



Funded by the
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1st transnational project meeting minutes

Kick-off meeting

LT-2019-01-KA204-060482

Date: 28-11-2019

Venue: Alytus music school. Sporto 12, Alytus, Lithuania

Participating partners:

Alessandro Zeppelli from European Centre of Entrepreneurship Competence & Excellence (Karnburg-Maria Saal, Austria)

Sotirios Magerias, from ANAPTIXIAKO KENTRO THESSALIAS (Trikala, Greece)

Jorge Veloso and Marta Coelho from PreviForm - Laboratório, Formação, Higiene e Segurança no Trabalho, Lda (Ponte de Lima, Portugal)

Katarina Petersson and Saara Pekkarinen from Sverigefinska folkhögskolan (Haparanda, Sweden)

Head of meeting: Aldona Vilkelienė, Alytus music school director

Minute taker: Tomas Simanavičius, project manager for the target group

Table of contents

1. Agenda.....	3
2. Minutes.....	4
3. Decisions.....	5
4. List of participants	Klaida! Žymelē neapibrēža.
5. Pictures.....	6

1. Agenda

Example

1st transnational project meeting

Kick-off meeting

Integration of the young adults into labor market through cultural heritage
2019-LT01-KA204-060482

Date:	28-11-2019 (arrival 27-11-2019; departure 29-11-2019)
Venue:	Alytus music school, Sporto 12, Alytus, Lithuania

Work programme

28-11-2019

Time from 10.30	To 11.30	Introduction, project activities
Time from 11.30	To 12.30	Meeting with the local target group members and stakeholders
Time from 12.30	To 13.00	Planning strategic partnership
Time from 13.00	To 14.00	Lunch break
Time from 14.15	To 15.45	Documentation for the next meetings and plans (dissemination, memorandum, monitoring, risk management)
Time from 16.00	To 17.00	Meeting with Alytus city mayor and local press.
Time from 17.00	To 17.30	Reflections, evaluation

2. Minutes

All partners were asked before the meeting: to define the target groups; to organize a local seminar in order to discuss together with a target group, what kind of virtual café would be most attractive for them; to think of possible stakeholders of the project. Partners listened to Coordinator about Alytus music school and project, then they presented themselves, their ideas about the project. Partners present their institution, city, traditions, possible target groups and potential stakeholders.

Some target group members from Alytus attended the seminar and shared their opinion about project. They offered several ideas how the project results could be implemented. Partners also discussed about their target group members opinion.

During the lunch the discussion also was continuing. Participants decided that the material about the partner countries will be collected, described, pictures of the places, most attractive for business, will be presented. Each participant will learn to recognize, which city, country it is, to tell a short description about that location. A test will be created for the participant to recognize the country or city by looking at their views. We also have to describe all possible requirements, arrangements with institutions responsible for healthy environment, is it possible to get electricity, water, sanitarian places here...what else do we need if we choose this or another place for our café...

the material about the partner countries will be collected, described, pictures of the places, most attractive for business, will be presented. Each participant will learn to recognize, which city, country it is, to tell a short description about that location. A test will be created for the participant to recognize the country or city by looking at their views. We also have to describe all possible requirements, arrangements with institutions responsible for healthy environment, is it possible to get electricity, water, sanitarian places here...what else do we need if we choose this or another place for our café...

We choose the profile of our café – name, menu. How it will look like? Interior? An audio-video material will be created about partners' traditional songs, dances. There will also be an audio test created for participants to distinguish a traditional art of the countries.

Cultural heritage is not only material objects. Traditional songs and dances are an important part of nation's history. Songs used to be created according to historical events of that particular time, customs, lifestyle. Project participants will have an opportunity to learn and teach each other of songs and dances inherent to their region.

Later it was discussed activity plan before Austrian training seminar: in Austria we will try to find answers for these 2 steps and will bring with us results nb 1(our city places with the possibility to create workplace -café) and result nb2.(traditional music or modern folk or classical arts with signs of cultural heritage)

The coordinator explained how to create Memorandum of understanding with Stakeholders and other documents (dissemination plan, sustainability and impact plan, plan for defining risks, monitoring). All documents were discussed and explained, tasks were divided between partners.

At the end of the day participants visited Alytus city mayor and disseminated the project idea with the municipality officers and local TV and press.

Questionnaires about evaluation were carried out.

3. Decisions

No.	Decisions / Tasks	Deadline	Responsible person
1.	Next online meeting 2020-january 18	2020-01-18	Coordinator
2.	To collect oldtown material with questions and to test with local target group	2020-01	Coordinator and partners
3.	To collect songs, dances material with questions and to test with local target group	2010-03	Coordinator and partners
4.	Learning, teaching, training activity in Austria (to bring material with old towns and songs/dances to Austria and to change it with the partners)	2020-03-29/04-04	Austria and all partners
5.	To write article in Epale	2020-04	All partners
6.	To test 2 project results (city places and songs) with TG	2020-05	All partners
7.	To research project activity impact on TG (target group) and stakeholders	2020-06	All partners
8.	To send all financial and activity documentation for Semifinal report to Coordinator	2020-06	All partners

4. List of participants

Kick-off seminar

The purpose of the activity: participation in 1st transnational project meeting – kick-off seminar

Dates: 28-11-2019

Venue: Alytus music school, Sporto 12, Alytus, Lithuania

No.	Name ¹	Surname	E-mail	Position, Organization	Address of sending organization	Signature
1.	Alessandro	Zeppelli	alessandrozeppelli@gmail.com	European Centre of Entrepreneurship Competence & Excellence, attorney	Karnburg-Maria Saal, Dellach 15, Austria	
2.	Sotirios	Mageirias	sotiriosmag@gmail.com	Anaptixiako Kentro Thessalias, teacher	Trikala, Fourmonision, 4, Greece	
3.	Jorge	Veloso	Previform.lda@gmail.com	Previform - Laboratório, Formação, Higiene e Segurança no Trabalho, Lda	Ponte De Lima, Rua Francisco Sá Carneiro, no635, Portugal	
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6.	Saara	Pekkarinen	Saara.pekkarinen@svefi.net	Sverigefinska folkhögskolan, teacher	Haparanda, Torget 3, Sweden	
7.	Aldona	Vilkėlienė	Aldona.vilkeliene@alytausmuzika.lt	Alytus music school, director	Alytus, Sporto g. 12, Lietuva	
8.	Laima	Žurava	Laima.zurava@alytausmuzika.lt	Alytus music school, librarian	Alytus, Sporto g. 12, Lietuva	
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10.	Tomas	Simanavičius	Tomas.simanavicius3@gmail.com	Alytus music school, target group manager	Alytus, Sporto g. 12, Lietuva	
11.	Austėja	Dambauskaitė	Austeja.dambauskaite@gmail.com	Vilnius university, student		
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13.	Daiva	Grabauskienė	Daiva.grabauskiene@alytausmuzika.lt	Alytus music school, teacher	Alytus, Sporto g. 12, Lietuva	
14.	Tadas	Gudzinevičius	taduxg@gmail.com	Alytus music school, student	Alytus, Sporto g. 12, Lietuva	
15.	Matas	Krugelis	Mataskrug21@gmail.com	Adolfas Ramanauskas Vanagas gymnasium, student	Alytus, Birutės g. 2, Lietuva	
16.	Undinė	Pinkevičienė	Undine.pinkeviciene@alytausmuzika.lt	Alytus music school, deputy director	Alytus, Sporto g. 12, Lietuva	
17.	Gabrielė	Dambauskaitė	Gabriele.dambauskaite@alytausmuzika.lt	Alytus music school, deputy director	Alytus, Sporto g. 12, Lietuva	

Representative from the receiving organization:

Signature _____

Aldona Vilkėlienė, director of Alytus music school

5. Pictures



Partners work on project evaluation (2019-11-28). Alytus music school library.



Visit at Alytus municipality and meeting with vice mayors Jurgita Šukevičienė, Šarūnas Klėgeris and stakeholders: head of Alytus municipality Education and Sports Department Vytuolis Valūnas and Kaunas Applied Arts School Alytus Branch director Arvydas Švirmickas