Achieving and Retrieving Creativity through European fashion Cultural Heritage Inspiration

ART CHERIE

PM Document	Minutes of the Second Technical Meeting

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Action:	Project Management and Coordination
Date:	19th June 2018

18-19/01/2018

University of the Arts London, UK

MINUTES

The second technical meeting of the ERASMUS+ ART-CHERIE project was held on 18-19/01/2018 in the University of the Arts London, UK.

The meeting was attended by representatives of the beneficiaries, as listed below.

Attendees: (copy list of participants)

Organisation	Name
EURATEX	Ana Manuelito
EURATEX	Francesco Marchi
GNOSI NGO	Prodomos Vadratsikas
HCIA	Meletios Karabinis
HCIA	Theofilos Aslanidis
Prato Textile Museum	Daniela Degl'Innocenti
Prato Textile Museum	Laura Fiesoli
UAL	Jerneja Rebernak
UAL	Jose Teunissen
UAL	Polly Kenny
UAL	Susanne Baldwin
UAL	Steve Williams
UAL	Andrew Cavers
UAL	Nicola Dorigo Salamon

The following paragraphs provide a brief summary of the presentations and discussion. The presentations will be lodged to the ART CHERIE website.

Location: University ofPrato Textile Museum, Prato, Italy

Hosting Organization: Prato Textile Museum

AGENDA

**ART CHERIE SECOND TECHNICAL MEETING
Date: 18-19 January 2018**

Thursday 18 January 2018, London College of Fashion (UAL), 20 John Prince's Street, London, W1G 0BJ, Room JPS 525

12:00	Registration of participants
12:00 – 13:00	Welcome by the Host Organization, registration of participants and lunch
13:00 – 16:00	The online educational unit in draft and look at some online courses developed by LCF (UAL)
16:00 – 17:00	Process and status of the digitalisation of Prato Museum **(Prato Museum)**
17:00 – 18:00	Project management & implementation process overview **(Euratex)**
18:00 – 20:00	**SOCIAL DINNER (location TBC)**
End of 1st Day	

Friday 19 January 2018, London College of Fashion (UAL), 40 Lime Grove, London, W12 8EA, Room LG A302

9:00	Registration of participants & Welcome coffee
9:00 – 10:00	Set up and development of the platform **(GNOSI NGO)**
10:00 – 11:00	Dissemination activities/outputs **(Euratex)**
11:00 – 13:00	Visit of Lime Grove site, Textile department
13:00 – 14:30	**SOCIAL LUNCH (location TBC)**
End of Meeting	

The purpose of the meeting was to:

- Define and identify the items from the museum collections to be used as research and inspiration sources for the online courses addressed to designers and professionals
- Analyse the museum collections and archive by a site visit that will lead to the development of the training material
- Presentation of the structure and implementation of the curricula identification framework and courses for VET curricula
- Exchange about project management and financial aspects
- Inform partners about dissemination activities

The aim of this meeting is to discuss the first outline/draft of the e-learning units LCF is currently developing and also the digitalisation process of the Prato Museum. Furthermore, the set up and development of the platform will be discussed as well as the project management issues and the dissemination activities/outputs. A visit of Lime grove site (textile department of UAL) is also foreseen.

Introduction – Ms. Fiesoli (Prato Textile Museum)

- After an initial welcome to the attendees, and provision of logistical information for the meeting, the agenda was outlined, and the site visit was started.

Session 1 – Visit to the Prato Textile Museum: permanent and temporary exhibition

- A visit to the Prato Textile Museum was conducted by the responsible of the permanent and temporary exhibition focusing on the style and trends of the XVIII century in Europe.
- It includes garments and fabrics, as well as porcelain objects, shoes and paintings which belonged to the aristocracy and the upper bourgeoisie at that time.
- This exhibition is available in the Prato Textile Museum until April 2018.

Session 2 – Lecture "An overview on patterns of a selection of items from the ancient collection of the Prato Textile Museum", Ms. Daniela Degl'Innocenti (Prato Textile Museum)

- Several samples from the XIV to the XVII centuries were presented by Ms. Degl'Innocenti, pointing out the main important characteristics.
- A historical, political and commercial overview was also done in order to have a general background about the evolution of the fabrics and garments at that time. For instance, it was referred the importance of the silk commerce in the XIV century for the Europeans, since Venice was the main entrance point of the Western countries during this period.

Session 3 – Presentation of a selection of textiles from sample books of XX century + contemporary textiles and final discussion, Ms. Laura Fiesoli (Prato Textile Museum)

- Ms. Fiesoli gave an overview of the museum collection to identify the most suitable items to be used as research and inspiration sources for the online courses addressed to designers and professionals.
- There are several collections that are available online, some are part of the Google project "We wear culture", others belong to the Prato Textile Museum and others are available offline too.
- Ms. Fiesoli listed in detail some of the collections from the Prato Textile Museum: historical and sacred vestments; embroiders textiles items (which are not yet all digitalized); ethic textiles and garments; architectural textiles; different samples from the end of the nineteen century until the year of 2008 (around 1000 pieces); contemporary fabrics (just photos) and some garment accessories.
- Based on this vast list, UAL will come back with proposals very soon.

Session 4 – Presentation of the structure and implementation schedule of IOs 6 and 7, Ms. Jose Teunissen (UAL)

- Ms. Teunissen summarized the document that was distributed previously regarding the curricula framework performed by UAL. It was said that UAL is only able to perform 2 out of 7 units because of the budget limitations.
- Ms. Guarini and Ms. Fiesoli said that would be very important to know by the end of this meeting which collections UAL think that are appropriate to carry out the courses.

- Ms. Kenny informed that is very difficult to make a decision right now since there are lots of magnificent collections that have to be further analysed in order to achieve the best results possible. However, it was agreed that UAL will send the list of collections chosen and all the information they need by September 2017, allowing the start of the digitalization works to be done by the Prato Museum partners. Moreover, UAL will start working on the 2 units content by September 2017.
- Mr. Karabinis pointed out that the partnership has to be clear on which type of population / audience that is foreseen for this project. It is fundamental to catch the young designers and the students' attention.
- As far as the web platform is concerned, Ms. Panagiotopoulou said that there are budget limitations and they have to know how to proceed. A chat with Mr. Gray will be scheduled to further discuss this point.

Session 5 – Project Management and discussion on the Quality Plan, Mr. Francesco Marchi (Euratex) and Ms. Despoina Panagiotopoulou (GNOSI NGO)

- Mr. Marchi revisited the first part of the project overview in terms of tasks accomplished and others under development.
- Ms. Panagiotopoulou introduced the topic of the quality plan explaining that it is a continuous work to be carry out during the development of the project. Ms. Panagiotopoulou reinforced the need to use the specific templates which are included in the quality plan and any feedback from partners shall be recorded to be made available to the external evaluator in due time.
- Mr. Marchi and Ms. Panagiotopoulou explained in detail what should be sent to the coordinator partner (Euratex) in order to perform properly the interim report in the following days. They reminded the need to fill-in all the necessary Excel files and pointed out specific rules about how to report the different costs correctly. Partners will proceed accordingly.
- Mr. Marchi informed partners about the next technical meeting that is expected to be held in Athens in December 2017.

Session 6 – Follow-up of the ART-CHERIE Dissemination and Exploitation Plan, Ms. Ana Manuelito (Euratex) and Mrs. Despoina Panagiotopoulou (GNOSI NGO)

- Ms. Manuelito revisited the accomplished and the ongoing tasks as regards dissemination activities, namely the website, the dissemination and production materials, the social media (facebook page), reinforcing the need to have the involvement of partners in all the project activities.
- Ms. Manuelito informed partners about the timings and important information for the elaboration of the first newsletter. Tasks and responsibilities were agreed and shared among partners in this regard. The second newsletter will be done by the Textile Prato Museum and should be sent by January 2018. Newsletters has to be prepared in English, although partners are free to translate it into their national languages if they wish so.

- The dissemination plan was presented by Ms. Panagiotopoulou. It was also said that the Exploitation plan will be made available very soon.
- Ms. Manuelito will set up a doodle regarding the date for the third technical meeting.
- Ms. Rebernak suggested to have a cloud / online tool to make all the documents, outputs, templates accessible to everybody. Ms. Manuelito will take care of it.
- Ms. Rebernak asked whether is not possible to shift some amounts from the translation works that at the end were carried out internally and use that money for other specific tasks, such as to promote the ART-CHERIE project through videos to be published in the social media channels.
- Partners reached an agreement on the USB order proposal from Euratex. It was decided to order all the USB-keys from the Belgian supplier (previously sent to everybody) to get a better price and split the cost by every partner, each one receiving a specific invoice. Euratex will proceed accordingly and the USB-keys will be distributed during the next technical meeting.

Session 7 – Follow-up of the study visit and discussion on the implementation of OI5, Mr. Filippo Guarini and Ms. Laura Fiesoli (Prato Textile Museum)

- Mr. Guarini and Ms. Fiesoli summarized the main discussions and conclusions regarding the meeting and presented an overview about the main points related to the Prato Museum collections.
- It was highlighted the need to think about the most suitable form that the collections must be provided, how those collections can be delivered and when the digitalization work should be carry out. For instance, Ms. Fiesoli said that if partners are interested about the XVIII century exhibition items, the Museum has to approach the owners of the items previously.
- Ms. Kenny said that UAL prefers to work on a specific and limited collection / items.
- Mrs. Karabinis emphasized that all the content of the collections should be divided in: a) historical part (until the XX century) and b) XX century until the 70s. Information about colors, as well as good resolution photos/digitalized items would be very important and attractive. Mr. Karabinis will send a detailed email to partners next week with this and other views/suggestions.
- It was decided that a final decision about the collections will be made by end of July and the digitalization works will start in September 2017.

Session 8 – Presentation of the frame and technology of the webplatform, Ms. Despoina Panagiotopoulou (GNOSI NGO)

- Ms. Panagiotopoulou presented the web platform for the project, saying that it will be developed by GNOSI in Greece. GNOSI is obliged to have the platform in a Greek server and according to the Greek legislation. There are some related-issues, such as the maintenance and accessibility that should be considered.
- Ms. Rebernak asked who will take the ownership of maintaining the platform and UAL prefer to have open licenses for the courses.

- Mr. Marchi said that the partnership has to question the web developer in order to know how we can find a solution to maintain the website and the server repository during 5 years.
- Ms. Rebernak suggested to further discuss where to host the platform in the next technical meeting.
- Mr. Marchi asked whether the web developer can host the platform. We have some specifications about this topic in order to sort out how we can deal with it. Comments from partners on the technical description of the platform are very welcomed by mid-September 2017.
- Ms. Panagiotopoulou will send to Euratex a draft letter to be sent to the national Authority dealing with the ART-CHERIE project addressing the question about the possibility to shift a partial amount from the translation budget to the courses content and dissemination activities.

The meeting ended according to the agenda at 12:30.