

**Minutes of the First Virtual Board Meeting
Business year 2015/2016;
August 24th, 2015
Skype, Online
Minutes takers:
Jessica Massucco and Mercedes Fioravanti**

Participants:

Board members 2015-2016:

Anja Wilken – Chairperson
Zaruhi Stepanyan – Project Officer, Vice-Chairperson
Christiane Klemm – External Relations Officer
Jessica Massucco – Publications and Promotion Officer
Marieta Baricevic – Member Organisations Officer
Janis Porietis – Treasurer

Board members 2014-2015

Lira Hakani – Member Organisations Officer 2014-2015
Ana Bianca Badea – Project Officer 2014-2015
Vasily Bashutkin – Treasurer 2014-2015

Secretariat:

Mercedes Fioravanti – Secretary General
Natalia Luchko – Main Coordinator
Gosia Zubowicz-Thull - Consultant

EVS:

Judit Suveges
Vladimir Jordanov

Agenda:

1. News from Office and Board
2. Board Members Work Plans and Open Questions
3. YEE Work Plan (October 1st deadline)
4. Project connected to AM 2016
5. Date for the Physical Board Meeting (October/November 2015)
6. Feedback for MOs (AM delegates)
7. Selection of Networking Coordinator
8. Selection of EVS volunteers
9. AOB

Abbreviations:

1. **AM – Annual Meeting**
1. **BM – Board Member**
2. **AOB – any other business**
3. **GA – General Assembly**
4. **PBM – Physical Board Meeting**
5. **YFJ – European Youth Forum**

6. **EYF – European Youth Foundation**
7. **NA – National Agency**
8. **VBM – Virtual Board Meeting**
9. **EVS – European Voluntary Service**
10. **MO – Member Organisation**

Results:

1. News from Office and Board

Mercedes: Selection and interviews for the Networking Coordinator position. Follow up of Annual Meeting and tasks for the Green Entrepreneurship project.

Natalia: Selecting EVS applications, working on the EVS Final report and the following projects: Art for the Environment, 3 Rs for the Environment, Give International Dimension to your projects, Sustainability in NGOs.

Gosia: Taking part in Networking Coordinator interviews, checking movies for Green Entrepreneurship, checking the financial part of the EVS report, contacting partners for climate campaign.

Vladimir: Selection of EVS volunteers, preparing for Climate Week (workshop events) and started work on the campaign Future is Clean.

Jessica: Wikipedia (check how to upload), Twitter, Art for the Environment Youth Exchange and social media.

Judit: Newsletter, local action for climate campaign, movie screening.

Janis: Work plan and voting

Marieta: Getting to know the position, reading the documents

Zaruhi: Work plan, two meetings with climate change network, working on Training for Trainers

Anja: Met with all the Board, selecting the Networking Coordinator and EVS volunteers.

Chris: Getting to know the position, some people contacted her asking how to become a member.

2. Board Members Work Plans and Open Questions

Anja shared an online folder and asked all Board members to upload there their work plans and write questions and comments.

Anja's WP: Anja gave an overview of it. There were no questions.

Jessica's WP: Bianca suggested to be careful with the promotion of petitions since YEE is non-political organisation.

Chris's work plan: Jess raised budgets for business cards- Mercedes confirmed that YEE has a reserve for materials to pay for this.

Marieta's work plan: Natasha commented that the second point should be changed from plural to singular. Mercedes suggested to aim to attract a bigger number of MOs (instead of 2).

Zara's WP: No comments

Janis' WP: No comments

Board members are to send their final work plans to Mercedes and Anja by 26 August.

3. YEE Work Plan (October 1st deadline)

Natasha explained that the office had a small meeting to divide the projects between the office team and will have a meeting with Zara also to see what projects can be overlooked by her. They will send introduction emails to each project team. The Czech National Agency does not have much money left so only the very best projects will be approved. The EVS project gets priority. Sustainability in NGOs had their first meeting and are making their needs analysis.

Anja commented that Sustainability in NGOs is a big project and we might need to find a partner to apply because the Czech National Agency is a bit risky at the moment due to lack of funding. We might go for February deadline instead. Either way, we need to get funding because otherwise we will have a problem with the structural grant in the future.

We need to apply for some project to the EYF October deadline.

Mercedes received an email from Adela who might want to apply for Green Your Life in February.

Anja commented that it would be great if Board members can participate in project teams more. There will be a meeting between Natasha, Zara and the office about dividing tasks. Each board member can join a project to provide extra support and represent YEE, if they want to.

4. Project connected to AM 2016

Natasha advised that it is better to apply for the 1 October deadline. Mercedes advised that it is better to use an existing project in the Work Plan for the Annual Meeting then create a new one that has not been approved by the General Assembly.

Suggested projects: Sustainability for NGOs, Training for Trainers, Ecoclubs around Europe.

Jess commented that it is unfair to ask a project to host the Annual Meeting because it means they will not be able to select their own participants. Anja advised that it is tough for board members to be leading a project directly before the Annual Meeting (due to conflicting priorities).

It was decided that Zara, Natasha and Mercedes will discuss it further during their meeting on 25th August.

5. Date for PBM

Deadline until 30th to fill in calendar. Anja will check the calendar and make a suggestion.

6. Feedback for MOs (AM delegates)

Providing positive feedback for individual delegates - Gosia advised that it is hard to agree on criteria on how to assess participants.

Natasha said that this time YEE sent a very diplomatic and polite general thank you- what should we do next time if we have a negative experience with a person?

Marieta raised the point that we need to have stronger relationships with contacts from each MO before we can communicate honestly.

We will continue this discussion by email. Anja says - Next meeting we will appoint a time keeper

7. Selection of Networking Coordinator

Mercedes, Anja and Gosia interviewed 3 people the Board had voted for and 3 more who applied before the deadline but after the initial shortlisting. They recommend 2 candidates – Katerina and Roxana.

Jess suggested that they give 2 best points for each candidate.

Mercedes said the two best points for Roxana are: She has the right education (marketing and European studies) and YEE knows her and have worked with her before, we know she is good and reliable.

Mercedes said the two best points for Katerina are: She is very experienced with youth work and NGO work, she seems really confident and she could really represent YEE well in the STEP project.

Gosia recommends the Board to read the notes from the interviews.

The voting deadline is Wednesday at 12 CET, Anja says we may have a short Board meeting on Wednesday evening to discuss. Natasha asks to join because she did not participate in the interview process.

8. Selection of EVS volunteers

We should all vote until Thursday. Interviews will be done next week in the office so everyone can listen to the candidates.

9. AOB

- Representation of YEE in the European Youth Forum

Zara wants to continue representing YEE at the meetings of the European Youth Forum. The Climate Change Network needs her attendance there. Anja asked is there is chance that a second delegate can join her. Zara confirmed yes but YEE would have to pay for travel.

- European Youth Event:

Zara explained briefly what it would include (workshops, debates and role plays). Zara will send more information by email. The Board decided to delay a decision of whether YEE would attend until we had a better understanding of it.