



## **ArTVision+ “Enhancing touristic development and promotion through prism of culture”**

Priority Axis: Environment and cultural heritage  
3.1 - Make natural and cultural heritage a leverage for sustainable and more  
balanced territorial development

# **D1.2.1 Meetings’ Minutes**

WP1- Project management and coordination of activities  
A 2. Day-to-day project management, coordination and internal communication

**SEPTEMBER 2019**

LP- PRIMORJE-GORSKI KOTAR COUNTY,  
ALL PARTNERS

Public document

In Application form minutes from partners meetings are defined as follows: “D.1.2.1. Meetings' Minutes - after the conclusion of every held meeting, minutes from the meetings will be regularly drafted, in order for Partners to be mutually informed and have an insight in the course of the project's execution.” As well it is stated in Management plan that “the coordination meetings will be held five times during the project’s execution or, in case it will be necessary, even more times in a month. The internal communication will take place by email or by phone. Every Partner will carry out an internal distribution of activities for the people employed on the project.”

First meeting was held on 28th June 2018 in Rijeka, second one on 29th November 2018 in Venice, and third was in Kaštela/Split on 19th of March 2019. After followed the meeting in Polignano a Mare on 16th of July. The final meeting was held in Rijeka during the Final conference on the 18th of September 2019.

## RIJEKA 28<sup>TH</sup> AND 29<sup>TH</sup> June 2018

Two-day meeting was held in Rijeka on 28<sup>th</sup> and 29<sup>th</sup> of June 2018. Representatives from Primorje Gorski Kotar County, Kvarner Tourist Board, Natural History Museum, Pugliapromozione Agency, Foundation Pino Pascali, University Ca' Foscari and Veneto Region were present. Representatives of Exevio d.o.o and University of Rijeka joined the second day of meeting. Main topics that were discussed are following: the progress reporting procedure for the first semester, replacement procedure of the MFA partner begun, plan of publishing on Facebook profile, defining quantities of promotional materials, nomination of members of Artvision Advisory Board by each partner.



## VENICE 29<sup>TH</sup> AND 30<sup>TH</sup> November 2018

Two-day meeting was held in Venice in Palazzo Grandi Stazioni on 29<sup>th</sup> and 30<sup>th</sup> of November 2018. Representatives from RERA SD, Primorje Gorski Kotar County, Kvarner Tourist Board, Pugliapromozione Agency, Foundation Pino Pascali, University Ca'Foscari and Veneto Region were present. Procedure for the replacement of the MFA partner is almost finished. New partner RERA SD is present on the meeting. ArTVision Advisory Board has been fully established as a neutral body by naming of the one tourism expert and one cultural expert per region (one per partner) -7 members. AAB meetings will be held in same time as meetings of Steering Committee. Each WP Leader presented main activities.





KAŠTELA/SPLIT, 19<sup>th</sup> AND 20<sup>th</sup> March 2019

Two-day meeting was held in Kaštela on 19<sup>th</sup> and 20<sup>th</sup> of March 2019. Representatives from RERA SD, Primorje Gorski Kotar County, Kvarner Tourist Board, Exevio d.o.o., Pugliapromozione Agency, Foundation Pino Pascali were present. Also, the consultant firms Logoteam d.o.o. and Subjekt d.o.o were present. Procedure for the replacement of the MFA partner is still ongoing, but again the new partner RERA is present on the meeting.

Each WP Leader presented main activities. Representative of Ca'Foscari could not be present at the meeting, but the video presentation was sent and presented to partners. Main discussed topics were: the progress reporting procedure for the second semester, requests for major budget change and for three months prolongation (still no answer from MA), planning final event in Rijeka in June or September, progress of video production, minimal requirements for the educational workshops. Representative of Exevio d.o.o presented the current state of IT platform.



## POGLINANO A MARE, 16<sup>TH</sup> July 2019

One- day meeting was held in Polognano a Mare on 16<sup>th</sup> of July 2019. Representatives from Primorje Gorski Kotar County, Kvarner Tourist Board, RERA SD, Foundation Pino Pascali, Pugliapromozione Agency, University Ca'Foscari and Veneto Region were present. Also, the consultant firm Subjekt d.o.o. was present. Procedure for the replacement of the MFA partner is still ongoing, but again the new partner RERA is present on the meeting.

Each WP Leader presented main activities with the points as: project prolongation until 30th September 2019, change of the project manager (LP), approved major budget change, third period report, reporting target groups, Final conference on 17th and 18th September 2019 in Rijeka, documentation of deliverables, including additional activities (Final video event- Venice- 3<sup>rd</sup> and 4<sup>th</sup> September).



RIJEKA 18<sup>th</sup> September 2019

On the second day of Final conference in Rijeka partners meeting was held in Maritime and History Museum of the Croatian Littoral. Representatives from Primorje Gorski Kotar County, Kvarner Tourist Board, RERA SD, Foundation Pino Pascali, Pugliapromozione Agency, University Ca'Foscari were present. Also, the consultant companies Logoteam d.o.o. and Subjekt d.o.o were present. Each WP Leader presented main activities. The main topics discussed were: final report, documentation of deliverables and output indicators, reporting target groups and media reach, closed activities, extra activities.

