
Report of YEE Chairperson 2015-2016 Anja Wilken

Dear YEE team and members,

During my third mandate as chairperson, I set up an ambitious Work Plan to improve some of the internal structures of YEE to simplify work for the next generations of Board Members. Referring to my Work Plan, here is what I managed to accomplish this year:

1. Coordination of the work of the Executive Board (EB)

Until now (May), I managed to organise and convene one board meeting per month (find a date, collecting topics for and sharing the agenda), which were all virtual skype meetings except for two Physical Board Meetings.

Furthermore, I proof-read all meeting minutes and added a summarising “Action Table” at the end of those minutes, when many tasks and deadline had been agreed upon.

I was in contact with Board Members individually in the meantime, offering support and trying to uphold the team spirit and good connection among us.

2. Coordination of the cooperation between the Executive Board and the Secretariat

By writing and replying to emails and contributing to discussions, I supported the daily management of YEE. Except for the months of March and April (due to business trips and illness), I was in regular contact with the team. Especially during Physical Board Meetings I concentrated on monitoring the implementation of the Short-term strategies.

3. Work Groups

According to our plans to change some of the existing official documents, it made sense to split up in Work Groups, and we also used this technique to work more efficiently during our Physical Board Meetings.

I contributed to 3 Work Groups, that reviewed different Policy-documents (Project Policy: 2; Sustainability Policy: 1 skype meeting(s)) and 1 big Work Group that reshaped the new YEE Strategic Plan and YEE Work Plan (4 skype meetings and tasks in between). The creation of the Pool of Eco-Trainers is still ongoing and I am ready to contribute as much as I can.

For monitoring the progress and results of the Work Groups, I used our Board Meetings for updates. Additionally, update-emails have been sent.

4. Representation

This year, there was no event where I could have gone to represent YEE.

5. Overview

During the first month of the mandate, I had skype meetings with all other Board Members individually (together with Secretary General and/or Main Coordinator) and discussed their Work Plan drafts with them.

The collection and review of Board Reports will still be done before Annual Meeting. Through the regular updates from Project Officer and Secretariat, I could monitor and follow the implementation of the YEE Work Plan. During the second Physical Board Meeting I evaluated the progress with the individual Board Members' Work Plans. I conducted Appraisal Interviews with all staff of the Secretariat, shared a report with the Board, and checked the staff's working hours. I also participated in the selection process and interviews for the Networking Coordinator.

Additionally, at the beginning of the mandate I still contributed to the follow-up of the TC "Give international dimension" (by joining meetings and developing the "NGO page"), as I was in the project team. Furthermore, I participated in the project team of "Sustainability in NGOs" (2 skype meetings).

I would like to thank the Secretariat, Mercedes, Natalia, Malgorzata, Roxana and fellow Board Members Christiane, Janis, Jess, Marieta and Zaruhi for their commitment, high level of competences, experience and passion to work for and contribute to the network – and most of all: supporting me and keeping me motivated to volunteer for and together with this team!

It is amazing to see how productive we have been this year – although many of us had to work or study next to volunteering for YEE. Without you, I would not have reached all the plans stated in my Work Plan.

Anja Wilken, Hamburg (Germany), May 12, 2016