

DRAFT - Bureau teleconference discussion notes and decisions

Friday, 10 October 2014 GoToMeeting session (16:00-17:07 CEST)

Participants:

Bureau: Harm Jan van Burg, Stuart Feder (Chair), Anders Grangård, Estelle Igwe, Lance Thompson

Apologies: Tahseen A. Khan, Raffaele Fantetti,

Secretariat: Maria Ceccarelli, Tauno Kangur

Agenda item	Discussion	Action/Decision
1. Roll-call	Quorum: 5 of 7 Bureau members	
2. 21 st Plenary	<ul style="list-style-type: none">• Draft Agenda	Approved
3. Open projects issue:	<ul style="list-style-type: none">- Trade Finance project the proposed project leader is approved;- MMT Project leaders will be discussed on 15 October	MMT the proposed project leaders to fill in the UN/CEFACT expert form
Events:	<ul style="list-style-type: none">• EEC meeting in Moscow: two Vice Chairs have been invited to participate.• 24th Forum: Everything is in place for the Forum. PPT-template for Plenary presentations will be circulated to Bureau members.	
6. Other business	<ul style="list-style-type: none">• PoW: Proposed changes on the first version, the document is modified on the screen• Projects information on confluence: PDAs have to decide if they want to keep the project that have been discontinued or move these projects in another part of Confluence and update the websites accordingly.	
7. Planning next calls	Next call: October 15 at 16:00 CEST	