Saaremaa Meeting: Monday 21 May

Present: GP, SM, VS, MK, GN, OR, MZ, VT, MS, SD

SGM Meeting - WP7   Content

ADMINISTRATION
VAT
GP explained the difficulties of working with EACEA in terms of decision-making. VAT issue still being discussed at top level at EACEA. The question remains: is VAT eligible for universities as public bodies?

Agreed
- Until we have a definite answer we should try to have receipts without VAT.
- All receipts recorded in the pj budget of the individual organisations will be recorded in the Esland budget.
- We have been waiting for nearly one year for a decision regarding VAT to be taken at EACEA central level. Since this decision has still not arrived and the budget needs to be recorded in view of the upcoming first year report, the SGM has unanimously decided that we scientists are going to record the full amount of VAT.

The SGM has therefore decided in compliance with the present law that:
- **The partners have already done their best and will continue to do their best to avoid VAT, so far as the law permits**
- **Esland secretariat will help in this endeavour**
- **We are going to record the full amount and our central administrations will deal with this issue**
- **The full pj budet will follow above; the IUAV central administration will deal with this at the end if and when necessary**

TO DO
- Contact Delfino for a definitive answer about VAT at central EACEA level.
- Ask EACEA regarding the VAT central level decision: as things stand today can we record VAT and can we get refunded?

BUDGET
GP explained in answer to MK's question regarding what happens if not all the budget for travelling and subsistence is spent that money <u>cannot be</u> moved from one chapter to another. The summer School is regarded as a meeting, so expenses can be covered from the travel chapter.

TO DO
- Check individual chapters within the budget with regards to use of funds
- Can travel budget be used to cover field trips on our islands of study?

CONTRACTS FOR RESEARCH ACTIVITIES
Agreed
- All activities of the pj should stop at the end of March 2013, so we have time to record research.
- All expenses until May 2013 are eligible but it is recommended to end on 31 March 2013.
- Partners' volunteers working on the Esland pj without a contract need a declaration of time involved on the project signed by the director and should provide ESLAND secretariat with all pj docs by the end of April 2013.
- An explicit Esland contract for a researcher is necessary.

The SGM agreed that we sign contracts and accordingly researchers will work until 31 March 2013, and only in exceptional cases until 30 April 2013, the final date for receiving research and financial documents at IUAV.

TO DO
- Send template of CCLP contract to partners as a guideline for a research assistant's contract

TRAVEL SHEETS & FINANCIAL SHEETS
TO DO
- SM to send guidelines round to all partners to help with the filling in of the sheets
- Travel, time & budget sheets of the first year of the project need to be sent to Esland secretariat by <u>10 June 2012</u>

OTHER POLICIES
The Islands Commission (President Ugo Cappellacci, President of Sardinia)
Agreed
We need to give attention to this commission, investigate their policies and invite them to the conference.

GRANTS
- The Estonian Environmental Foundation has given a grant (23,166,00 euros) towards the Stakeholders Meeting and supporting other project tasks, e.g. assessing cultural identity.
- Sassari and CCLP have looked into grants and Sassari has applied for funds regarding the conference.
- Cyprus applied for a grant for the book but was unfortunately unsuccessful.

CONFERENCE
Agreed
- a press release is compulsory
- travelling exhibition must be ready
- local mini-conference with authorities could be organised
- endorsement must be communicated where appropriate
- leaflet for the conference needs to be discussed together with sponsors' logo
- travelling exhibition

TRAVELLING EXHIBITION (between 4 and 6 panels)
Agreed
Although a travelling exhibition could be considered rather old-fashioned, financial and time constraints do not allow us to prepare anything more sophisticated. It is a way of raising visibility and communicating the project. The starting events prior to the travelling exhibition are very important as people will already have some knowledge about the pj.
Travelling exhibition could include interactive questions; people can then find answers on the project website.

- Panel 1: General panel with project introduction/ pj vision/ title of WPs/Map of Europe with partners /endorsers
- Panel 2: WPS 1 description of landscape & cultural heritage; short description of method application; one map of full island (OK Google if source cited) & photos of landscape & cultural heritage
- Panel 3: WP2 description of landscape & cultural heritage; short description of method application; one map of full island (OK Google if source cited) & photos of landscape & cultural heritage
- Panel 4: WP 3 description of landscape & cultural heritage; short description of method application; one map of full island (OK Google if source cited) & photos of landscape & cultural heritage
- Panel 5: WP 4 description of landscape & cultural heritage; short description of method application; one map of full island (OK Google if source cited) & photos of landscape & cultural heritage
- Final panel 6: Project conclusions and outcomes (After the conference)

TO DO
- Every WP coordinator to write their own text to be put on panel with detailed case studies of own island (linked with methodology) with photos, maps; this information can also go online**.**
- To simplify the task, use the information from the leaflet, add a phrase about method, add reference to landscape, cultural heritage and description of the map.

Deadline: This material needs to be delivered by <u>15 June 2012.</u> It does not have to be perfect, but we need a draft.
Panels: dimension 84 cm x 119 cm
Text no more than 500 words

WP6 CONTENT
Dissemination
- Videos should be ready by the end of the year

TRANSLATIONS
(Budget 1000 euros**)**
Translations for documents for wider dissemination to the public:

- Webpage

- At least one panel of the Travelling Exhibition should be translated into partners' language (e.g. key elements, conclusions after the conference)
- Questionnaires
- Book summary
- Project outcomes – recommendations for the future; compile an ESLAND/ASINARA CHARTER on selected topics to put on website as a downloadable PDF document
- Further hints will come from the Stakeholders Meetings in the islands

ESLAND SECRETARIAT
TO DO
- Upload & download key documents on website
- OCS to be activated as it is safer to keep documents there.

WP 1 OR
OR One of the outcomes of this project is to find out what features do these islands have in common that distinguishes them from the mainland. Is there a special feature of insularity? Preliminary comparisons have begun to be made between the Scilly Islands and the mainland of Cornwall through mapping. Also a comparison between fortifications on island and the mainland.

VENICE METHODOLOGY
IUAV students working on WP1 have developed WP1 studying a large quantity of books of different kinds: history, geography, interesting literature etc. Databases have been created. Another student is preparing a thesis linked to the ESLAND project for the Venice lagoon, especially on WP1 and WP4.

TO DO
- Partners to send their material on WP1 to OR by 15 September 2012.
- OR will analyse the material in time for the conference, even if the material is bullet points, copy & paste, maps etc.
- WP material for the coordinator must be collected by December 2012, otherwise there won't be time to carry out any analysis, before the pj ends and report it in the book chapters.
- Esland Secretariat to ask MP if he has made any progress on WP 1.

Agreed
- First results to be communicated at the conference.
- Once the conference is over, the methodology/approach used will come out into the public domain.
- The questionnaire must remain internal as it is confidential material.
- It would be great if each WP explores the history of the island, even if there's just a short description. Not every question may be able to be answered.
- If students are chosen to work on another WP, WP1 should be priority as this is the basis of all our work, followed by landscape assessment and thirdly identity. All important and interrelated topics but landscape history is the most important.

WP2 MZ
WP2 methodology
Agreed

- The character of the island needs to come out, e.g. fishing activities and villages need to be mapped.
- Valuable heritage landscapes on Cyprus: the most important areas need to be looked at.
- The human and cultural elements need to be placed on top of the landscape assessment that has already been carried out. It is very important that WP2 focuses on the cultural elements that have already been discussed and identified at CY Meeting and this has now been clarified.
- Seascape is an important feature when classifying/assessing landscape but this is not the focus of the ESLAND project, which is island landscape and cultural heritage.
- GP's suggestion is to focus on the cultural heritage linked to the landscape of the island (points 5 – 13 of the methodology). LEVEL 3 is the Esland project. Levels 1 & 2 are support to the project.
- WP2 group needs to work on level 3.
- Sassari needs a more detailed layer of the human impact on the landscape, but the SS team is working on this.
- Three groups working on landscape characterisation: CY, Sassari & Venice.
- The cultural element is missing from the Estonian team's approach for the moment.

WP INVOLVEMENT IN OTHER WPS

- Three groups working on each WP would be good. Each partner can choose to work within the WP they like, but the method must be the same. WP coordinator can adjust method but not change it from the proposal approved by the EC.
- Sassari team to go to courses dealing with landscape and give a presentation about the Esland project in order to encourage volunteers for the project.

Saaremaa Meeting Tuesday 22 May 2012
Present GP, SM, VS, MZ, VT, OR, MK, MS, SD, GN

WEBSITE
TO DO
- Look in more detail at the project website and that of CCLP
- Rectify the following problems:

1) Last image is cut in half
2) The home page freezes
3) Slide show too fast
4) Change too abrupt
5) Content needs to be added – everyone needs to contribute. Submit a text about each island, give to translators if English is not perfect, and use the translation budget.
6) Close/render invisible pages under construction.
7) Improve images
8) On the ABOUT page, each title in the menu needs to be activated to bring people directly to the description of the WP.
9) WP 1, 2, 3, 4, etc. titles need to be added
10) Add Esland logo to tab
11) Add links to pages to create more impact.
12) Menu and main content need to be translated. Partners to decide if documents need to be translated and use their budget accordingly.

Agreed
- Keep original text in original language (island description), so that this can be added later (MZ).
- Priority is the English version.
- We need a common format as a template for this.
- GP will work with GN to formulate a template.
- The message conveyed needs to be acceptable to the general public.
- The website should be the work of all the partners; please send material to Esland Secretariat (specific & general) to be put online.
- For any changes please ask VT.
- Translation: priority to finish the English version; the website will be translated into Italian, using our budget.
- Menu and main content need to be translated. Partners to decide if documents need to be translated and to use their budget accordingly.

WP5 MS
Agreed
- Aim of the WP is to help community operators and policy makers.
- As project is in progress, methodology cannot go into the public domain before we publish. Bibliography and methodology will be published in the Esland book after we finalise the project.
- Consideration needs to be given to the maintenance of the e-library archives when the project finishes; perhaps another term needs to be used. (OR)

- Project websites generally have a 5-year life, but GP will continue to add something every now and then after the project ends.

TO DO
- Define what is meant by Landscape Toolkit.
- E- Archive (e-library): envisage solutions for archive storage.
- Partners need to decide together what could be added to the e-library.

E-BULLETIN
Agreed
- E-Bulletin content: vision, goals, meetings, stakeholders, photos, news and events.
- E-bulletin issues, every 6 months: end of May 2012, end of September 2012, end of March 2013
- Highlight in the bulletin, key issues of the project and activities that are not visible on the website.
- Essential that English is correct so translation budget should be used.
- E-bulletin will be sent to all partners and can also be published on individual university/organisation websites.
- E-bulletins sent by email will be limited; perhaps a link can be sent.
- E-bulletin will be publicised at the conference.

TO DO
- MS to contact partners for latest news on project.

FACEBOOK
TO DO
- Find volunteers to help
- Check project proposal to see if Linkedin should be opened.
Agreed
- Aim is to raise public awareness through social networks (Facebook and Twitter).
- MRV & MS will act as administrators.
- The possibility of opening Twitter will be explored.

PHOTOS AND VIDEOS
Agreed
- Method of selection of photos or videos is very important. These should reflect specific or distinctive features rather than just random shots. We need to be very careful what we choose, so the photos represent the special characteristics of the island. (OR)
- Video production requires further effort. At the end of the project we need videos.

TRAINING MANUAL
Agreed
- It may be possible to develop a training manual for the toolkit.
- One training manual for each WP must be prepared: to be discussed at next meeting.

PROJECT OUTCOMES
TO DO
- Discuss and decide whether we want to insert outcomes onto EUROPEANA digital archive towards the end of the project.

CULTURAL LANDSCAPE MAPS
The power of the toolkit can amplify knowledge of the landscape, guides perception. Different toolkits can bring different visions. Map can be downloaded for free from the website. Flash descriptions, e.g. how long an itinerary takes, different components of the itinerary including geology, cultural heritage. Itineraries done on our field trips could appear on the map. (MS)
A very nice idea that can be built on but is a project in itself. (GP)

Agreed
- To try and find a solution/compromise, e.g. link to historical maps, landscape characterisation. It can be used as inspiration and we can work on this idea.

EVE PLATFORM on the European Commission Website
TO DO
- Check if we have the password to log in to EVE, possibly from the project proposal.
- Add link to Eve from Esland website

MAP
Agreed
- Needs more work on it
- All maps should have a scale and location (OR)
- We need to consider who will manage social networks once the project closes.

SUMMER SCHOOL 2013
- To be held maybe towards the end of August 2013, mountains & sea locations (Asinara).
- Proposal has passed the first commission.
- If the project passes, we will have a budget to cover partners and students expenses.

BOOK
Agreed
- This will be the book of the WPs according to the project proposal.
- Currently exploring possibilities with Ashgate; reputable publisher, reasonable price, well-known publishers by architects and people working in landscape & heritage studies.
- GP is the book editor. The WP leaders are the coordinator and editors of their sections, like in the Eucaland book.
- We have a sufficient budget to cover the publication, illustrations, indexing.
- Translation budget can be used for one page summary in partners own language.
- Publication deadline is May 2013. The idea is to produce for that date the proceedings of the conference (book of abstracts), or a simple atlas of our islands, two pages for each island. This will allow us to produce it in time to meet the deadline.
- Receipt from the publisher for the book and the proceedings/atlas will be given by end of April 2013.

- As the idea is innovative it could be something to build on in the future.
- Although the publisher will decide on the final format, WP coordinators to discuss the format further at the conference.
- Content: Include a Google Map of the island; Descriptions of the islands; 16 islands – 32 pages plus intro etc. 48 pages (collage of pictures), all coloured pages.

TO DO
- Prepare drafts of the chapters to be delivered at the conference.
- Fix a deadline for receipt of materials.

ESLAND PROJECT CONFERENCE ORGANIZATION
Conference Day One Timetable:
- Keynote speakers: Federico Cinquepalmi MIUR, Daniela Sandroni MIBAC, Anna Maria Maggiore MATTM
- <u>If time</u> GP will present the project in the morning.
- Afternoon: 6 slots of 20 minutes each: (15 minutes' talk, 5 minutes' questions)

GP Introduction
OR WP1
IV WP2
MP WP3
MK WP4
SD WP5

- At the end of the first day:
1) Present the Travelling Exhibition and the posters of the Esland project.
2) Finish the conference at 18:00.
3) Gather at 19:00.
4) Leave for agriturismo: 19:15 Arrive: 19:45 (There will be a bus organised to take people to the restaurant for the Cultural Dinner).
- It is hoped that at least 100 delegates will attend the conference.

Agreed
- Conference board made up of WP coordinators.
- It is fine to use student volunteers.

TO DO
- Oral presentation people to come to the conference with a draft of the chapter, which might be published in the book.
- GP to talk with Sassari about covering bus expenses to the restaurant as this is an additional cost

Conference Day Two Timetable (The European Day):
9:00 Start Keynote speaker: Maguelonne (European Landscape Convention)
Morning
First part: Island Landscape History (lots of abstracts)
Second part: Island Landscape Characterisation (no abstract received)
Afternoon

First part: Island Landscape Identity
Second part: Island Landscape Scenario (no scenario)
Third part: Landscape e-tools
Poster presentations possibly at the end of each session. This way we can be sure that there are more people. Or perhaps at the beginning of the afternoon and gather everyone together?

5 people at the meeting prefer at end of session
2 people at the meeting prefer in the middle of day

TO DO
- Final decision needs to be taken with regards to poster presentation organisation.

Agreed
- Posters and Travelling Exhibition will be displayed for two days.

FIELD TRIP
- Leave Sassari at 8:30 for Stintino.
- Stintino boat leaves at 10:00 and arrives Asinara 10:20.
- Lunch included
- Partners to stay on the island; for the others: boat leaves Asinara at 17:00 and arrives Stintino at 17:30. Bus takes everyone to Sassari to arrive around 18:30.

WP3 VS
Agreed
- Without diminishing great work of MP & VS, we need to simplify things to make it easier for others to contribute to WP3.

Structure
Part A: General Introduction
Part B: Includes:
- the work provided by the other WPs
- local inhabitants' views – cognitive mapping: 20 – 50 questionnaires
- governance practices
- recommendations for enhancement & management focusing on cultural elements
- conclusions
- references & literature
- cognitive mapping

Every partner should have received template for questionnaire.
Pioneer case studies to begin in Venice.

Sassari : WP3 Asinara
Followed instructions according to MP & VS
1) Brief description of the island (could be used for Atlas)
2) Definitions of landscape features, cultural heritage, cultural identity

Agreed Improvements for WP3 Questionnaire
- The partners feel that giving the questionnaire and asking respondents to send it back will almost certainly be a failure, as there is no incentive to return, it is too difficult to answer,

too long and takes too much time. People may not understand what is meant by the word 'landscape', even amongst scientists who have their own opinions. In order to succeed we need to simplify the approach: Make the questionnaire simpler or carry out face-to-face interviews.

- Simplify the introduction about the Esland project.
- Simplify the landscape features into bullet points.
- Use the vernacular to communicate with the general public.
- The interviewers need to have a very clear picture of the aim of the questionnaire.
- WP3 structure for methodology must remain as designed; we will just try to simplify the method.
- Add important place names and scale. Position to the mainland, main roads/railways, mountain range names.
- Identity contains an element of comparison.
- Use multiple choice questions if and when appropriate.
- We will produce a questionnaire on the basis of what we have discussed here to try and engage people better.
- MP is working on Part A of the report.
- Venice, Asinara, Korcula are working on WP3 and will contribute to Part B of the report. Perhaps also Estonia & Cyprus.
- It would be nice to continue with the input of landscape history but have to be careful about the amount of work that could make it into a project in itself.
- Every WP starts without the input of the other WPs. At the very end, every WP coordinator will have the results of the other WPS, which will then be analysed for the book.
- Cognitive mapping – this is the view of people living on the island (not in the case of Asinara). Concentrate on permanent residents or people who live a good part of the year on the island. Tourists can be left for the moment.
- MP will look at Governance Practices & Recommendations for enhancement (possibly more appropriate for scenario or final outcome of the project) for Korcula.
- Sassari will also look at Governance Practices.
- Venice, CY do not have the resources to follow through on Governance Practices
- MP could make recommendations and feed in to WP4.
- MP responsible for conclusions.

TO DO
Valentina to produce an example of the type of map she would expect to use.

Saaremaa Meeting 23 May 2012

Present: GP, SM, VS, OR, VT, MZ, GN, SD, MS, MK

WP 4 MK
Virtual Landscape Theatre demonstration used by MK's department at Estonian University of Life Sciences

General Comments about using this technology for Scenario in WP4
SD & MS We see it as a tool and the scenario as an outcome. Unsure how it could be used in the context of Asinara.
OR It would be useful if these methods could be used to work backwards.
MS Each island could have a specific scenario: natural catastrophe, climate change, changing social dynamics. The number of scenarios needs to be defined, as well as the driving forces and changing dynamics over a defined period of time.
MK We need to consider how we can express the 'islandness' of our islands through scenarios.
MZ We can use our work on landscape characterisation. Change the pattern of fields and overlay the cultural heritage. It might work well.

Agreed
- Great method, already in place, tried and tested, good quality.
- Virtual Theatre Approach is approved and partners are happy to provide MK with material from their islands.
- Scenario mapping and videos are key points.
- WP1 is the basis of everything. All groups are encouraged to work on WP1, as essential to have knowledge of the island if you don't have other information from other WPs.
- The closer we are to WP2 and WP3, the better the outcome

Questions to solve
- How much can we use the dimension of landscape history (WP1) in scenario?
- Scenario descriptors? How to define it? In a conventional or innovative way?
- Can identity (WP3) be included?

Direct drivers for Island Landscape Change in European islands
- Bridging? Anti-islanding?
- Wind farming (dominates the landscape and has strong impact on landscape change)
- Tourism-driven landscape collapse
- Sea-level rise (climate change)
- Plant diseases due to global warming

TO DO
- Identify other drivers of landscape change in European islands

To take into consideration (OR)
- Is an assumption being made that the future is based on the recent past?
- Other factors may come into play, e.g. the economy.
- Will tourism reach a peak and begin to decline? Has it already peaked in some cases?

- We are treating the future as an extrapolation of the recent past. Will a future contraction in the economy affect an island more than the mainland?
- Will the trends of the last ten years continue into the next ten years?
- All these need to be made clear and be expressly stated.

TO DO
- First we need to define the real goals of this WP before we can consider the above.
- Once this has been done the implications of above can be discussed.

DISCUSSION ON LANDSCAPE CHARACTERS WP2 LINKED WITH WP3 & WP4
- Conventional cultural landscape characters: land use, land cover patterns, landscape mosaic, landscape elements, infrastructure, field patterns, settlements, road networks
- What are the innovative characters?
- It is difficult to portray the intangible (cultural elements) in a scenario or video. (OR)
- There are spaces, e.g. battlefields, that are protected and therefore have been identified and can be mapped, or areas mentioned in literature, like the Dolomites or the Carso. (GP)
- These landscape features need to be labelled. (OR)
- Local practices in farming have a visual impact on the landscape, therefore these also have tangible features that can be mapped. (MZ)
- The practice itself is intangible. We need to find a solution that makes it readable for the others, like a commentary or a label. (GP)
- A stone in a forest in the UK marks the place, i.e. where King William was killed. The stone becomes tangible as it is marked on the stone what happened. (OR)
- A named tree in Hatfield Forest is another example, it is visible and tangible because it is labelled (GP).
- Example of a river dividing two communities (Orthodox and more Westernised), two different dialects, different pathways through the woods, tangible features of different land use (MK).
- Does any action need to be taken to protect the features that have already been identified (OR)?
- How do we capture landscape identity in scenarios (OR)?

Agreed
- We are looking at both island landscape and their intangible features that are important for cultural heritage: island landscape and intangible features are fundamental for our innovative approach. This is the focus of the project.
- We therefore need to go for the innovative rather than the conventional way for research.
- How this can be done will be drafted in the WP method and tested at the Summer School (SS).

TO DO
- MK to draft a methodology for WP4 to direct the partners.
- Discussion to take place after the stakeholders meeting as more input may come from them and we can learn from their approach.
- Important to draft a method in time for the conference and the book.
- The exercise before the conference will be testing the methodology. Technology testing will be with CY.

- Try to fill in questionnaires before the SS to use as a basis for the scenario work.
- Refine the methodology on the basis of work illustrated at the conference and distribute to partners.
- Students working on scenario could prepare a poster presentation for the conference.

BOOK PROPOSAL

Agreed
- Approved and ready to propose to Ashgate by the editor (GP).
- We will also propose the publication for the European Commission.

CONFERENCE

TO DO
Sassari Team to:
- look at conference leaflet and include sponsors' logos
- book hotel for project partners
- book restaurant for the evening of 12 October

Esland secretariat:
- Esland secretariat available for questions until the end of June.

ABSTRACTS
Agreed
1) We need a second call for papers to bring in more Europeans as we have an overwhelming number of Italians.
2) GP worked very hard with her networks and address lists
3) The help of all partners is required to disseminate the call.

TO DO
- Partners to publicise and advertise the conference at European level.
- Partners to use their networks (Northern Europe/Mediterranean) to disseminate the conference.
- MK to contact Le Notre in Vienna, IALE Europe, WCPA, UNESCO – Island Landscape Chapter, Euro Site – protected areas in Europe.
- GP to contact Jonathan Porter for IALE the Landscape Character Network, EFLA, European Forum of Nature Conservation and Pasturalism, Euro Park, Federparchi, IUAV contact UNISCAPE
- Ole & Jorgen to contact Nordic Landscape Network
- MZ to contact ISLENET
- Advert attachment needs to be updated and sent to partners next week
- Send new advert to those already contacted to add to their calendars, news and events.
- First selection needs to be communicated

POSSIBLE STRUCTURE FOR PRESENTATIONS AT CONFERENCE
- Second day start at 9:00
- Key note speaker Maguelonne

- 9:45 Four slots of 15 minutes each WP1; Presentations 1, 2, 3, 4 + Discussion (20 minutes)
- Coffee break 11:00 - 11:30
- 11:30 – 12:00 WP1 presentations 5, 6; 12:00 WP1 Presentations 7,8,9, 10 of 5 minutes each + 12:20 Discussion

or

11:30 5	11:45 6	Discussion	7,8,9,10	12:15 Begin W2 1	2	3	4	Discussion	

- aim for WP1 & 2 in the morning, the rest in the afternoon
- 13:30 - 14: 30 LUNCH

WP3

14:30 1	14:45 2	15:00 3	15:15 4	Discussion					

TO BE DECIDED according to the type of papers given.
- Discussion after a block of 4/5 talks?

CHANGES to TIMELINE DEADLINES
- Abstract submission deadline 20 June 2012.
- Selection to be communicated 30 June 2012.
- Draft of paper submission on 30 September.
- Final paper submission for publication on 31 October.

WEBSITE VT

TO DO
- VT needs material to put on the website.
- ABOUT: Bigger letters / Type size could be increased as there's plenty of space.
- The type size under VISION needs to be the same as the GOALS.
- PROJECT ACTIVITIES: Add hyperlinks to connect each project activity to descriptions under the LANDSCAPE umbrella.
- VT should check type size for all the other topics – they need to be the same as GOALS.
- Put Log In on the tool bar or find a suitable solution.
- Eliminate the word MENU from each of the topic titles.
- SHARE Only Facebook and Twitter (only those that are really functional).
- NEWS: under News change abstract deadline to 20 June 2012.
- Under Conference change abstract deadline to 20 June 2012.
- FIRST PAGE OF NEWS: Calendar with Summer School & Conference: Meetings past and future; upcoming events.
- SUMMER SCHOOL: Summer school text to be prepared and sent to VT.
- Eliminate Workshops/ Travelling Exhibitions/ Press Releases for the time being.
- LANDSCAPE: create a collage of pictures from the field trip.
- For each title page: History of Island landscapes, Character of Island Landscapes, Identity of Island Landscapes, Scenario of Island Landscapes, E-tools, Dissemination.
- ISLANDS: check Korcula spelling.

- Photos should be better quality, smaller and more immediate.
- Correct *Isles of Scilly*.
- LIBRARY: Gallery, Documents; Delete download/upload documents.
- E-tools: Sassari team to investigate how the word 'e-archive' is used on the web.
- Create Facebook and Twitter accounts: eslande–tools@gmail.com
- Send passwords to Esland secretariat and VT.
- See other projects with Facebook pages – e.g. Scalesas project.
- Partners to discuss and decide later if it is feasible for the map (SS Team suggestion) to be added to website.
- Consider who can manage the e-tools at the end of the project and how.

Agreed
- The project coordinator will occasionally continue to input results and update website even after the project ends. Partners are encouraged to send material to pj coordinator.
- Facebook and Twitter might finish at the end of the project.