
**AGENDA OF THE 4TH PHYSICAL BOARD MEETING OF THE EXECUTIVE
BOARD OF YOUTH AND ENVIRONMENT EUROPE 2016-2017
13 July 2017 – Helsinki, Finland**

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 update

1.3. Secretariat update

2. ANNUAL MEETING 2017

2.1. Agenda and division of tasks

2.2. Review of session outlines

2.3. Logistics

2.4. Chair of the Annual Meeting

3. HANDOVER TO NEW BOARD

3.1. General information

3.2. External Relations

3.3. Work Groups

3.4. Collection of upcoming events and deadlines

3.5. Ideas for next Board and Office trainings/workshops

4. EVALUATION OF THE BUSINESS YEAR 2016-2017

5. ANY OTHER BUSINESS

6. OFFICIAL CLOSING