
**AGENDA OF THE 3RD PHYSICAL BOARD MEETING OF THE EXECUTIVE
BOARD OF YOUTH AND ENVIRONMENT EUROPE 2016-2017
13 – 17 MARCH 2017, HORAŽŤOVICE, CZECH REPUBLIC**

1. OPENING OF THE BOARD MEETING AND UPDATES

1.1. Opening

- Quorum and voting rights
- Distribution of roles: chair, minute keeper, time keeper
- Introduction of agenda, amendments, adoption

1.2. Board and Secretariat update

2. CHAIRPERSON – YEE OVERVIEW

- Strategic Plan 2017-2019 - overview and progress
- YEE Vision
- Future Board

3. TREASURER – FINANCES AND FUNDRAISING

- Finances 2016
- Budget 2017
- Financial situation for 2018

4. EXTERNAL RELATIONS OFFICER – EXTERNAL RELATIONS

- Updates from European Environmental Bureau (EEB)
- European Youth Forum - participation in next COMEM
- Involvement in networks YEE is member of

5. PROJECTS OFFICER – YEE PROJECTS

- Updates about ongoing projects
- Erasmus+ February 2nd deadline - submitted applications
- EYF April 1st deadline
- Erasmus+ April 26th deadline
- Summary about the study session

6. MEMBER ORGANISATIONS OFFICER – MEMBERSHIP ISSUES

- Non-active member organisations - review and communication
- Update about questionnaire for member organisations
- Potential new members
- Promotion of YEE membership
- Promotion of most active YEE member organisations

7. PROMOTION AND PUBLICATIONS OFFICER – YEE PROMOTION AND PUBLICATIONS

- Publications 2017
- Cooperation between Work Groups linked to media

8. SECRETARIAT

- Internship 2017
- Planning of Internal Audit
- Changes in YEE office
- Data security

9. ANNUAL MEETING 2017

- Introduction to AM 2017
- Official documents and deadlines
- Preparation of Work Plan 2018
- Preparation of delegates for AM (Welcome Pack AM)
- Call for Board Members and promotion of Board positions
- Draft agenda and division of sessions
- Planning of sessions

10. WORK GROUPS

11. ANY OTHER BUSINESS

12. DATE OF THE NEXT PHYSICAL BOARD MEETING

13. OFFICIAL CLOSING AND EVALUATION