

MINUTES OF MEETING

Date	:	09.09.2020
Place	:	Skype Meeting
Participants	:	Prof. Dr. Fatih KONUKCU (NKU) Prof. Dr. Lokman Hakan TECER (NKU) Prof. Dr. Selçuk ALBUT (NKU) Kadriye CIL (NKU) Fani SMERDIJEVA and TDCNM team Mamuka GVILAVA and CIVITAS team Vladimir FILIN and UKRMEPA team
Subject	:	Monthly Project Coordination Meeting - 21
		<p>NKU started the conversation by announcing agenda of the meeting, namely, 1) 7th Progress Report 2) Webinar 3) Addendum 4) Meetings 5) Other</p> <ol style="list-style-type: none"> 1. 7th Progress Report: NKU, i.e. the Project Coordinator (PC) reminded the deadline (end of September 2020) for the submission of the 7th Progress Report and ask the other partner to prepare and upload the required data into the eMS. All partners agreed. PC also told that after this Progress Report all partners should start preparing for the Final Report. 2. Webinar: First, PC gave information why webinar is required and then a technical person made a presentation on webinar, i.e., how to use it, for which purposes it can be used, how conference, workshop and EEP can be realised by using it. 3. Addendum: PC explained what should be done after the addendum, which was already approved. 4. Meetings: Because travelling for conferences, workshop and etc. to other partnering countries was postpone, all these meetings will be done online via webinar. PC asked Georgian Partners to start preparation for the next meeting. 5. Other: The next Skype Meeting was scheduled as 25th of September 2020 at 11.00 Istanbul Time. The participants concluded that the webinar related or other issues will be fixed via e-mail exchange.