

**Minutes of the Second  
Board Meeting  
Business year 2014/2015;  
October 23rd, 2014  
Skype, Online  
Minutes taker: Vasily Bashutkin**

**Participants:**

**Board members:**

Anja Wilken – Chairperson  
Christiane Klemm – Publications and Promotion Officer  
Zaruhi Stepanyan – External Relations Officer, Vice-Chairperson  
Lira Hakani – Member Organizations Officer  
Vasily Bashutkin - Treasurer

**Secretariat:**

Mercedes Fioravanti – Secretary General  
Natalia Luchko – Main Coordinator

**Missing:**

Ana Bianca Badea – Project Officer

**Agenda:**

1. News from Office and Board
2. PBM 2015 in Prague
3. Reward/certificate for Board Members
4. YFJ meeting (Zara+Bianca)
5. “NGO-Market” online
6. AOB

**Abbreviations:**

1. AM – Annual Meeting
1. BM – Board Member
2. AOB – any other business
3. EEB – European Environmental Bureau
4. PBM – Physical Board Meeting
5. YFJ – European Youth Forum
6. EYF – European Youth Foundation
7. NA – National Agency

**Results:**

**1. News from Office and Board**

**Office:**

**Mercedes:** was in Albania with Lira Hakani (Member Organisations Officer) for the youth exchange “In love with energy efficiency” (7-15 October). The project went quite well. Prepared grant application for Erasmus+ and the European Youth

Foundation for project “Green entrepreneurship”. Received contracts from Czech National Agency for projects: youth exchange “Three Rs for the environment” and training course “Follow-up and impact in international projects”. YEE received first payments for the projects as well.

**Natasha:** submitted grant application for the youth exchange “Impact of conflicts on the environment” to the European Youth Foundation. Submitted grant application to the Czech National Agency for EVS project. The final report of the training course “Environmental education for sustainability” was approved by both funders (EYF and EACEA). Now works on creation of a toolkit connected with the training course “Follow-up and impact in international projects”. Did activities in office (work with EVS volunteers, updating YEE website).

### News from the board:

**Vasily:** discussed definition of tasks with Mercedes & Anja, helped Chris to edit video, worked on draft of letter for donations.

**Chris:** Worked on “The right to be(e)” campaign (had a meeting with the team and talked about the new logo). Was preparing her part of a video message for the presentation of the Board. Started draft for approaching Old Socks for cooperation.

**Zara:** worked on the grant application for the project “Environmental Training for Eco-Trainers”, organised YEE’s participation in European Youth Forum event [which one?], worked on preparing parts for future toolkit “How to make your project last. Guide on creating impact and follow-up”.

**Lira:** Organised the youth exchange “In love with energy efficiency” (7-15 October) in Albania.

**Anja:** was busy preparing the grant application of the project “Environmental Training for Eco-Trainers” and applying to the German National Agency. Is part of an editorial team of the toolkit “How to make your project last. Guide on creating impact and follow-up”. Tried to start the work group “Environmental Rules of Procedure” together with Bianca. Discussed with Gosia EMS (Environmental Management System) project (offered by former EVS volunteer Jesus de la Hoz Trapero), gets ready for appraisal interviews with Natasha and Mercedes.

### Projects update:

**Work plan “Green entrepreneurship”:** Grant applications to the EYF and Czech National Agency (Erasmus+) were submitted on 1 October deadline.

**YE “Discover the soul of Carpathian mountains”:** The team decided to apply for the next Erasmus+ deadline.

**“Big Jump Challenge”:** the project was applied to the Belgian National Agency for “Structured dialogue” grant on 1 October deadline.

**YE “Eco-school partnership”:** Mine Vaganti will apply for a grant for next Erasmus+ deadline.

**Campaign “Insecta rules”:** there were not much news about this campaign. YEE will try to contact OPE again.

**TC “Environmental Training for Eco-Trainers”:** the application was submitted for 1 October deadline to the German National Agency. There were some practical arrangements already made. The call for participants was sent out as well.

## **2. PBM 2015 in Prague**

The Board members share their availabilities for the beginning of 2015. In 4 weeks from now board shall decide dates for PBM.

## **3. Reward/certificate for Board Members**

A frame shall be developed of how certificate shall be given to the Board members as a reward for volunteering for YEE. Anja will prepare a draft-suggestion of those bonuses. Before the next PBM we shall have a draft of the documents to discuss it together. Vasily and Chris will help Anja.

## **4. YFJ meeting (Zara+Bianca)**

Zara and Bianca will attend the General Assembly of YFJ on 19-22 November. Major event: there will be elections for president and vice-president. Zara and Bianca are going to meet the candidate for president and ask to support for environmental projects. Anja asked to deliver the idea of sustainability to their activities (such policy for environmental–friendly traveling).

## **5. “NGO-Market” online**

It is a reminder for the Board to boost this project. Information shall be available online so that member organisations could exchange information among each other. Chris was about to do that within Promo & Publications activities. Lira could contribute with her help.

## **6. AOB**

**6.1.** Christiane and Natalia from the PoR applied for EEB Annual General Meeting 2014. They are waiting for confirmation of their participation.

**6.2.** Mercedes will join Info day on EU Funding by European Youth Forum in Brussels on 13 and 14 November.

**6.3.** Not all the organizations shall be asked for donations. This issue will be discussed as a separate point during next VBM. Vasiliy shall introduce thoughts and ideas.