

Minutes TPM Galway

May 20th – 22nd

Participants:

Nicola Metadger, Kevin Ó Sé, Mary Dillon, Pat Keane, Wiktorija Nevistic, Silvana Svetlicic, Carmelina Bucca, Ilaria Piccozzi, Gina Amato, Teresa Capell, Nuria Balague Linares, Helena Nilssan, Anna Zetterman, Emma Moore, Mairéad Morrow, Margaret O'Hare, Kersti Rohtmets, Ingrid Lilles, Monika Vaher, Ginallea Raycheva, Ana Bazhdorvano, Teodora Vetsova, Tony Hannah, Helen Butterwell

- The minutes of the previous TPM were read and agreed upon by the group.
- Completed Activities – work through completed activities, what needs to be completed to date and to the project end.
- Create a co-ordinators' folder on Google drive for the website.
- Discuss Quality Label. We agreed to apply for it.
- Gamt chart – ensure that all activities are done if they have not yet been completed.
- E-twinning – partners agreed that it was very difficult to organise the site and that it should have been done from the start.
- Website – Ireland are working on this.
- Results Platform – Website will be **main** part of this.
- Final Report – to be completed and sent to partner countries for approval.