



Report of Project Management Unit meeting

Belgrade, January 15th, 2024





Project information

Project title	Agroforestry practices in West Balkan for sustainable development: weaknesses and strengths
Project acronym	AGFORWEB
Project reference number	2022-1-RS01-KA220-HED-000089900
Coordinator	University of Belgrade
Project start date	December 1, 2022
Project duration	24 months

Document control sheet

Title of the Work Package	WP1 Project management
Title of Deliverable	Report of Project Management Unit meeting
Institution(s) and Author/s of the deliverable	University of Belgrade Sara Lukić
Contact	Sara Lukić sara.lukic@sfb.bf.ac.rs
Status of the document	final



AGENDA

PMU meeting

Monday January 15 th , 2024	
12:00 - 13:00 h	Appointment of editorial board members for a textbook in English
	Appointment of executive editor
	Activities in pre-publishing process (proofreading, preparation for printing, printing)
	Publishers of editions in partner languages
	Dissemination activities
	Discussion and closing the meeting

The PMU meeting of the project Agroforestry practices on West Balkan: weaknesses and strengths – AGFORWEB was held online using Zoom tool at January 15th, 2024 at 12. It was attended by all PMU members. The list of attendees is attached below.

All PMU members agreed on the proposal that the editorial board include one representative from each partner institution. The editorial board was appointed:

Editorial board	Partner institution
Sara Lukić	UB
Vladimir Ivezić	UNIOS
Krasimira Petkova	UFS
Dijana Vuletić	CFRI
Milić Čurović	UOM

Sara Lukić was appointed as the executive editor.

Pre-publication activities are defined. Editorial board agreed to appoint UB to be the publisher of the publication in English to avoid potential delays due to distinct procedures on partner universities required for mutual publishing.

Proofreading of the manuscript is required and each partner will provide proofreading by native English speaker for chapters provided by authors from their institution.

UNIOS will provide preparation of the manuscript for printing after peer review.

UB is responsible for printing of the textbook edition in English in circulation of 300 copies.

For editions in partner languages all partners will provide proofreading and preparation of the manuscript in ready-to-print form. UB is responsible for printing of all partner languages editions in circulation of 100 copies per partner institution.

All dissemination activities are conducted according to Dissemination plan. All partners are reminded to timely provide reports, attendance lists and photos from conducted dissemination activities to the Project's G Drive.

The meeting was finished at 12:40.



ATTENDANCE LIST

Meeting ID	Topic	Start Time	End Time	User Email	Duration (Minutes)	Participants						
91079969807	Univerzitet u Beogradu Šumarski fakultet's Zoom Meeting	01/15/2024 11:55:01 AM	01/15/2024 12:39:21 PM									
Name (Original Name)	User Email	Total Duration (Minutes)	Guest									
Univerzitet u Beogradu Šumarski fakultet	predavanje.04@sfb.bg.ac.rs	45	No									
Dijana Vuletic		38	Yes									
Aleksandar Baumgertel		44	Yes									
Krasimira Petkova		42	Yes									
Vladimir Ivezic		41	Yes									
Milic Curovic		22	Yes									