



**ASSOCIATION OF  
FOREIGN AFFAIRS**

LUND EST. 1935

## **Board Meeting VI**

2024-02-08, 17:00

Eden 222A, Lund.

Board of 23/24

Association of Foreign Affairs in Lund

*Present: Claudia Muñoz-Rojas Domínguez, Karolina Markusson, Seth Engellau, Antoine Vincenot, Francisco Cobos Cabral, Fabio Cavaliere, Natalie De Souza, Edwina Magnus, Cajsa Aronsson, Philippa Scholz, Joosep Raudsepp, Tawfique Elahi, Anna Dorina Szabo, Kristin Häsler, Iris Diotallevi, Elliott Gunnell, Ffion McEvoy, Lauren Gerber, Isabella Silva Ortiz*  
*On Zoom: Nora Eliassen*

1. Opening of the meeting

*President Claudia Muñoz-Rojas Domínguez opens the meeting at 17.18.*

2. Election of Chair of the Meeting

*Claudia Muñoz-Rojas Domínguez is elected the Chair of the Meeting at 17.20.*

3. Election of Secretary of the Meeting

*Fabio Cavaliere is elected the Secretary of the Meeting at 17.21.*

4. Election of Attestors and Vote Counters of the Meeting

*Ffion McEvoy and Francisco Cobos Cabral are elected the Attestors and Vote Counters of the meeting at 17.21.*

5. Approval of the Electoral Roll

*The electoral roll is set at 20 at 17.22.*

6. Approval of the Agenda

*Karolina proposes to add point 12 Information point: Data Protection*

*Claudia proposes to delete point 7 from the agenda*

*Francisco proposes to add point 7 Information point: Unfinished business*

*The Board approves the revised Agenda at 17.25.*

7. Information Point: Unfinished Business

*Francisco explains what we discussed informally during Skanör, such as discussing future work of the committees during the committee reporting time. He also speaks about the three policy changes and if anyone is interested in being part of the policy working group. In addition, drafting a recommendation document with guidelines for what it means to be non-politically affiliated.*

*Iris asks whether one part of the working group should discuss all policies.*

*Francisco answers it would be better to receive input on all topics.*

*Iris, Seth, Antoine, Edwina, Natalie request to be part of it together with the President.*

*They establish among themselves a deadline to be in the March Board meeting.*

*Seth asks about updates on UFS.*

*Francisco updates the board on the issue of money redistribution with UFS and what was their response. In brief, it was discovered that MUCF does not formally allow for the funds to be allocated to UFS member organizations that did not meet requirements. This was communicated to UFS, who asked MUCF. The response from MUCF was that, on a practical level, this is not enforced from MUCF so allocating money to these associations is not a problem.*

*Seth and Ffion ask clarifications on the distribution of money and threshold for getting the MUCF grant.*

*Isabella and Francisco answer what consequences there are for Uppsala and Gothenburg associations.*

*Joosep asks whether there is a possibility to change the budget at a UFS level.*

*Isabella answers that not all Associations have the same view as ours but during the next annual meeting in May the new budget will be decided.*

*Emily enters the room but has no voting powers as arriving late.*

*Seth argues this point should be followed up in the following meetings and what can be done now.*

*Isabella answers she will speak with other Associations and think about a plan.*

*Francisco also answers there might be too much interest from the Presidium to change the situation.*

#### 8. Discussion Point: Collaboration with Europe Direct and the EP office in Sweden

*Kristin explains the collaboration with Europe Direct and that there is an interest to collaborate again on the European Parliament elections on different events and asks the Board's opinion as the idea is to make it a UPF-wide effort.*

*Claudia answers the political debate sounds interesting.*

*Antoine asks what is the last official day of operations*

*Elliott answers it is 29th May.*

*Iris explains the Centre For European Affairs would like to collaborate also with Europe Direct on an event and wants to communicate that.*

*Elliott asks whether we could benefit financially from this opportunity.*

*Kristin answers we could get contacts or cover the costs of speakers.*

*Francisco answers we could propose our own event to access finances.*

*Antoine says the most interesting event would be the debate on 28th May.*

*Edwina asks if we could join this event by proposing our own ideas.*

*Krisitn answers that this could be a chance for us to join this event.*

*Most members are interested in this event on 28th May.*

*Fabio says that we could also join their sustainability week event in Lund.*

*Claudia says to reach out anytime for help to the Board.*

*Edwina says we should use this opportunity to market the association in exchange for advertisement through our channels.*

9. Information Point: FBA Reporting

*Francisco explains that he is done with the reporting and asks the committees to start working on it.*

*Iris asks the deadline.*

*Claudia answers at the end of February.*

10. Information Point: Budget Follow-Up

*Francisco explains the budget and our good status of entrance revenues.*

11. Information Point: Merchandise

*Fabio updates the status of the merchandise which should be coming next week.*

*Joosep reminds people who promised they would buy a crewneck should do so.*

*Elliott reminds people to set up the iZettle to take card payments.*

*Francisco will also set up a swish qr code for this.*

*Edwina is taking model applications for a photoshoot.*

12. Information Point: Data Protection

*Karolina realized that there is access to a lot of data in forms that has not been deleted. There should be a routine in the handover documents to delete personal information uploaded on forms.*

*Antoine asks if this also entails Board activity.*

*Karolina does not know but definitely delete what is not relevant.*

13. Presidium reporting

## 13.1. Presidents

### 13.1.1. President

- 13.1.1.1. Organized and performed Skanör
- 13.1.1.2. Emailed our collaborators to renew our contracts
- 13.1.1.3. Inquired to UFS about budget related issues
- 13.1.1.4. Started FBA & MUCF reporting
- 13.1.1.5. Had one on one meetings with committees
- 13.1.1.6. Had one on one meetings with board members
- 13.1.1.7. Prepared and sent summons for BM
- 13.1.1.8. Did administrative work: changed the editor for Webzine
- 13.1.1.9. Been in contact with UFS Malmö for a possible wine and cheese event
- 13.1.1.10. Signed contracts for the ball
- 13.1.1.11. Found chair & secretary for LUPEF annual meeting
- 13.1.1.12. Had a meeting with PR about the alumni network

### 13.1.2. Vice-President

- 13.1.2.1. Met with various committee heads
- 13.1.2.2. Hosted the Get Active event
- 13.1.2.3. Coordinated student fairs for recruitment.

## 13.2. Secretary

- 13.2.1. Implemented the new support membership, especially thought for Alumni
- 13.2.2. Established a way to send email reminders to people whose membership is about to expire
- 13.2.3. Successfully worked with Edwina, Ronja and Joosep to finalize our Merch order

## 13.3. Treasurer

- 13.3.1. Finished payments until the 6th of February
- 13.3.2. Finished accounting until January
- 13.3.3. Finished internal reporting until January
- 13.3.4. Started with FBA reporting

- 13.3.5. Inquired about MUCF grant, attended meetings about it and sent a letter regarding my opinion about it
- 13.3.6. Held meetings with Lecture committee regarding their financial situation
- 13.3.7. Held meetings with Activity committee regarding the ball
- 13.3.8. Helped with the finances of the Valentine's sittning
- 13.4. UFS Representative
  - 13.4.1. Joined and attended meetings in the UFS finance committee
  - 13.4.2. Planned and decided a date for Lundsala Spring: 22-24 March!
  - 13.4.3. Talked with the UFS finance committee about having a meeting to propose a final distribution of the MUCF
- 14. Committee reporting
  - 14.1. Activity
    - 14.1.1. had weekly committee meetings
    - 14.1.2. recruited new members at the Get Active
    - 14.1.3. organized a Sittning - 16/2
    - 14.1.4. planned a Hangout with the committee
    - 14.1.5. planned a Hike - 10/3
    - 14.1.6. planned a Clothing Swap - 19/3
    - 14.1.7. has been in contact with PR and the Ball Trustees
    - 14.1.8. started organizing the ball - the Anmodan will be sent out in the following days!
  - 14.2. Career
    - 14.2.1. Made a working group for our study trip to Copenhagen
    - 14.2.2. Scheduled a collaboration with lecture
    - 14.2.3. Kicked-off the Career Talks series with a get-to-know-each-other, an internship seminar and our first Career Talk
    - 14.2.4. Thanks to the help of an HR student forwarded the selection of participants for the Mentorship Programme to Lund Diplomatic Club
  - 14.3. Lecture
    - 14.3.1. Has hosted four successful lectures
    - 14.3.2. We have been planning collaborations with other committees

- 14.3.3. 4 Upcoming lectures in March
- 14.4. Magazine
  - 14.4.1. Prepared for the release of our upcoming issue
  - 14.4.2. Compiled 12 articles, guiding writers through a 2-month long writing and editing process
  - 14.4.3. Refined 3 book reviews and a global news report for publication
  - 14.4.4. Corresponded with 5 partner organisations to secure ads for the next issue
  - 14.4.5. Held weekly meetings; attended the Student Fair (Ffion) & Get Active (Philippa)
- 14.5. Pod&Radio
  - 14.5.1. Participated in the Student Fair, Hälsningsgillet and Get Active
  - 14.5.2. Worked with our committee members and the Presidium to move away from Radio AF and purchase our own equipment
  - 14.5.3. Talked with Lecture about potential collaborations
- 14.6. PR
  - 14.6.1. Conducted a marketing meeting with the Travel Committee and created posters for Georgia trip
  - 14.6.2. Continued to post content on the Instagram for most committees
  - 14.6.3. Met with the President to discuss PRs role in the Alumni Network project
  - 14.6.4. Begun working to re-establishing LinkedIn as an active social media
  - 14.6.5. Participated in the Get Active event and recruited new members
- 14.7. Travel
  - 14.7.1. Published information about the upcoming Georgia trip
  - 14.7.2. Travel is currently in the process of selecting the new travel committee for the spring semester
  - 14.7.3. Had meetings with PR to plan and coordinate an effective marketing strategy
  - 14.7.4. Travel received a great amount of quality applications to the committee
  - 14.7.5. Travel has engaged in an exciting potential collaboration with the Lund Student UN organisation

- 14.7.6. Had a meeting with the President to discuss challenges, hopes, wishes etc. of the the Travel Committee
- 14.8. Webzine
  - 14.8.1. Edited and published six new articles
  - 14.8.2. Got new plugins on the website to enlarge photos and to see more in-depth statistics for website visitors
  - 14.8.3. Collaborating with PR & Magazine and discussed potential collabs with Lecture
  - 14.8.4. We have two new fact checkers!
  - 14.8.5. Article schedule slots are nicely filled until early March but still looking for more writers
- 14.9. Debate
  - 14.9.1. hosted debate sessions after term start in both ENG & SWE
  - 14.9.2. had 5 debaters represent UPF Lund Debate at a CPH debate tournament
  - 14.9.3. decided to host monthly socials with the active Committee members
  - 14.9.4. planning to have a debate tournament on 5/4
  - 14.9.5. internal discussion on our two (hopeful) successors

## 15. Other Points

*Claudia explains that the Presidium has decided not to pursue an extra Annual Meeting to elect the Auditor. This is because the person that expressed interest has communicated that there is the possibility of them resigning just a month after the election and them wanting to continue to be an active member. Therefore, instead of using resources, the Auditor application will be opened again for the Annual Election Meeting.*

*Iris asks what would happen to the Head of Lecture.*

*Claudia answers that a Head can be elected at a Board meeting.*

*Joosep asks the requirements for the Auditor.*

*Claudia answers a key one is that they are not an active member.*

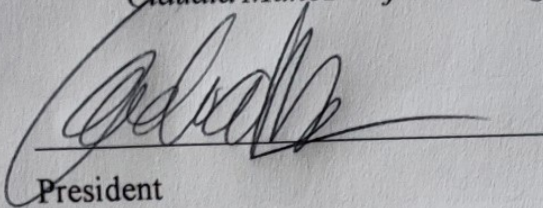
## 16. Confirmation of the next Board Meeting



The next Board Meeting will be held on 29th February.

17. Meeting adjourned

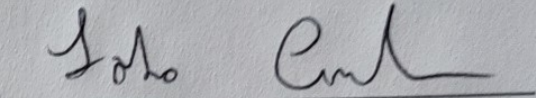
*Claudia Muñoz-Rojas Dominguez adjourns the meeting at 19.21.*



---

President

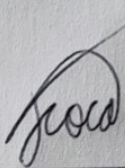
Claudia Muñoz-Rojas Domínguez



---

Secretary

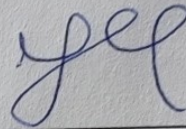
Fabio Cavaliere



---

Meeting attestor

Francisco Cobos Cabral



---

Meeting attestor

Ffion McEvoy