



CEPIS
Council of European Professional
Informatics Societies

Task Force on Membership Issues and Fees Terms of Reference

CEPIS provides a forum for Members to collaborate on topics of interest through its groups (Task Forces or Special Interest Networks) and activities. These must have a terms of reference that outlines their objectives and specifies what actions will take place. These Terms of Reference must be approved by Council. Outputs of the work (papers, statements) must be submitted to Council for approval.

Name of the activity/group	CEPIS Task Force on Membership Issues and Fees
Purpose	The CEPIS Taskforce on Membership Issues and Fees (TF MIF) brings together the representatives of the Member Societies with the mission of describing the best practice in the internal issues of the Member Societies including the work with their members and financial issues and of preparing the alternative models of collecting the Membership Fees in CEPIS.
Objectives	Objectives include the following activity areas: <ol style="list-style-type: none">1. Collecting the important information on the numbers of various types of members in the Member Societies and the ways how to maintain and increase the number of members2. Collecting the necessary information on the amount of revenues and expenditures the Member Societies work with including the full time and part time staff they have3. Preparing the alternative criteria and models of charging the Membership Fees in CEPIS
Members	Slovakia Czech Republic
Working method	The survey to get the necessary data with the help of the CEPIS secretariat. Two face-to-face meetings to discuss the items and also electronic communication including Business Skype calls etc.
Outputs/ Deliverables	Written reports on the membership issues, financial issues and Membership Fees in CEPIS for the internal discussion on the Council.
Budget	Approx. 5.000 Euro/year to finance two face-to-face meetings.