

**Minutes of the 5th Virtual Board Meeting
2018/2019**

9/1/2019, Online

Moderation: Daniela Para

Minutes taker and Extracting the ToDos: Tamara Panic

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

BM- Board Member

E+ - Erasmus +

EEB – European Environmental Bureau

EVS – European Voluntary Service

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

2.1.1. Seminar in Ireland

2.1.1.1 Prep-Team

2.1.1.2 Responsible from Eco-Unesco

2.1.1.3 Visas

2.1.2 Training in Czech Republic

2.2 Study Session - Fighting for the Greener Digital Future

2.3 Volunteering Partnerships 2019-2021

3. Administrative Issues

3.1 Closing the finances of 2018

3.2 Board registration

4. Upcoming Deadlines

4.1 5th of February - Grassroots

5. EVS update

6. Working Groups

6.1 Strategy 2020-2022

6.2 Crowdfunding

6.3 Gender

6.4 Fundraising

7. Social Media

7.1 Social media strategy

7.2 Instagram Name and Signature

8. YEE MOs

9. External Relations

9.1 EEB

9.2 YFJ

10. AOB

MINUTES

1. Ongoing Activities

1.1 AYBE

Femke: Video is ready

Cansu: Reporting of the event will be complete in February after compiling missing documents. ECO-Unesco assigned a person responsible for the project. Designer is finalising the publication.

1.2 Office Cuisine

Femke: We want to discuss if 1) we can change the name of the project (since the name doesn't reflect what the project is about) and 2) if we can open an additional instagram account on Office Cuisine.

Tiarnan: After your approval for this change, we will make a document and discuss what we want to do exactly.

Kristine: Office Cuisine team discussed to change the name, because people who reached Office Cuisine don't know that it's a part of YEE. We want to change it, because of people that can connect it with, but we didn't conclude anything yet. For Instagram, we can reach out more audience if we add more topics, cause it will be strange if we only have some food recipes on YEE account.

ToDo: Tiarnan and Kristine to send proposals for the name and content for Office Cuisine.

Voting for changing the name: 6 for

Voting for having an Instagram account after the content proposal.

Decision: OC team prepares a proposal for changes.

2. Upcoming Activities

2.1 Let Grassroots Grow

2.1.1. Seminar in Ireland

Cansu: Had a call with ECO-Unesco today, there will be a local team and prep team. s. There will be a call for prep team and participants this month.

2.1.1.1 Prep-Team

Cansu: I have prepared a call for prep team and will be open either from end of this week or next week.

2.1.1.2 Visas

Masha: Everyone that needs visa, please find out how you need to apply for it and make a list of things that needs to be prepared for it. After, see what are the papers that you can prepare yourself and start preparing them.

2.1.2 Training in Czech Republic

ToDO: Masha and Cansu to make updated calendar for the events.

2.3 Volunteering Partnerships 2019-2021

no updates

3. Administrative Issues

3.1 Closing the finances of 2018

Masha: DL 31.03 working on it.

3.2 Board registration

Masha: It's submitted and we will receive the letter for confirmation.

4. Upcoming Deadlines

4.1 5th of February - Grassroots

See point above 2.1

5. EVS update

Femke: not so much new things. Lots of tasks currently with the WG Gender, crowdfunding, social media etc. Excited to go on the mid term training tomorrow!

Eurgain:. Currently busy with the crowdfunding campaign starting on the 15th and also will be away with Femke at the EVS midterm training from the 10-14th so it's a hectic 2 weeks at the moment.

6. Working Groups

6.1 Strategy 2020-2022

Kristine: Strategy under development.

6.2 Crowdfunding

Tasha: Everything goes according to the plan.

6.3 Gender

Femke: Call for participants planned to launch on the 17/01. application deadline till 30/01.

6.4 Fundraising

Eurgain: I have been doing some research on one or two new funders we could apply for a grant from so I will share with the WG once I have all the details, as it was mentioned before we could look at the funders list again or find new funders to approach.

ToDo: Dana to schedule the meeting for fundraising group.

7. Social Media

7.1 Social media strategy

Femke: Working on it, getting more and more shape. Hope to have it finished by the end of the month. Eurgain made a social media survey. It would be great if you could fill it in as well.

7.2 Instagram Name and Signature

Cansu: We are proposing to change the Instagram name from youthandenvironmenteurope to YEEnetwork? Also we suggest to replace the Vimeo link in email signatures with Instagram. Also to change Twitter account to YEEnetwork. Please vote on it.

Decision: Everyone agreed to change the name to YEEnetwork.

8. YEE MOs

Kristine: I've divided MOs into smaller groups for regional skype meetings.

Masha: We can schedule a meeting, write me an e-mail.

9. External Relations

9.1 EEB

Tiarnan: I am registered in EEB to go to Economic Transition WG meeting in February

ToDo: Tiarnan to find out details about the internships in EEB

9.2 YFJ

Femke: planning an evaluation call on the COP YFJ delegation and how it can be improved in the future. No more updates on the international climate network, i filled in the doodle but then no one took the initiative to plan a call.

Cansu: If there is this kind of opportunity in future YEE would encourage people from its network to send a delegate to COP.

10. AOB

Nothing

Next meeting: 23 January at 19:00 CET