



Board Meeting II

2024-10-24, 17:00

UPF office, AF Borgen

Board of 24/25

Association of Foreign Affairs Lund

Present: *Edwina Magnus, Ella Hellerup, Graciela Moreno Nino, Gustav Yxell, Joosep Raudsepp, Lauren Gerber, Liam Jelmhag, Louise Falk, Lucas Röing, Ronja Lamberg, Ludwig Eriksson, Francesca Recht*

Online: *Agnes Fischer, Santeri Rönty*

1. Opening of the meeting

President Edwina Magnus opens the meeting at 17:10

2. Election of Chair of the Meeting

Edwina Magnus is elected the Chair of the Meeting at 17:11

3. Election of Secretary of the Meeting

Ronja Lamberg is selected the Secretary of the Meeting at 17:12

4. Election of Attestors and Vote Counters of the Meeting

Louise Falk and Francesca Recht are elected the Attestors and Vote Counters of the Meeting at 17:13

5. Approval of the Electoral Roll

The electoral roll is set at 14 at 17:14

6. Approval of the Agenda

The Board approves the agenda at 17:17

7. Decision Point: Motion about Ratification of the Per Capsulam Decision for the Operational Plan 2024/2025

Edwina presents the Motion to the Board Meeting to ratify the Per Capsulam Decision for the Operational Plan of 2024-2025. She explains that the Presidium had a few misunderstandings about the UPF Statues when preparing for the previous Annual Meeting which is why the Per Capsulam decisions were made and transferred to the Board Meeting.

The Board approves the Motion at 17:27

8. Decision Point: Motion about Ratification of the Per Capsulam Decision for the Operational Budget 2024/2025

Edwina presents the Motion to the Board Meeting to ratify the Per Capsulam Decision for the Operational Budget of 2024-2025.

Edwina suggests an amendment of the Motion.

The Board rejects the Motion at 17:30

A proposal to amend the Motion with the adding of the correct date "September 23th, 2024"

The proposed Motion about Ratification of the Per Capsulam Decision for the Operational Budget 2024/2025 with the proposed amendment is approved at 17:34

9. Decision Point: Motion about Ratification of the Per Capsulam Decision to Set the UPF Membership Fee to 100kr

Edwina presents the Motion to the Board Meeting to ratify the Per Capsulam Decision to set the UPF membership fee to 100kr

Edwina suggests an amendment of the Motion.

The Board rejects the Motion at 17:34

A proposal to amend the Motion with the adding of the correct date “September 23th, 2024”

The proposed Motion about Ratification of the Per Capsulam Decision for Membership Fee to 100kr with the proposed amendment is approved at 17:36

Edwina proposes a break at 17:37

The meeting resumes at 17:42

10. Information Point: Skanör weekend

Edwina presents the details about the upcoming Skanör team building weekend.

The Board is celebrating the news.

Edwina continues to ask who would be able to help with the groceries.

Joosep, Grace, Louise and Santeri agree to help with groceries.

Edwina reminds the Board that they should prepare for a reflection workshop and a motion writing workshop.

11. Information Point: Lundsala

Santeri presents the recent information he has gathered for the upcoming Lundsala weekend. The exchange is arranged between December 13th and December 15th. The weekend will contain an internship application workshop and organisation development workshop. He mentions that on Saturday UPF Lund and UF Uppsala will have dinner together. He ends the presentation with suggesting the Board members to host a member of UF Uppsala.

Santeri adds that UF Malmö has asked to join the association exchange and asks the Board about their opinions on that matter.

Edwina answers that UF Malmö is welcome to join.

The Board agrees.

12. Information Point: Election night

Ella presents the details of the US Election night with Lupef on the 5th of November.

Louise introduces the events they have planned with Lupef for the overnight election part of the event.

Edwina proposes a break at 18:16

The meeting continues at 18:22

13. Information Point: Online Security and Password Safety

Edwina presents the details of the meeting with the Website Trustee and that they found a security risk concerning the committee emails which are listed on the website. The security issue was corrected by the Website Trustee.

Edwina continues to discuss password safety and suggests deleting documents from Google Drive if they contain passwords and personal information about individuals that are not currently used for our operational purposes.

Grace disagrees with deleting the personal information of members in the committee's Drive since it would be inconvenient and time consuming.

Louise asks if the Activity committee should delete the information of members in their sign up forms.

Edwina answers that the information that is being used at the moment can be stored but if not, then the information should be deleted.

The Board agrees.

14. Discussion Point: Alternatives for Cardskipper

Gustav presents the details about the ongoing discussion of searching alternatives for Cardskipper since it has been noted as inconvenient and the members do not consistently upload the app. He continues to inform the Board how time consuming the manual work for handling payments with the current membership registry is. He has investigated STUK as an alternative, with the only downside being that it would not register alumni members. The other alternative would be Orbi which would be a cheap option.

Edwina asks what are the benefits of the Orbi service.

Gustav answers that the platform offers varied membership options and would be helpful with managing payments.

Santeri reminds the Board that we have to inform UFS about changing the platform we are using for membership and payments.

The Board agrees with first informing UFS and continuing the investigation of the alternative platforms.

15. Discussion Point: Committee Social Media Accounts

Edwina presents the details of the recent discussions about committees' individual social media accounts. Her standpoint is that it would be better from a brand perspective that the few committees who have separate social media accounts would be connected to the UPF main social media accounts.

Lauren suggests that Pod&Radio could join the Perspective UPF Instagram account.

Ludwig agrees.

Lucas agrees and says that he would be open to merging the Debate Instagram account with the main UPF Instagram account.

16. Discussion Point: Environment Policy and Sittnings

Louise presents the findings of UPF Environment Policy which has been mistakenly interpreted as every UPF sittning would have to serve vegetarian food even if it is said to be a suggestion. She suggests implementing this loophole on sittnings similarly to how it has been done during UPF Balls.

Lucas reminds the Board that the sittning dishes often are smaller when they are asked to serve vegetarian food.

Ella wonders if the Nations in Lund would then always have a non-vegetarian option since they often serve vegetarian dishes.

Edwina answers that the policy is very clear with being a preference instead of a loophole.

Edwina and Louise agree that the sittings should open to non-vegetarian dishes and if the Nation decides to serve only vegetarian dishes, it would not matter.

Agnes left the meeting at 19:10

Agnes joined the meeting at 19:15

17. Presidium reporting

18. Presidents

18.1 Planned and hosted the team building weekend in Lund

18.2 Attended the EU days conference

18.3 Helped plan and execute the US congress visit

18.4 Written the operational plan for the year

18.5 Planned and executed the Annual Meeting

18.6 Written recommendation letters for members

18.7 Attended the Get Active

18.8 Attended UFS Annual Meeting

18.9 Planned the upcoming Skanör trip

18.10 Organised for Grace to take over as legal publisher of the magazine

18.11 Planned the upcoming election night watch along / breakfast

18.12 Held weekly presidium meetings and meetings with other board members.

18.13 Planned Skanör with the president and activity

18.14 Visited different committee meetings

18.15 Had meetings with each other

18.16 Attended presidium meetings

18.18 Created a Strava group for UPF Lund

18.19 Organised and participated in the Get Active

18.20 Started thinking about the alumni network

19. Secretary

19.1 Held meetings with the Presidium

19.2 Continued to contact people about their information for Cardskipper

19.3 Participated in PR meetings

19.4 Took pictures at a sittning

19.5 Created and improved the weekly newsletter

19.6 Participated the US election meeting with Lupef

20. Treasurer

20.1 Completed inkomstdeklaration for Skatteverket

20.2 Participated in the Get Active and the first sittning

20.3 Taken all payments for the novisch week and the Halloween sittning

20.4 Organised and taken inventory of the merch

20.5 Finished accounting until September

20.6 Chaired LUPEFs annual meeting on behalf of UPF

20.7 Started taking payments for the UPF x LUPEF breakfast

20.8 Held meetings with companies to potentially work with

20.9 Started a financial report spreadsheet that can be found in the Operational year folder on 20.10 Google Drive

20.11 Contacted the bank in regards to re-opening savings accounts

21. UFS Representative

21.1 Established a framework for the Lundsala project together with UF Uppsala, including

21.2 securing a 5,000 SEK funding from the UFS Knowledge Exchange Fund (which will go to Uppsala)

21.3 Attended two UFS Board meetings

21.4 Attended the UFS Annual Assembly on 29 September

21.5 Attended AF-Träffen

21.6 Encouraged the UFS Board to nominate one of our members to the position of an LSU representative in the EU Youth Dialogue

21.7 Been in contact with the rest of the UFS Board regarding the Forum Weekend

22. Committee reporting

23. Activity

23.1 Arranged UPFs first Novisch week ending with a sitting

23.2 Booked going to Max IV—14th of November

23.4 Planned and sold out the Halloween sittning

23.5 Booked Grand Hotel for the Spring Ball 9/5-2025

23.6 Part of the LUPEF X UPF Christmas market 3/12

23.7 Started develop the Winter wonderland sittning

23.8 Part of the LUPEF X UPF election watch party

- 23.9 Develop games/activities for the night and attend LUPEF meetings
- 23.10 Preliminary booking Dag Hammarkjöld museum visit in Bacåkra for the spring
- 23.11 Started planning for the spring semester
- 23.12 Planned activities for Skanör
- 23.13 Appointed Ball Coordinators Trustees

24. Career

- 24.1 Booked AF Borgen for the Career fair on the 26 of November
- 24.2 Planned the career fair and sent out invitations
- 24.3 Started planning for the mentorship program
- 24.4. Started planning for the Diplomat Programme lecture
- 24.5 Elected two trustees

25. Lecture

- 25.1 Had three lectures
- 25.2 Planned lectures until February, with and without collaboration partners
- 25.3 Had meetings with people involved in upcoming lectures, for example Raul Wallenberg
- 25.4 institute and lecturers
- 25.4 Held weekly meetings
- 25.5 Participated in Get Active
- 25.6 Elected our trustees
- 25.7 Had meetings involving and giving tasks to our trustees
- 25.8 Did collaborations with Sasnet

26. Magazine

- 26.1 Started to layout the first magazine for the November issue.
- 26.2 Received 16 high-quality articles.
- 26.3 Appointed 5 sub-editors and 1 designer within our members.
- 26.4 Coordinated writing and editing cycles.
- 26.5 Finished the first round of edition.
- 26.6 Received and accepted an offer to lower down printing costs.
- 26.7 Proposed a release-party to activity committee.
- 26.8 Held weekly meetings with over 20 participants.
- 26.9 Met with the president.
- 26.10 Participated in the Get Active and the first sitting.
- 26.11 Participated in the planning of the election watch party & breakfast.
- 26.12 Collaborated with and being present in other committees' meetings.
- 26.13 Reached out to potential partners to advertise in the magazine.
- 26.14 Held a meeting with the executive directors of the EU Academy.
- 26.15 Started scheduling the next issue and started receiving article proposals.

27. Pod&Radio

- 27.1 Held weekly meetings
- 27.2 Participated in Get Active
- 27.3 Prepared and recorded interviews with the visiting American representatives
- 27.4 Prepared to release the first episode

28. PR

- 28.1 Published a promotional instagram reel together with @lunduniversity
- 28.2 Designing and started posting introduction posts of all committees on Instagram

28.3 Done PR for the great activities, articles, etc that the other committees done

28.4 Helped with the planning of Lupef X UPF U.S Election Party

28.5 Done the PR for the Lupef X UPF U.S Election Party

28.6 Hosted interviews with PR trustee applicants

29. Travel

29.1 Planned and booked the Travel to Croatia

29.2 Booked an airbnb for the Travel

29.3 Been in contact with the various associations and organisations in the host country

29.4 Applied for various grants for the spring semester Kenya trip

30. Webzine

30.1 Published four articles

30.2 Established a reddit presence to promote our articles

30.3 Established a relationship with PR so that every article is posted to the UPF story

30.4 Participated in the get active

30.5 Selected 3 sub-editors and 3 fact-checkers who have already started editing articles

30.6 Filled our article schedule until winter break

30.7 Held ideas workshops to get new members of webzine engaged

31. Debate

31.1 Had our regular weekly debates, with the exception of one day

31.2 Scheduled dates for two tournaments in Lund in the spring

31.3 Discussed whether we should have a tournament in the fall

31.4 Participated in the get active

31.5 Had a meeting with our external relations trustee to decide upon division of labour

31.6 Discussed a potential study trip to England

32. Other Points

Gustav suggests that Debate committee reporting should be moved to its actual position according to the alphabetical order. He continues to introduce his idea of reallocating the money that a committee such as lecture makes as back to entrance revenues instead of the committee's own budget.

Edwina agrees that the profits should go to the use of the whole organisation.

33. Confirmation of the next Board Meeting

The next Board Meeting will be held on the 7th of November

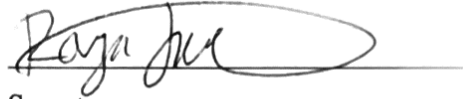
34. Meeting adjourned

Edwina Magnus adjourns the meeting at 19:45



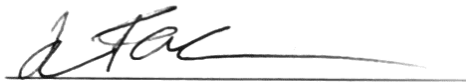
President

Edwina Magnus



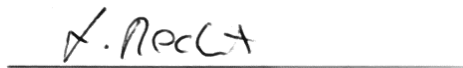
Secretary

Ronja Lamberg



Meeting attestor

Louise Falk



Meeting attestor

Francesca Recht