
**Minutes of the 2nd Virtual Board Meeting
Business year 2017/2018;
October 5th, 2017, Online
Minutes' taker: Jovana Mirjanić**

Participants:

Board members:

Stefan Rudel – Chairperson
Daniela Para – Promotion and Publications Officer
Niall Barrett – External Relations Officer
Aram Mnacakanyan – Treasurer
Jovana Mirjanić – Projects Officer, Vice-Chairperson

Secretariat:

Natalia Luchko – Project, Publications and EVS Coordinator
Roxana Nica – Network Coordinator
Gosia Zubowicz-Thull – External Consultant

Missing:

Ketevan Kochladze – Member Organisations Officer
Mercedes Fioravanti Álvarez – Secretary General

Agenda:

1. Update from Office and Board
2. Update criminal records
3. Update SG transfer
4. New website
5. Travel to Latvia
6. Upcoming PBM
7. AOB (CAN)

Abbreviations:

BM – Board Member
MO – Member Organisation
VBM – Virtual Board Meeting
EEB – European Environmental Bureau
YFJ – European Youth Forum
TC – Training Course
SS – Study Session
YE – Youth Exchange
AOB – Any other business
CAN – Climate Action Network

Stefan Rudel opens the meeting at 17:15.

1. Update from Office and Board

Natasha: worked on the Erasmus+ application form for project “Active Youth – Better Environment” with Gosia and Roxana, the application was successfully submitted and Natasha informed the partners about it. She was also responsible for the introduction to the EVS volunteers, ordering more YEE T-shirts and project “Environmental challenged accepted”, for which she needs to arrange the prizes for the winners. Another one of Natasha’s projects is StS “Exploring gender equality in environmental projects”, for which she’d successfully submitted the report (approved) and is now working more on the publication with several participants from the StS. Natasha is currently also working on the TC “Uniting youth for eco-tourism”: working with trainers, creating the programme, etc.

Roxana: was on holidays; she was finalizing the financial report for YE “Postcards from nature”; the final report was submitted to Erasmus+. She is also working on the “Office cuisine blog” with EVS volunteers. Roxana attended a seminar about climate change and was promoting STEP dialogue together with Gosia. Roxana reminds the BMs to take part in the dialogue.

Gosia: was helping the Office with several projects – final report for the YE “Postcards from nature”, grant application for “Active youth – better environment”, promoting STEP dialogue, as well as promoting the SG call and working on the EYF administrative grant

Stefan: was answering all the e-mails and bringing the ones that needed attention to discussion; was included in the SG transfer process.

Niall: was dealing with the external relations e-mails, forwarding the ones from EEB to Stefan (who is still responsible for the connection to EEB). Niall was also checking UNEP activities and possibilities for connections outside of Europe. He’s registered for YFJ forum (November, Portugal).

Daniela: was taking care of the statistics of the YEE social pages and she’s agreed with Roxana to take over the Instagram account. She invited other BMs and Office to join her and Ketevan in making a new video, aimed to promote YEE and encourage MOs to be more active.

Aram: applied for visa and was also taking care of his criminal record. He was checking some YEE documents and will send e-mails to the Fundraising WG, so that they could already start the work.

Jovana: was involved in SG transfer process, as well as the preparation of the TC “Uniting youth for eco-tourism” (working with trainers, creating the programme).

2. Update – criminal records

Mercedes and Gosia were talking to the lawyer and Mercedes will inform the Board as soon as possible, so that the BMs who need the record could get it on time.

3. Update – Secretary General transfer

Natasha shared that we received very few applications and that the call would have to be prolonged. She thinks we need to discuss how to promote it more. Roxana shared the call with a

few people she knows and the impression is that one of the most problematic points is the knowledge of Czech language. Gosia says that the composition of the office is important, since it's good that at least one person knows Czech.

4. **New web-site**

The developer gave the Office some questions to answer all together, so that she can work more on the design of the web-site. Mercedes had previously sent an e-mail to the Board with the answers from the Office and the Board checked the answers – everyone agreed with them.

Ideas for the new web-site:

Gosia: not to write about the projects in a form of a report, but to make it more interesting to the readers;

Niall: not to have some contents “hidden” (e.g. map of MOs);

Stefan: to have a slide show with MOs changing every minute, to have the ongoing projects more visible;

Decision: Office will contact the designer at the beginning of the next week and update the Board.

5. **Travel to Latvia**

Since the Board agreed that this time there should be an exception in the travelling rules, due to the non-suitable connections by land, it was decided that Natasha and Roxana will travel by plane to the meeting of the partners of “Environmental challenge accepted” project.

6. **Upcoming PBM**

Everyone has their travel plan ready and some board members already bought the tickets. Stefan says that he will start planning the meeting more thoroughly and working on the agenda. Mercedes has already shared the document that everyone should comment on and suggest the topics, especially the content of the BMs’ sessions. Also, Stefan suggested that everyone should come up with some games, etc.

7. **AOB**

Partnership with CAN Europe

Roxana and Natasha attended a seminar about climate change (*Prague Climate Talks: Assessment of EU's climate policies*) and met a person from CAN Europe, who expressed a wish to collaborate with YEE. They would like to make a team for European Youth Event in 2018. and the general idea is to see if there is a possibility that YEE becomes a part of their team. Being less people in the office next year, meaning less capacities for bigger projects, YEE cannot send a group to the event on its own, but it might be interesting to join the group formed around CAN. Natasha and Roxana will have a Skype with Zanna from CAN and decide together on the future collaboration.

There is also an option to become a member of CAN and YEE is considered to be a good candidate for this. It was discussed how the stability of the Office would influence this membership and Gosia shared a previous experience of joining some other network that demanded a lot of activity from its members. Having this in mind, YEE could struggle to support its own members if it becomes a part of another network. We need to check the possibilities and tasks of the CAN network before.

Decision: we will come back to it when we have more information, but we need to check the possibilities and tasks of CAN and discuss more how would it influence the work-flow.

YFJ: Training for MOs on Climate Change

Natasha shares an opinion that it would be good to have someone from YEE participating at this training, since YEE will organise a project connected to it next year (“Active youth – better environment”). For now, no one can apply (deadline: 10th of October), so Natasha suggested that EVS volunteer could also go. We also have to consider the environmental impact of the travelling to a short-term event. The topic will be further discussed with Mercedes.

STEP project: meeting of the partners

Roxana and Mercedes had finally decided not to attend this meeting physically, because of the safety reasons, but also because there is no essential need for them to travel so far for this meeting. Roxana has already prepared all the materials and presentations that are needed and they will tune in the meeting via Skype.

Working groups

Daniela brings up some questions about the working groups: how do they function and how do we organise them? Stefan gives a short summary:
If there is a need for a problem to be solved or there’s something we specifically need to work on, that requires more time and energy, we decide on the urgency and importance of this issue and then BMs and Office decide who will take part in which WG. There is always a leader of the WG who is responsible for the work flow. The idea is that we divide our capacities, so that we can handle more things at the same time.

The meeting is closed by Stefan Rudel at 18:43 CET.