

**Minutes of the 4th Virtual Board Meeting
2018/2019**

19/12/2018, Online

Moderation: Kristine Stikane

Minutes taker and Extracting the ToDos: Daniela Para

Participants:

Board members 2018-2019:

Chairperson – Elen Karapetian

Vice-Chairperson, Treasurer– Daniela Para

Member Organisations Officer – Kristine Stikane

External relations Officer - Tiarnan O’Doherty

Projects Officer – Tea Zeqaj

Promo and Publications Officer - Tamara Panic

Secretariat:

Mariam (Masha) Dzneladze – Secretary General

Cansu Yetisgin – Project Coordinator

Abbreviations:

AM- Annual Meeting

AYBE - Active Youth Better Environment

BM- Board Member

E+ - Erasmus +

EVS – European Voluntary Service

EYE – European Youth Event

EYF - European Youth Foundation

PBM – Physical Board Meeting

TC - Training Course

VBM – Virtual Board Meeting

SG – Secretary General

StS - Study Session

WG – Working group

WP- Work Plan

YEE - Youth and Environment Europe

AGENDA

1. Ongoing Activities

1.1 AYBE

1.2 Office Cuisine

2. Upcoming Activities

2.1 Let Grassroots Grow

2.2 Climate Ambassadors

2.3 Study Session - Fighting for the Greener Digital Future

2.4 Volunteering Partnerships 2019-2021

3. Administrative Issues

3.1 Closing the finances of 2018

4. Upcoming Deadlines

4.1 5th of February - Grassroots

5. EVS

6. Working Groups

6.1 Strategy 2020-2022

6.2 Crowdfunding

6.3 Gender

6.4 Fundraising

7. Social Media

8. YEE MOs

9. External Events

9.1 Reports from the old events

9.2 YFJ

9.3 COP

10. AOB

MINUTES

1. Ongoing Activities

1.1 AYBE

Cansu: Evaluation Meeting is over, now I am waiting for all the bills and contracts from everyone. Second installment will happen in January, second week. I will be doing a lot of reporting and budgeting for EYF and Erasmus, publication is almost complete I will go over it tonight and send an email to the designer. He should be sending some drafts in January. Zara for some reason dropped out of the publication team, I will try to find out. (Sent 2 messages to her - no response)

1.2 Office Cuisine

Tiarnan and Kristine will join the volunteers and work on the blog

2. Upcoming Activities

2.1 Let Grassroots Grow

Cansu: We got 88 points this time, but unfortunately we are number 7 on the waiting list. Now for the 5th of February I will be writing an Erasmus+ application corresponding to the second activity of the work plan.

2.2 Climate Ambassadors

Masha: Unfortunately, we did not get the funding for it. We will reapply for it again.

2.3 Study Session - Fighting for the Greener Digital Future

Masha: We got it! We received letter yesterday. The project will happen in November and we should work on the programme starting from Autumn.

2.4 Volunteering Partnerships 2019-2021

Cansu: We got the grant! This grant gives us the possibility to host volunteers for next 3 years! More updates on this will be in January when we meet with the National Agency. We will need to report each year, after each term.

3. Administrative Issues

3.1 Closing the finances of 2018

Masha: I will be doing finances of 2018 and closing them, finding all the bills and going through them with the accountant, so I will concentrate on that in January. I really hope that board will be active and manage all the other tasks. The accountant prepares everything for External Audit, and the report is attached to grant and project applications. I will start to write a manual for a SG, as this is the most important and demanding task to know how to deal with finances, as it is complicated to learn by doing, and the tasks require a lot of attention and time.

4. Upcoming Deadlines

4.1 5th of February - Grassroots

Cansu: We will discuss in January how to apply for Grassroots and Climate ambassadors.

5. EVS

Femke: No real updates

Eurgain: I have had to apply for a permit to ensure I can stay after Brexit. Hopefully I will get the permit before the withdrawal date 29th March. Other than that all is good.

6. Working Groups

6.1 Strategy 2020-2022

Kristine: We wrote down the outputs from the workshop we had during the PBM, and we will send it to Board for approval and then to the MOs. They will be able to comment or make suggestions, which we will discuss at AM.

Masha: We will try to implement the comments from MOs, we present this second draft to General Assembly. Before Annual Meeting, we should send the second draft to MOs, so they can make amendments.

6.2 Crowdfunding

Tamara: Each member has its tasks, and we will try to finalise it by the end of December. We will have a meeting in the beginning of January and hopefully launch the campaign on the 10th of January, as planned. We will update you more in January, after the meeting.

6.3 Gender

Tiarnan: I've been discussing with Femke, we will make the first kick off meeting in January. We will make an agenda and a draft of plan of actions. We will put it in google docs and you can make comments.

6.4 Fundraising

6.4.1 Reply from the MOTT foundation

Daniela: We got rejected from them, they said that the project is not 100% in line with their regional priorities, OAK will not write to us if we don't get the grant, as they informed, but we are still hoping for the best.

6.4.2 Other funds from the file

Masha: Previous year the WG made a list of funders. Now we can explore the file and maybe there is something interesting here, so we can approach other funders in the framework of the Fundraising WG.

Tiarnan: It would be good to continue.

7. Social Media

Tamara: After creating the outline of the strategy, we made comments and we will have a meeting in January, so we can make an official document for the strategy.

8. YEE MOs

Kristine: We are sending a survey regarding Social Media. I put all the files together from other folders (databases) so we can easily access them, as everything is in one place. Femke is in contact with an organization from COP, which is interested in YEE.

9. External events

9.1 Reports from the old events

Masha: Thanks to all that uploaded them, recommendation for everyone after you put it in the folder, as we don't know it. It is good to send email. Also, it is easier to write it as soon as possible after the event, as all the information and impressions are still fresh.

Kristine: It is good to write comments during the meeting, so it will be easier to write the report.

9.2 YFJ

Kristine will write the report

9.3 COP

The report is ready, please check recommendations. European climate youth network would like to cooperate with YEE. The purpose of this network would be to strengthen the existing youth initiatives related to the climate and to be able to learn from different realities and to join forces if there is any important things happening on the european level (like future COPs but also european projects). We should discuss if we want to follow this network. 1-2 people from the board should join the call and find out what is the idea concretely.

Twitter and instagram stories worked quite well (we got some new followers and likes), so i recommend us to do the same for all events and meetings

Next meeting: 9th of January