

**Minutes of the Seventh
Board Meeting
Business year 2013/2014;
November 29th, 2013
Skype, Online**

Minutes taker: Ana Bianca Badea

Participants:

Board members:

Anja Wilken – Chairperson
Vasily Bashutkin – Publications and Promotion Officer
Zaruhi Stepanyan – External Relations Officer, Vice-Chairperson
Ana Bianca Badea – Project Officer
Lira Hakani – Member Organizations Officer

Secretariat:

Mercedes Fioravanti – Secretary General
Natalia Luchko – Main Coordinator

Missing:

Francesco Chiechi - Treasurer

Agenda:

- 1) News from Office / News from Board
- 2) PBA/ next AM – who applies?
- 3) PBM in Prague
- 4) Memorandum for Black Sea Youth Network
- 5) Any Other Businesses
 - i. Christmas- video-message
- 6) Date and Place of the next Virtual Board Meeting

Abbreviations:

- 1. AM – Annual Meeting**
- 2. BM – Board Member**
- 3. AOB – any other business**
- 4. PBA – Partnership Building Activity**
- 5. PBM – Physical Board Meeting**

Results:

1. News from Office and Board

Office:

The office team went out in the town to have a reflection day: give feedback about their work in YEE and also to discuss about the future of YEE.

Jesus is updating the section on the YEE website: What you can do.

Mercedes: had one week holidays. She checked out the finances (how much money YEE still has until the end of the year) and started creating a welcome pack with guidelines for BMs with Natasha.

Natasha: started working with Zara at the Youth for Rivers booklet (she asked the Board to contribute with examples). She also started preparing the EVS documents, the YEE presentation and the last e-newsletter of the year (will be issued on 17th December).

Board:

Vasily: He discussed with Anja about the Christmas scenario for the video.

Zara: She went to the COMEM of European Youth Forum in Thessaloniki, where there were some statutory changes, amendments and discussions on policies. She went to the youth fair, but not as a participant - even she had prepared some handmade materials, there weren't enough compared with the other 1000 participants stands that were all very equipped. She took contacts of Greek environmental NGOs, that she will contact on skype.

Lira: She was checking and answering her e-mails.

Bianca: Besides keeping the contact with the Board and Secretariat through e-mails, she had a skype meeting with Natasha and Mercedes about the YEE projects and updated the project timetable with all the information we have at this hour.

Anja: Her NGO has another Board, so the contact with them this year will be stronger. She finished the article about the meeting from Brussels (this was already uploaded) and had a skype meeting with Kyrill on external relations.

2. Partnership Building Activity

Balta Daba (Latvia) can host it, but they cannot apply. Bianca proposed to plan this in January after we'll have all the dates regarding the other projects of YEE and also the new program Erasmus +. Zara and Natasha agreed until we know how many YEE projects were accepted.

3. PBM in Prague

We should try to find the cheapest connections, to arrive on 9th of January in the morning, and if it's possible to leave on 12th of January in the evening, for having more time to work (if this is not possible, Natasha and Mercedes could host us for one day). For booking the flights as soon as possible, we should send to Mercedes, the personal details (passport number, full name, date of birth). They already found a

pension where the Board can stay during the meeting, where we can prepare the breakfast and the dinner (for saving money) and also hold a part of the meetings (if not in the eco-center). We agreed that we'll need a facilitator at least for one day and that we should prepare an agenda/ a time frame for the PBA.

4. Memorandum for Black Sea Youth Network

YEE will sign their memorandum- this could be an opportunity to expand our network and also we could help them if it's the case.

5. Any Other Businesses

i. Ideas for Christmas

Until 8th of December we should send Vasily 2 videos. In the first one the BM should sing We wish you a Merry Christmas (Anja will send a link with it) and members of Secretariat will show messages for a more sustainable Christmas. In the second one we wish all in our mother tongue, Merry Christmas and A Happy New Year or other messages that are used for this holidays in our countries. Be original and wish from the heart :D!

6. Date of the next VBM

We'll have one if it's the case in December and will establish the date on email.

Summary of some important "to dos":

Who?	What?	Until when?	(How?)
BM	Send the personal details to Mercedes for booking the flights	Sunday, December 1st	email
All	Send the 2 videos to Vasily	Sunday, December 8th	email, dropbox
All	Check the emails for the next VBM	December	email