
**Minutes of the 2nd Virtual Board Meeting
Business year 2016/2017;
October 30th, 2016 Online Skype,
Minutes takers: Jovana Mirjanić and Zaruhi Stepanyan**

Participants:

Board members 2016/2017:

Zaruhi Stepanyan – Chairperson
Stefan Rudel – External Relations Officer, Vice-Chairperson
Narek Minasyan – Treasurer
Ketevan Kochladze - Member Organisations Officer
Jovana Mirjanić – Project Officer

Secretariat:

Mercedes Fioravanti – Secretary General
Natalia Luchko – Main Coordinator
Roxana Nica – Network Coordinator
Gosia Zubowicz Thull – Projects and Publications consultant

Missing:

Razmik Sargsyan – Publications and Promotion Officer

Agenda:

1. Updates from Board and Office
 2. Board members' Work Plans
 3. Update on Erasmus+ deadline
 4. Planning Physical Board Meeting
- AOB
1. Cancellation of project in YEE WP 2016 (Voting by the Board)
 2. Criminal records of BMs
 3. Administrative grant 2017 EACEA

Abbreviations:

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|--|---------------------------------|
| 1. AM – Annual Meeting | 7. MO – Member organisation |
| 2. AOB – Any other business | 8. PBM – Physical Board Meeting |
| 3. BM – Board Member | 9. TC – Training course |
| 4. EVS – European Voluntary Service | 10. VBM – Virtual Board Meeting |
| 5. CCC – Change Climate Change | 11. YE – Youth exchange |
| 6. EEB – European Environmental Bureau | |

Results:

1. Updates from Board and Office

Mercedes: worked on logistics and agenda for PBM and for the administrative grant from EACEA for 2017.

Natasha: worked on EVS call, web-site and projects: “Water Campaign”, “Training for Trainers”, “Eco-tourism” project and “Sustainability in NGOs” project; she is working on the project “Environmental Challenge Accepted” and helped with the application for the Erasmus+ grant, KA1 with project “International Environmental Action Days” (with Luonto-Liitto, Finland).

Roxana: worked on publications and infographics for TC “Be(e) the Change” and also finishing reimbursement for the TC. Submitted two applications: TC “YEE-Include” and YE “Postcards from Nature”.

Gosia: joined Climate Change Campaign, works on administrative grant and “Sustainability in NGOs”, helping Mercedes with criminal records of BMs and working with the lawyer.

Narek: finished his WP, worked on project development of “Eco-tourism”, brainstorming the structure of the project.

Ketevan: uploaded her WP, worked with Mercedes on MOs database.

Stefan: caught up with his emails, went to the Conference and AM of EEB and is now preparing the report; registered for Youth Conference in Austria.

Zara: checked WPs, working on technical issues for PBM, works on “Water Campaign” and “Training for Trainers”.

Jovana: uploaded her WP, took an online course on Erasmus+ (KA1 and KA3), working on Climate Change Campaign and “Eco-tourism” project.

2. Work plans

Zara went through all of them and Mercedes should upload them on the website.

3. Erasmus+ deadline (4 October)

Postcards from Nature: application submitted, results expected in December (Czech National Agency)

Environmental Challenge Accepted: applied for grant (Finnish National Agency), application for accommodation approved

TC YEE include: application submitted (Czech National Agency)

4. PBM planning

Travel tickets bought for everyone except Stefan. Mercedes and Zara prepared draft agenda. It was decided that every BM should prepare a session on related topics. Narek will be attending until Monday, lunch time.

5. AOB

1. Cancellation of project in YEE WP 2016 (Voting by the Board)

Natasha explained the situation and gave a brief summary. The project was proposed by Gutta-Club and applying organization (for the Erasmus+ grant) was Green Window from Croatia. Due to very weak application and lack of responses from the MO, Office proposed to cancel the project. BMs voted and with 5 votes for, the project was cancelled. Office will write Gutta-Club an official letter.

2. Criminal records of the BMs needed for YEE registration

Mercedes and Gosia are working with the lawyer on online registration of BMs.

Narek: will receive his in English

Ketevan: her criminal record has a 15 days expiry date and will receive it in English

Jovana: received her criminal record and will translate it into Czech

Zara: will take her document next Monday and send to Mercedes.

Raz: Zara will contact Raz on this matter

3. Administrative grant 2017 EACEA

Mercedes will prepare an email and will send it to Narek, after that they will contact the Board, as everyone's approval is needed.