

**ASSITEJ International
Executive Committee Meeting
Buenos Aires, Argentina
October 16th – October 22nd, 2006**

Present:

Wolfgang Schneider	Germany	President
Niclas Malmcrona	Sweden	Secretary General
Klaus Eggert	Denmark	Treasurer
Cheela Chilala	Zambia	Vice President
Tony Mack	Australia	Vice President
María Inés Falconi	Argentina	
Stephan Rabl	Austria	
Ivica Simic	Croatia	
Katariina Metsälampi	Finland	
Razi Amitai	Israel	
Young Ai Choi	Korea	
Jean-Marie Rurangwa	Rwanda	Deputy for Hope Azeda
Peter Rinderknecht	Switzerland	
Tülin Saglam	Turkey	
Jeremy Turner	United Kingdom	
Kim Peter Kovac	USA	
Eckhard Mittelstädt	Germany	Counsellor
Claudia Mayer	Germany	Executive Assistant

1. Opening

President *Wolfgang Schneider* (Germany) opened the meeting and welcomed everybody to Buenos Aires.

2. Opening words by the host

María Inés Falconi (Argentina) welcomed everybody to Buenos Aires and wished for a successful outcome of the meeting. She presented informations about the ATINA- festival 2006, taking place in conjunction with the meeting of the Executive Committee.

3. Presentation of EC-members and representatives from Latinamerican countries

The members of the EC and the Latinamerican representatives introduced themselves briefly.

The following Latinamerican representatives were present:

Carlos de Urquiza	Argentina
Roberto Bisogno	Argentina
Sergio Ríos	Bolivia
Antonio Bernardes	Brasil
Jorge López Vidal	Chile
Ruth Baltra Moreno	Chile
Angélica Sánchez Riveros	Columbia
Marco Novello	México
Marisa Giménez Cacho	México
Gonzalo Cuellar	Nicaragua
Victor Bogado	Paraguay
Ricardo Morante	Perú
Dervy Vilas	Uruguay
Dewis Duran	Venezuela
Roger Bedard	USA (Observer)
Tamara Underliner	USA (Observer)

4. Apologies

Yuriko Kobayashi (Japan) had sent her apology.

Secretary General *Niclas Malmcrona* (Sweden) welcomed *Jean-Marie Rurangwa* (Rwanda), deputy of *Hope Azeda* (Rwanda).

5. Report from the Bureau-meeting

Wolfgang Schneider reported from the Bureau-meeting that mainly had dealt with items of the agenda and the EC - Latinamerican meeting which took place on October 19th.

6. Review of the Agenda

The agenda was adopted.

Niclas Malmcrona proposed *Jessica Machin* (Australia) and *Jason Cross* (Australia) as counsellors for item 15.

The EC endorsed the proposal.

Niclas Malmcrona proposed that the reports from the regional coordinators (item 12) should be written and sent to the General Secretariat by the end of the year.

The EC endorsed the proposal.

7. Discussion and preparation of International Forums

The Executive Committee discussed and went through the schedule of the International Forums which were held in conjunction of ATINA-festival 2006. *María Inés Falconi* and *Roberto Bisogno*, the vice-president of ASSITEJ Argentina, gave a brief introduction to the EC.

A documentation of the Forum will be written down in English and Spanish and be presented on the ATINA/ ASSITEJ Argentina website. A copy of the written report will be given to the General Secretariat.

8. Adoptions of the minutes from the Linz-meeting

The Minutes were adopted with the following correction:

Item 18 b, paragraph 6: "On the other hand, extra funding will be sought from the University of Wales Aberystwyth".

9. Report from the President

Wolfgang Schneider gave a brief report on his activities since the last EC-meeting. A written report was handed out.

He focused on his visit to Romania and the election of a new ASSITEJ-board in Romania.

The President also pointed out his visit to Israel and the ceremony for the first Award of the Israeli Theatre for Children and Young People in September.

Wolfgang Schneider also had a working meeting with *Jason Cross*, Artistic Director, ASSITEJ World Congress 2008 and *Niclas Malmcrona* in Frankfurt on October 2nd and a working meeting with *Niclas Malmcrona* in Hildesheim on September 20th.

10. Report from the Treasurer

a) General report

Klaus Eggert (Denmark) presented the actual budget and gave a brief report about it.

b) Final report on Yearbook 2004/2005

Klaus Eggert presented the final financial report on the Yearbook 2004/2005. The deficit is now USD 2 683 which will be put into the working budget 2005-2008.

The EC adopted the presented budget on the Yearbook 2004/2005.

Klaus Eggert reminded The EC of the missing payment for the Canadian (Les coups de Théâtre) advertising. A discussion arose about the handling of outstanding payments of the advertising.

The EC decided unanimously that *Eckhard Mittelstädt* (Germany) will write a reminder about USD 600 to Les coups de Théâtre. *Kim Peter Kovac* (USA) will help *Eckhard Mittelstädt* in finding the right contact person.

c) Centres behind with payment of subscription fee

Niclas Malmcrona presented a procedure proposal made by the Future working group which mainly included expelling centres if they do not pay the subscription fee during three years.

The EC discussed at length and finally the proposal was accepted in full unanimously.

The working group was also asked to write a report on the implementation of the proposal on the last EC meeting before 2008.

11. Report from the General Secretariat

Secretary General *Niclas Malmcrona* gave a brief report on his activities since the last meeting in Linz held in May 2006. A written report was included in the material sent out previously to the EC-members.

a) Secretary General's report

Niclas Malmcrona briefly accounted for these activities during the last meeting in Linz. The report had been distributed to all EC members.

The Secretary General stressed the following items from his report:

- History of ASSITEJ Book

The ASSITEJ history book written by Nat Eek will probably be finished in the end of the year 2006. Nat Eek asked for assistance from ASSITEJ International for the distribution of the book.

Wolfgang Schneider will read the book and the request from Nat Eek will be discussed in the next EC meeting.

- India

Niclas Malmcrona contacted the Indian companies and made sure that they get in contact with ASSITEJ India.

- IDEA, InSea, ISME and Unesco

According to decisions in Linz, letters have been sent to IDEA, InSea, ISME and UNESCO. Replies have been received from IDEA and UNESCO.

Wolfgang Schneider reported he received an invitation from IDEA to take part of the Congress of IDEA in Hongkong 2007.

- Congress documentation

In spite of a reminding letter ASSITEJ Canada still hasn't sent the documentation of the Montréal Congress to the General Secretariat. The documentation is necessary for the next ASSITEJ Book and the Archives in Frankfurt.

Wolfgang Schneider will send an official letter to ask ASSITEJ Canada to send the documentation.

b) Membership applications and contacts with member / non-member countries

- Perú

The application from Perú will be postponed to the next meeting in Lusaka.

- Uruguay

ASSITEJ Uruguay has sent a letter to inform about their resignation, but the reason for doing so was never explained.

Niclas Malmcrona and ASSITEJ Argentina will inquire about the resignation and see whether there are possibilities to re-establish a centre in Uruguay.

- Portugal

The General Secretariat has been contacted by the Barraca company about establishing a new centre in Portugal.

- Pakistan

Kim Peter Kovac informed about the interests of Pakistan to be a member. He will keep the General Secretariat informed about any progress.

12. Report from the preparations of the 16th ASSITEJ World Congress and Performing Arts Festival 2008 May 6 – 16, 2008 'old knowledge, new word'

Tony Mack (Australia) introduced *Jessica Machin* as the Executive Producer and *Jason Cross* as the Congress Director of the 16th ASSITEJ World Congress and Performing Arts Festival 2008 May 6 – 16, 2008 'Old Knowledge, New Word' and gave a brief report about the preparations.

A Congress Report had been sent to all EC-members in advance:

"With management structures and key personnel now in place for Adelaide 2008, there has been wide consultation during this period. Expression of Interest documents and the first Congress Bulletin were sent to all ASSITEJ centres and meetings held with ASSITEJ members and theatre practitioners from approximately 20 countries. In Australia Congress organisers had contact with approximately 40 companies.

Timelines have been established for all aspects of the Congress, and additional support brought in for marketing and sponsorship. The website, while still to be developed, has major news and developments. Work has begun on the hosting plans for national and international visitors. Federal and State Government funding of \$ 1.1 million has been confirmed, and new sponsors actively sought.

A Programming Report from Congress Director Jason Cross included an overview of current thinking on the artistic program, including the: National Program; International Program; Public Space Program; Professional Practice (includes forums, workshops and seminars); Special Projects; and Organisational Relationships." (from the Congress-report)

Jessica Machin, Jason Cross and Tony Mack followed up on the written report. The presentation included information on and discussion about:

- **Timetable**

The timetable for the Congress and the General Assembly was presented and discussed.

- **Selection of performances**

The festival will consist of 15 foreign and 15 Australian productions. The deadline for the Letter of Interest is November 3rd. A selection process will start and the intention is to send a Letter of Offer to selected companies by mid-April 2007.

- **Forums**

Forums, seminars and workshops was presented and discussed. The EC will try to decide on the topics of the EC forums no later than by the next EC-meeting.

- **Next Generation Artists Project**

The Congress is initiating a project which brings together the Next Generation of Leaders from the around the world who create, produce and administrate theatre for children and young people. Whilst not restricted, the general age of the participant will be from 24-34. This significant initiative aims to invite thirty young practitioners to participate in a program of master classes, forums and to actively engage in the Congress and Festival.

Each ASSITEJ centre and/or country, if wishing to participate, will be responsible for supporting the process of finding financial support for the individuals to cover the financial cost for: airfares, accommodation and living away expenses for ten days. Billeting and cheap accommodation will be available.

The Congress and Festival will cover the financial cost for: producing, planning and managing the event; participants registration for the Congress and Festival (including special events); airport transfers. At the discretion of the Congress and Festival limited financial scholarships will be made available for those who require the support to accept the invitation.

- **Registration fee**

The registration fee and other costs connected to the Congress were discussed. Registration will start in October 2007.

The final decision about the registration fee, discounts, free-tickets and other possibilities will be decided by ASSITEJ Australia and presented to the EC in the next EC-meeting.

The Congress organisers will also present general costs about a stay in Adelaide in the next Congress Bullentin.

- **Budget**

Jessica Machin informed about the current state of the budget.

- Translations

The General Assembly will be translated into three languages where English and Spanish will be two of the languages. A discussion arose about the third language, as the Constitution requires three languages.

The EC decided that the third language will be discussed and decided upon in the EC-meeting in Lusaka.

- Festival centre

The importance of a Festival centre was discussed, as it is vital for the participants to have a place for social gatherings.

- Membership of invited performances

The question of membership in national ASSITEJ centres for participating theatre companies was discussed.

The EC decided it is not compulsory, but national ASSITEJ centres will be contacted during the process of selecting performances for the festival.

- Performance discussions

Several members of the EC pointed out the importance of having organised discussions about performances in the festival as was done, for example, during the congresses in Tromsø and Seoul.

- Receptions

The possible numbers and the time schedule for receptions (reception by the bidding countries, national receptions, ASSITEJ reception/evening) were discussed.

13. Report from regional coordinators/administrators

The reports from the regional coordinators/administrators will be summarized in written reports and sent to the General Secretariat before the end of the year.

14. Reports from Executive Committee-members

The Executive Committee members gave brief accounts on the activities of their Centres.

15. Future of the General Secretariat

Jessica Machin and *Jason Cross* were invited as counsellors for this item.

The job description for the Secretary General (endorsed by the EC in 1994) was included in the material sent out previous to the EC-meeting.

Niclas Malmcrona commented on the job-description and described how the work has been organised in the General Secretariat in Stockholm since 1999.

The work consists of one part that is the **administrative** part and include most of the tasks described in the job description such as organising EC-meetings in cooperation with the host centres, contacts with centres, the newsletter, monitoring the web-site, the Festival Guide etc.

The administrative part of the job can be carried out on half-time employment by an experienced cultural manager or producer.

A second part of the job carried out by the Secretary General is a **advocacy** part and includes contacts and visits to national centres, the work to establish new centres, visiting festivals, taking part in seminars and workshops and in general advocate for children's and young people's theatre in meetings with authorities, government officials and other cultural organisations.

Jessica Machin added a third part, that is as **creative producer**, and it includes support and help with international collaborations, initiating international seminars and workshops and also to initiate regional cooperations and networks.

Niclas Malmcrona and *Klaus Eggert* stated that they will step down as Secretary General and Treasurer respectively at the General Assembly in Adelaide in 2008.

The EC discussed the future of the General Secretariat based on the presentation.

Wolfgang Schneider pointed out a few suggestions: the election process at the General Assembly could be evaluated, the outsourcing of tasks should go on and the final discussion about the future of the General Secretariat must be completed in the EC-meeting in Lusaka.

The EC decided to hand over the issue to the future working group for further discussion.

16. World Day 2007

a) World Day message

Members of the EC proposed different persons to be asked to write the World Day message 2007.

After discussion the EC decided to ask the President of Finland Tarja Halonen to write the World Day message

b) Others

As the discussion about the person to write the World Day message for 2007 also included a discussion about the criterias for the World Day message and the need from the organisation for such a message.

The EC decided that the Public Relations working group would discuss the matter and work out a proposal to present to the EC.

17. Workshops and seminars

a) Workshop in Aberystwyth – "Translating for young audiences"

(See item 20, b)

b) Networking Seminar – "Europe/Latinamerica"

A written proposal, written by *Katariina Metsälampi* (Finland) and *Maria Inés Falconi* was included in the material sent out previous to the EC-meeting.

The EC had no doubt about the project and the importance of it, but the discussion was if the project had to be included in the activities of the EC.

Similar cooperation projects are carried out between national centres without the direct involvement of the EC (Epicentre, the African regional network, etc).

After a long discussion the EC decided that the "Europe/Latinamerica" project should not be included in the work of the EC.

18. The ASSITEJ International Award for Artistic Excellence – The Honorary President's Award

a) Jury selection

Niclas Malmcrona informed about the ASSITEJ International Award for Artistic Excellence – The Honorary President's Award and the work of the jury for the 2008 Award.

The invitation for the 2008 Award will be sent out to all centres in the beginning of 2007 and the deadline will be August 2007. The jury will meet during the EC-meeting in Bursa, Turkey in October 2007. The jury members will have to arrive one day earlier to carry out the jury work.

As chairman of the last jury *Klaus Eggert* recommended the new jury should consist of three persons, all from the EC.

Wolfgang Schneider and *Niclas Malmcrona* proposed *Maria Inés Falconi* (Argentina), *Young Ai Choi* (Korea) and *Hope Azeda* (Rwanda) as jury members for the 2008 Award.

The EC decided accordingly.

b) Budget

As no persons from "outside" will be included in the jury no further costs will have to be covered.

19. Research program and network in the field of children's and young people's theatre - survey with ASSITEJ centres

Wolfgang Schneider gave a short report about the meeting that will be held in Kristiansand, Norway at the end of October.

Niclas Malmcrona will send information to all centres to inform about the research program and the outcome of the meeting in Kristiansand.

Wolfgang Schneider will present a report from the meeting in Kristiansand during the next EC-meeting in Lusaka.

20. ASSITEJ Archives

Eckhard Mittelstädt handed out a request to the EC written by *Jürgen Kirschner*, responsible for the ASSITEJ Archives, to have the possibility to employ a person on part-

time to work with the Archives. The request included financial support from the EC to an amount of EUR 3 000 for the years up to 2008.

The request was handed over to the Creating works for young audiences working group for further discussion at the next EC-meeting.

21. Work in working groups - discussion on working groups

22. Report from the working groups - Business arising from working groups

a) Congress

Members: *Tony Mack* (Chair), *Jean-Marie Rurangwa* and *Young Ai Choi*.

The working group didn't meet as the 2008 Congress already had been reported and discussed at length.

The future function of the working group will be discussed in the EC-meeting in Lusaka.

b) Creating works for young audiences

Members: *Cheela Chilala* (Chair), *Peter Rinderknecht* and *Tülin Saglam, Jeremy Turner*.

Cheela Chilala reported on the work of the working group. The main issues were about:

- **Aberystwyth workshop**

The working group reported it had not been possible to make progress on the groundwork for the proposed workshop because it had been impossible to meet the two key contacts at the University in Wales. An update is expected at the next EC meeting in Lusaka in 2007.

- **Archives**

The working group also discussed the document prepared by *Jürgen Kirschner*, who maintains the archives, on the three steps proposed for the development of the archives. While agreeing with the need to improve the status of the archives, the working group was of the view that presentation of the archives on the world wide web may not be a priority at the moment in view of the expected need to fund the ASSITEJ International secretariat. It was the working group's view that the funds that would be spent on the project would help a lot if used in running of the General Secretariat.

A discussion arose on the issue. *Wolfgang Schneider* closed the discussion about the ASSITEJ Archives by asking the EC to await more and better information on the issue until the next EC-meeting.

Eckhard Mittelstädt will get in contact with *Jürgen Kirschner* and get more information which he will present in the next meeting in Lusaka.

- **Catalogue of Scripts**

The working group proposed that a letter should be written immediately after the EC-meeting to the national centres regarding the progress made so far on: the catalogue of scripts, information on links to the catalogue of scripts site, as well as reactions to the site and results of its use.

The working group also proposed that the Catalogue should be broadened and given more variety through inclusion of other non-text-based works of theatre e.g., dance theatre, object theatre, musicals.

Niclas Malmcrona and Jeremy Turner will look into the technical and practical matters in the last proposal to see how it can be implemented.

The EC endorsed the report.

c) Public relation

Members: Wolfgang Schneider (chair), Razi Amitai, Eckhard Mittelstädt, Stephan Rabl and Ivica Simic.

Stephan Rabl (Austria) reported from the working group.

- ASSITEJ Book

The main part of the report concerned the ASSITEJ Book.

The working group proposed:

- to keep a tighter production time than previously decided, that is to present the next book in connection with the next EC-meeting in Lusaka,
- a marketing plan worked out by Stephan Rabl and Ivica Simic to provide substantial funding for the ASSITEJ Book,
- to ask the General Secretariat to assist in submitting information about sales of advertisement,
- to provide pre-sales (as with previous books) and by that secure income to the production costs,
- to go on with the proposed theme of the book (Next Generation) from the EC-meeting in Linz,
- to ask the General Secretariat to assist in collecting photos from national centres.

The EC discussed the report from the working group at length and several proposals were made from the members of the EC.

Klaus Eggert also presented a budget for the next ASSITEJ Book worked out on basis of the information presented by the working group.

Klaus Eggert also proposed the idea of having the book for sale in digital version.

Wolfgang Schneider concluded the discussion and asked for suggestions and ideas for articles.

Any member of the EC: please, send suggestions either to Eckhard Mittelstädt, Tony Mack or Wolfgang Schneider.

The EC endorsed the report and decided to ask the working group to go on with the proposed plan of work.

d) Networking

Members: María Inés Falconi and Katariina Metsälampi

The working group had a meeting with the representatives of the Latinamerican countries present in Buenos Aires to inform about the proposed project and to discuss the possible implementation of it even though it will not be included in the working plan of the EC.

(See also item 16, b).

e) Future

Members: Niclas Malmcrona (Chair), Klaus Eggert, Kim Peter Kovac and Tony Mack.

Kim Peter Kovac presented a proposal for a reorganisation of the General Secretariat based on the earlier discussion and the discussion in the working group.

There needs to be two major action steps:

- The first is to restructure and rethink the duties of the Secretary General and the EC as a whole.
- The second is to raise money to help fund this.

- The General Secretariat

The **administrative** part of the General Secretariat can be carried out by any experienced theatre producer or theatre administrator. The working group believes this can be carried out as a half-time employment position. Any future candidate for the Secretary General should be able to either hire a person to do this part of the duties or choose to do it her-/himself.

The working group proposes that ASSITEJ International from 2008 provides the General Secretariat with approximately USD 30 000 on a yearly basis.

The **advocacy** and **creative producer** parts of the duties of the General Secretariat should in the future be added to the above described half-time employment and can be carried out by the Secretary General on either a voluntary basis or as part of an overall working plan including all three parts of the job of the General Secretariat.

Any future candidate to the office of Secretary General should present a working plan.

- The Executive Committee

The working group believes it in the future might be important to also restructure and better specify different tasks of members of the Executive Committee to better meet needs of a restructured General Secretariat.

- Raising money

As a first step in raising money, the future working group will create a program for raising funds for the future General secretariat. The program can, for example, be called "Friends of ASSITEJ" and should enable private persons as well as organisations and corporations to donate money to ASSITEJ International.

The working group will work out the details for such a program and proposes that the starting date should be on March 20th, 2007.

The EC endorsed the report and asked the working group to present a worked out proposal regarding the future of the General Secretariat on the next EC-meeting.

The EC also decided to give the working group the task to work out and start a fundraising program to be launched on March 20th, 2007.

23. Coming Executive Committee-meetings

a) Lusaka, Zambia.

The meeting will take place on May 15th - 21st 2007, (arrival May 15th and departure May 21st).

ASSITEJ International contributes with USD 5 000 and ASSITEJ Zambia with USD 5 000 to cover costs of the meeting. Additional funding is expected from SIDA, but its funding will primarily cover the costs of the regional workshop that will take place in connection with the EC-meeting.

An African regional workshop on puppetery and HIV / AIDS, "Save this generation", will take place in connection with the EC-meeting with up to 25 participants. The members of the EC are expected to take part in an 'International Seminar on Theatre as a Means of Social Change'. The Lusaka programme will also include an International Seminar on the use of theatre in advocacy and social change. The participants will be drawn from the participants of the workshop as well as members of the ASSITEJ International Executive Committee. Papers will be presented by some selected individuals on the subject based on their country's experience.

A number of theatre performances from Zambia will be staged during the workshop and EC-meeting.

The possibility to organize a two or three day excursion to Livingstone and Victoria Falls on the EC-members own expense will be investigated.

b) Bursa, Turkey.

Tülin Saglam (Turkey) proposed two possible dates and informed briefly about the preparations of the meeting.

The EC decided unanimously having the Meeting in Bursa from October 16th (arrival) – 22nd (departure), 2007.

c) Holon, Israel

Razi Amitai gave a brief information about the meeting in Holon.

The meeting will take place from Jan 27th (arrival) – Feb 2nd (departure), 2008 (preliminary)

24. Any other business

a) EC-Meeting in China

Stephan Rabl reported he had met with Marina Gou in the Shanghai Festival in China. The festival is interested in having an EC-meeting during the Shanghai Festival. *Niclas Malmcrona* pointed out that the EC needs an official invitation to be able to respond.

Stephan Rabl will inform Marina Gou and keep the Secretariat informed.

b) Invitation to Mexico

Niclas Malmcrona reported he had, during the course of the meeting, received an invitation to a festival in Mexico in the beginning of December 2006. As both he and *Wolfgang Schneider* were unable to go the attendance for any EC-member was open.

b) Letter from the Latinamerican representatives

The latinamerican representatives had presented a letter of ten items discussing the relations between the Latinamerican countries and ASSITEJ centres and ASSITEJ International during the meeting with the EC being hold during the ATINA Festival.

The EC decided that:

- María Inés Falconi will translate the letter into English and the translation will be sent to all EC-members.
- Niclas Malmcrona will respond to the letter and discuss it with the Bureau before sending it.
- If any member of the EC have specific comments, please, send it to the General Secretariat as soon as possible.

25. Closing

President *Wolfgang Schneider* thanked *María Inés Falconi* for the hospitality and for organising the meeting, the International forums and the ATINA festival 2006 and closed the meeting.