**AGENDA**

**AEA-Europe Council Meeting**

**Wednesday, 7th November 2012**

**15.00 hrs to 17.00 hrs**

**President’s Room, Humoldt University, Unter den Linden.**

1. Marketing strategy (Jo-Anne/Kathleen/Fiona to present)
2. Minutes of the last meeting
3. Matters arising
4. Annual Report 2012
5. Agenda Business Meeting
6. Final arrangements for Berlin conference

* Briefing Council members PR during Conference: badges, M&G, staffing the booth
* Management of chairs (briefing in joining instructions)
* Arrangements for gala dinner
* Closure, thanks and flowers
* Final issues

1. Conference 2013 Paris

* Theme
* Key notes
* Presentation at closure session

1. 2014 Tallinn

* Announcement at Business Meeting and closure session

1. Renewal Cadmo contract
2. Any other business