

AGENDA

Event: RETREAT for the FRA Management Board

Date: 26 – 28 September 2012

Place: **Hotel Schloss Wilhelminenberg,**
Savoyenstrasse 2, AT-1160 Vienna, tel.: +43 1 4858503, fax: +43 1 485 48 76
<http://www.austria-trend.at/Hotel-Schloss-Wilhelminenberg/>

Ref: 2012/RETREAT/EN/draft_agenda

Subject: DRAFT AGENDA

Day 1: 26 September 2012

15 th Management Board Meeting				
	Time	Issue	Info / Discussion	Decision
	13:00	<i>Lunch</i>		
	14:00	Registration		
1.	14:30	Opening remarks and approval of the draft agenda	X	X
2.	14:45	Tour de table	X	

RETREAT				
	Time	Issue	Info / Discussion	Decision
	16:00	Day one of the RETREAT	X	
	19:00	<i>End of day 1</i>		
	20:00	<i>Dinner</i>		

Day 2: 27 September 2012

RETREAT				
	Time	Issue	Info / Discussion	Decision
	09:00	Day two of the RETREAT	X	
	12:30	<i>Lunch</i>		
	14:00	Continuation of day two of the RETREAT	X	
	15:45	<i>End of the retreat</i>		

15th Management Board Meeting				
	Time	Issue	Info / Discussion	Decision
3.	15:45	Election of the Chairperson, Vice-Chairperson, two members of the Executive Board and one member of the Budget Committee: Election procedure and presentation of candidates	X	
	16:00	<i>Coffee Break</i>		
4.	16:15	Election procedure - Election of the Chairperson (chaired by the COM) - Election of the Vice-Chairperson (chaired by the Chairperson) - Election of the two members of the Executive Board (chaired by the Chairperson) - Election of one member of the Budget Committee (chaired by the Chairperson)	X	X
	18:00	<i>End of day 2</i>		

**18:00 – 19:30: 24th Meeting of the Executive Board
(first meeting of the newly elected EB)**

20:00	<i>Dinner</i>			
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Day 3: 28 September 2012

15th Management Board Meeting				
	Time	Issue	Info / Discussion	Decision
5.	09:00	Approval of the draft minutes of the 14 th MB meeting	X	X
6.	09:10	In camera session	X	X
7.	10:10	Director's Report on the work of FRA in the last period, and preview of upcoming events, list of publications etc.	X	
	10:45	<i>Coffee Break</i>		
8.	11:00	Financial matters - Overview and update - 2012/01 Amending Budget - 2012/01 MB Budgetary transfer and amendment of Annual Work Programme 2012	X X X	X X
9.	11:45	Draft estimate and Annual Work Programme 2014	X	
10.	12:30	Annual Report 2012: Timeline and structure	X	X
11.	13:00	Dates of EB and MB meetings in 2013 and 2014 and change of date of the EB and MB meeting in December 2012	X	X
12.	13:15	Any other business	X	
	13:30	<i>Lunch</i>		
	15:00	<i>End of the MB meeting</i>		