



Board Meeting

2023-11-09, 18:00

Edilkammaren, Lund.

Board of 23/24

Association of Foreign Affairs Lund

Present: *Claudia Muñoz-Rojas Domínguez, Isabella Silva Ortiz, Emilie Wudie Jonsson, Karolina Markusson, Seth Engellau, Dalija Logar, Ffion McEvoy, Antoine Vincenot, Nora Eliassen, Francisco Cobos Cabral, Iris Diotallevi, Fabio Cavaliere, Natalie De Souza, Johanna Fredrich, Tawfique Elahi, Ronja Lamberg, Edwina Magnus*
Zoom: *Anna Dorina Szabo*

1. Opening of the meeting

President Claudia Muñoz-Rojas Domínguez opens the meeting at 18.13.

2. Election of Chair of the Meeting

Claudia Muñoz-Rojas Domínguez is elected the Chair of the Meeting at 18.14.

3. Election of Secretary of the Meeting

Fabio Cavaliere is elected the Secretary of the Meeting at 18.15.

4. Election of Attestors and Vote Counters of the Meeting

Antoine Vincenot and Francisco Cobos Cabral are elected the Attestors and Vote Counters of the meeting at 18.15.

5. Approval of the Electoral Roll

The electoral roll is set at 18 at 18.16.

6. Approval of the Agenda

The Board approves the Agenda at 18.17.

7. Decision Point: Motion about opening variable-rate savings accounts and transferring large amounts of our money to these account

Francisco explains the motion and its consequences. The proposal is: to transfer 250,000 to a year-fixed savings account at a 4.05% interest rate and to transfer 150,000 kr to a 3-month-fixed savings account at a 3.90% interest rate.

POI Fabio: Can we put money in a savings account that we can draw from at any time?

Francisco answers it is possible but for accounting purposes it is easier to have them in a current account.

Johanna asks where are these savings from.

Francisco answers there are surpluses accumulated from the beginning of the Association.

Seth asks for clarifications on interest rates and whether it would not be better to have all money in a 3-month-fixed savings account.

Francisco answers this is an option but there will most probably be no need to move all this money at once.

Emilie asks whether we can use part of this money to compensate for budget cuts.

Francisco answers that there needs to be strong justifications for it when the next Annual Meeting will discuss the workings of the previous Operational Year.

Karolina asks whether previous Boards have withdrawn money from it previously.

Francisco answers that no money has been drawn recently.

Claudia explains how the FBA grant for next year has not been published and the next Board might need to use the savings in the future.

Antoine proposes to vote for the motion as it is and vote now.

Francisco answers that money will still be left in the current account for use.

The Board approves the Motion at 18.40.

8. Decision Point: Motion about assigning the money found in the safe to the budget post “Other Expenses”

Francisco presents the motion to allocate the 6,260 SEK found in the safe to the “Other Expenses” budget post.

Isabella asks whether we need to decide now how the money is going to be spent.

Francisco answers that decision is needed to continue the accounting.

Antoine supports allocating the money to Magazine.

Ffion argues that Magazine would need more budget to keep operations running.

Seth argues that Magazine should propose how much money is needed.

Ffion answers that 4500 kr would be needed for Magazine.

Francisco proposes to change the motion to “allocate the 6,260 SEK found in the safe to the “Magazine” budget post”.

The Board approves the revised motion at 18.48.

9. Decision Point: Motion to Establish a Working Group to Formulate Revised Environmental Guidelines

Claudia presents the motion to create an Environmental Guidelines Working Group that will develop a revised Environmental Guidelines document.

Francisco suggests that people involved in more “environmentally controversial” committees are also part of the Working Group.

Emilie is in favor of a Working Group.

The Board approves the Motion at 18.55.

10. Decision Point: Motion about Purchasing UPF Merchandise

Antoine presents the motion to defer the discretionary power for selecting a merchandise supplier, compiling an order and choosing what merchandise to order to the members of the RWG and to approve of the purchase of merchandise with the final decision being made by the President under approved consent of the Treasurer.

Ffion argues that there needs to be more consideration of suppliers.

Francisco asks for clarifications of Ffions argument.

Ffion answers that old merch has not been sold and we be considerate of what we have and how we purchase.

Johanna asks for clarifications on the proposals.

Antoine answers that this motion is to streamline the process.

Fabio explains what the RWG is doing and what this motion entails.

Emilie asks about merch in the Environmental Policy

Claudia answers there is no reference to it.

Edwina asks about market research.

Claudia answers that PR should be involved.

Seth argues that as long as the working group is transparent then it is reasonable to streamline this process.

Francisco argues that this motion will help streamlining and people who are interested should join the RWG.

The Board approves the Motion at 19.15.

The Board approves a 5-minute break at 19.16

The meeting resumes at 19.24

11. Information Point: Quarterly Report

Francisco presents the quarterly report.

12. Information Point: FBA

Francisco explains how the FBA grant is affecting the budget and the operations of the Committees. He also asks to fill in the statistics document.

Claudia explains how the coming FBA has still not been presented.

13. Information Point: Lund(mal)sala 2023

Isabella explains when and how the Lundsala exchange is going to happen.

14. Information Point: PR Content guidelines

Edwina and Ronja explain the content guidelines and that these have been shared.

Johanna asks about Webzine posting on social media.

Ronja answers they are working with their PR trustee.

15. Information Point: FAC

Claudia suggests that the Foreign Affairs Cafè should be given in charge to the people in charge of fika and cleaning that week.

Karolina supports this division but asks what is the purpose of having it.

Claudia answers that it is good to have office hours.

Francisco argues it should be advertised more.

16. Information Point: Future of the UPF Office

Claudia explains that there is a possibility of the UPF Office moving locations.

Seth argues that since we are being offered a bigger office, we should accept it.

17. Presidium reporting

17.1. President

- 17.1.1. Prepared, scheduled and booked board meetings
- 17.1.2. Prepared and successfully had an AM!
- 17.1.3. Put together documents & motions for the BMs & AMs
- 17.1.4. Had a meeting with the AF CO (more info to come)
- 17.1.5. Had meetings with the Treasurer & UFS representative about Lundsala
- 17.1.6. Had a handover meeting with PR!
- 17.1.7. Got new keys & updated the access to the office for the new board members!
- 17.1.8. Starting scheduling 1-1 president/committee meetings
- 17.1.9. Had regular contact & meetings with the Vice-Pres
- 17.1.10. Had regular contact with the Treasurer about different issues
- 17.1.11. Got the sexual harassment & discrimination contact persons up to date with their personal emails & instructions.
- 17.1.12. Signed up to the Student Association Fair for January!
- 17.1.13. Did Taxes with the Treasurer (and applied to not have to do them again for 3 years)
- 17.1.14. Found some new grants!
- 17.1.15. Updated regularly the calendar
- 17.1.16. Contacted AF regarding the incident at Pod&Radio (more info to come if necessary)
- 17.1.17. Checked in with the SC about some issues
- 17.1.18. Attended a great sittning!
- 17.1.19. Implemented the new motion discussion channel
- 17.1.20. Scheduled a call with the head of the nomination committee!
- 17.1.21. Regularly checked in with the FBA grant

17.2. Vice-President

- 17.2.1. Coordinated the new Chief Recruiters
- 17.2.2. Scheduled a get active for February 1st
- 17.2.3. Worked with the RWG to Purchase Merch

17.2.4. Improved digital calendar and IT website compatibility.

17.3. Secretary

17.3.1. Worked on writing and finalizing protocols and minutes for the last BM and AM

17.3.2. Started a series of contests during the newsletter, such as a crossword puzzle and awarded the first winner

17.3.3. Contacted different suppliers to acquire merchandise for the Association

17.3.4. Supported Magazine in accessing members' contacts to deliver the first issue of The Perspective

17.4. Treasurer

17.4.1. Held phone calls with the bank and our financial platforms to understand the fees we're paying and improve our savings accounts

17.4.2. Helped with the organization and finances of two (2) sittings

17.4.3. Bought a new trash bin for the office

17.4.4. Attended a meeting with the president and the landlords for the office

17.4.5. Attended three activity meetings

17.4.6. Helped improving the songbook

17.4.7. Helped with the budgeting of Lundsala

17.4.8. Held a conversation with the treasurer from UFS

17.4.9. Finished payments up to 2023/11/08

17.4.10. Finished the accounting up to 2023/10/08

17.4.11. Prepared the first quarterly report

17.4.12. Started preparations for MUCF reporting

17.4.13. Started preparations for FBA reporting

17.5. UFS Representative

17.5.1. Attended an electoral meeting

17.5.2. Attended the first UFS BM with the new board

17.5.3. Planned Lundsala

17.5.4. Bought tickets for attending the Forum weekend and Annual Meeting

18. Committee reporting

18.1. Activity

- 18.1.1. organized the Halloween sittning
- 18.1.2. organized a hike
- 18.1.3. is planning the Clothing Swap event
- 18.1.4. is planning the Christmas Market event with LUPEF
- 18.1.5. is already brainstorming about next semester's activities
- 18.1.6. has chosen 3 trustees (2 for the ball, 1 for event description)
- 18.1.7. had Activity Committee hangouts outside of the weekly committee meetings

18.2. Career

- 18.2.1. Has been working on the diplomat programme info event with UD that will be held on Monday, November 13th
- 18.2.2. Has been inviting organizations for the Career Fair; 6 confirmed so far
- 18.2.3. Has been working on the EP election event in collaboration with Europe Direct Lund, EP representative office in Sweden and Lecture Committee
- 18.2.4. Has invited and confirmed a speaker for one of the FBA seminars for this semester; he will do the seminar on December 13th
- 18.2.5. Has been working on inviting speakers for another FBA this semester
- 18.2.6. Has held meetings every week, except on October 18th
- 18.2.7. Has chosen 3 out of 4 trustees: Career Prep Course Lead, Booking Manager and one of the Event Facilitators
- 18.2.8. Has had a meeting with Rikard Bengtsson (Lund Diplomatic Club) regarding Mentorship Programme

18.3. Lecture

- 18.3.1. Filled this semester with lectures and started filling the spring semester too
- 18.3.2. We have had 2 lectures so far, both very interesting and successful Grant Wythe, Darcy Thompson and Orwa Ajjoub
- 18.3.3. We are going to have our 3rd lecture on Monday which will also count as an FBA one: László Pintér is going to talk about the interface of nature-based solutions and security - come along! It's going to be in Eden Hörsal at 6pm on Monday

- 18.3.4. We have had regular meetings every week when we haven't had a lecture, and there was usually good attendance at the meetings
- 18.3.5. We have chosen our trustees and they have been very helpful
- 18.3.6. We have also been in touch with all our partner institutions and established relations with new ones that could diversify the topics we cover
- 18.3.7. We had our kick-off with the career committee - super cosy and good atmosphere

18.4. Magazine

- 18.4.1. Sent the first issue of the magazine off to the printers! (Should be delivered in ~10 days. All copies for board members will be sent to the office for you to pick up)
- 18.4.2. Taken on 3 sub-editors

18.5. Pod&Radio

- 18.5.1. Had four live shows
- 18.5.2. Looked into publishing a recording of our live shows on Spotify/The Perspective website
- 18.5.3. Updated The Perspective website with the podcasts our committee produced last operational year
- 18.5.4. Recorded our first podcast of the year! It is currently being edited and should hopefully be out next week
- 18.5.5. Contacted potential interviewees for our final FBA pod of the year
- 18.5.6. Sent our reporter Elliott Gunnell to Vienna for a UN Conference
- 18.5.7. Received a letter from the French President

18.6. PR

- 18.6.1. Started holding regular PR committee meetings
- 18.6.2. Rehashed PR content guidelines
- 18.6.3. Streamlined the content calendar in order to provide a better overview of all content
- 18.6.4. Created posts / content for most the committees
- 18.6.5. Formulated longer-term marketing goals (will also be presented tomorrow)

- 18.6.6. Opened applications for PR trustees
- 18.6.7. Started to find our footing in our new roles!
- 18.7. Travel
 - 18.7.1. Finalized all planning for the trip.
 - 18.7.2. Traveled to Tunis. Tunisia for one week.
 - 18.7.3. There, we had 8 successful study visits. The EU delegation, UNHCR and the Swedish Embassy were a few of those we visited.
 - 18.7.4. In Tunisia, we also made content for PR, wrote a travel blog (soon on our website!) and collected material for future podcasts and articles.
- 18.8. Webzine
 - 18.8.1. Held a meeting every week
 - 18.8.2. Published six articles on the website!
 - 18.8.3. Taken on 3 sub-editors & 3 fact checkers to help with editing, and one person to be responsible for PR within the committee
 - 18.8.4. Collaborated with Magazine to add their magazine archives to the website
 - 18.8.5. Hosted an interview workshop within the committee
 - 18.8.6. Had our kick-off meeting together with Magazine
 - 18.8.7. Filled the article schedule until January 20, 2024
- 18.9. Debate
 - 18.9.1. New co-head = Tawfique
 - 18.9.2. Conducted weekly debate sessions every Tuesday
 - 18.9.3. Been in contact with different debate societies about cooperating
 - 18.9.4. Postponed the 3 day UPF Lund Debate tournament (Lund Open 2023) to next spring term - planning ongoing
 - 18.9.5. Debate will host a mini tournament on the 9/12 - one day event with fewer participants than was planned for Lund Open 2023
 - 18.9.6. Started to use social media channels more for greater outreach - both Instagram & Facebook
- 19. Other Points

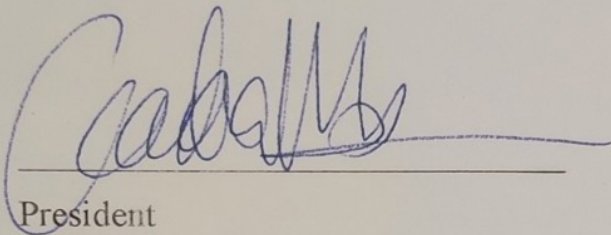
There are no other points.

20. Confirmation of the next Board Meeting

The next Board Meeting will be held on 30th November.

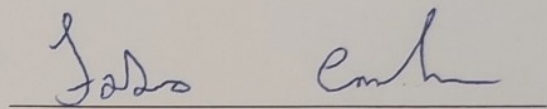
21. Meeting adjourned

Claudia Muñoz-Rojas Domínguez adjourns the meeting at 20.10.



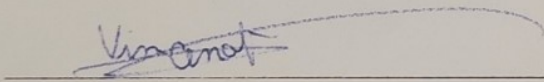
President

Claudia Muñoz-Rojas Domínguez



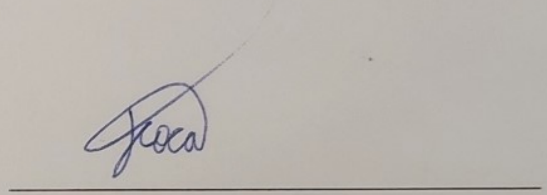
Secretary

Fabio Cavaliere



Meeting attestor

Antoine Vincenot



Meeting attestor

Francisco Cobos Cabral