



ASSOCIATION OF FOREIGN AFFAIRS

LUND • EST. 1935

Board Meeting

10:28-12:28 2017-09-09

Studentgården, Skanör

The Board of 2017/18

Association of Foreign Affairs

Present: Ebba Coghlan, James Davies, Leon Klingborg, Maggie Huynh, Zigne Edström, Vide Wassberg, Miximin Orsero, Julia Bergström, Tobias Adolfsson, Christopher Andersson, Ellen Boije af Gennäs Erre, Mårten Randau, Glenn Lio, Jonatan Pupp, Eleonor Hallberg, Jakob Granath, Tilda Kajbjer, Joseph Aivalikli, Christopher Fletcher Sandersjö, Erik Helldén, Tove Jørgensen, Hanna Kanon, Soha Kadhim.

1. Opening of the meeting

President Ebba Coghlan declares the meeting open at 10:28.

2. Election of chair of the meeting

Ebba Coghlan is elected chair of the meeting. (10:28)

3. Election of secretary of the meeting

Leon Klingborg is elected secretary of the meeting. (10:29)

4. Election of attestors and vote counters

Eleonora Hallberg and Christopher Andersson are elected vote counters and attestors of the meeting. (10:29)

5. Approval of the Agenda

(Attachment 1)

Proposal to approve the agenda.

Passed by acclamation. (10:30)

6. Presidium reporting

President

- *The Annual Meeting will be held on the 28th of September. The meeting will soon be announced to all our members, at the latest on the 14th of September. There will be a per capsulum decision to approve the budget before the 14th.*

Treasurer Tobias Adolfsson suggests that the board take the decision on the budget tomorrow.

- *The responsibilities of the office guards are specified,*
- *Eleonora Hallberg and/or Soha Kadhim might take on the role as office responsible.*
- *Suggestion to have two people responsible of the UPF blogg. Hanna Kanon, Julia Bergström and Joseph Aivalikli are interested.*
- *The crisis group is to be elected and consist of three board members. ToveJørgensen, Julia Bergström, Christopher Andersson, Soha Kadhim, Ellen Boije af Gennäs Erre, Mårten Randau, Jonatan Pupp, Zigne Edström, Glenn Lio and Jakob Granath are interested.*
- *There is a plan to have presidium hang outs every other week.*

Secretary

- *Secretary Leon Klingborg informs the board about when board members need to renew their membership.*
- *Those who want information about their committees in the newsletter on Mondays need to send it to Leon, preferably a couple of days earlier.*
- *There is a new way of signing up members through google forms, it is easy to use, the link is in the facebook group.*

Treasurer

- *The budget is nearly finished,*
- *When buying things for UPF you must get a receipt.*
- *There will be a document stating which expenses UPF pays for which can be sent to lecturers etc.*
- *There will be a note explaining how the cashboxes work.*

Head of IT

- *Important not to give the new sign up link to other people than board members.*
- *The Webzine website will be changed.*

7. UFS reporting

- *There is an opportunity to participate in round table discussion about reforms in eastern Europe with Forum Syd, you get the trip and living costs payed, participants have to take notes.*
- *The winner of the policy competition with the British embassy will get a mentorship with the Ambassador and flight tickets to the United Kingdom.*
- *UFS has announced that the positions of Project Coordinator, Press Secretary and Organisational Developer are to be elected. All UFS members can apply.*
- *UFS annual meeting is coming up on the 21st of October and will be held in Uppsala.*
- *The workshop afternoon with UF Malmö is being prepared.*
- *In accordance with the UFS action plan, UFS Representative Julia Bergström will have brief meetings with the committees to inform about UFS.*

(Break at 11:22)

President Ebba Coghland declares the meeting open at 11:28

8. Grants

Most of UPF's money is coming from grants.

- *The largest one, the Folke Bernadotte grant, is handed out for the period of January to December. There are specific demands for receiving this grant.*
- *MUCF and Forum Syd grants are received through UFS.*
- *A Grant from Folkuniversitetet is received based on study circles and the number of people in them.*
- *UPF also receive grants from our collaboration partners: Raoul Wallenberg Institute, Centre for East and South-East Asian Studies and Centre for Middle Eastern Studies.*

9. Project Integration

The board needs to decide how to live up to the motion from the Annual Election Meeting about extending Project Integration.

Since the old project leaders are not available this year we might need to find new project leaders.

There are grants which Project Integration could apply for.

Julia Bergström suggest end of debate and to allocate to specific board members the task of investigating the issue.

Soha Kadhim and Julia Bergström volunteer.

Proposal to delegate to Julia Bergström and Soha Kadhim to investigate the possibilities of Project Integration.

Passed by acclamation. (11:56)

Decition to extend the duration of the meeting. (11:58)

10. Get Active

The Get Active Meeting will be held on the 13th of September at 18:00.

Board members are encouraged to invite old committee members to come and help out.

Board members take on different task for the evening.

Proposal to delegate the task of:

- *Creating signs, membership cards and a Power Point presentation to Heads of PR Tilda Kajbjer and Erik Helldén,*
- *Handeling the membership system to Head of IT Christopher Andersson,*
- *Preparing tea and coffee to Head of Activity Soha Kadhim,*
- *Being responsible for the general setup to Heads of Lecture Ellen Boije af Gennäs Erre, Jonatan Pupp and Eleonora Hallberg.*

Passed by acclamation. (12:08)

11. Motions

- a) Motion on UFS/SAIA (Attachment 2)

Proposal to refer to our umbrella organisation in abbreviation solely as UFS.

Passed by acclamation. (12:15)

Proposal to update the policy documents as well as internal and external communications to match the decision in the UFS board.

Passed by acclamation. (12:15)

12. Other points

- a) By-laws and policies

Board members are encouraged to send in motions about changes to the policy documents if they find that the documents need to be updated.

- b) PR Committee

The PR Committee have created guidelines for other board members to follow when ordering material. A document describing the material is to be sent in, at

the latest, three weeks ahead of an event. If the guidelines are not followed the PR committee cannot guarantee that material will be available at the preferred time.

13. Confirmation of next board meeting

The next board meeting will be held on the 28th of September, together with the Annual Meeting.

14. Meeting adjourned

Ebba Coghlan declares the meeting adjourned at 12:28.

Leon Klingborg, Secretary

Ebba Coghlan, President

Eleonora Hallberg, Attester

Christopher Andersson, Attester

Attachment 1



Board Meeting

2017-09-09, 10:00

Studentgården, Skanör

The Board 17/18

Association of Foreign Affairs, Lund

1. Opening of the meeting
2. Election of chair of the meeting
3. Election of secretary of the meeting
4. Election of attesters and vote counters
5. Approval of the agenda
6. Presidium reporting
7. UFS reporting
8. Grants
9. Project Integration
10. Get Active
11. Motions

1. Motion on UFS/SAIA

Other points

By-laws and policies

Confirmation of next board meeting

Meeting adjourned

Attachment 2



Motion concerning the using of UFS/SAIA

Background

The umbrella organisation that UPF Lund is a part of is in Swedish called Utrikespolitiska Förbundet Sverige (UFS). In English, the same organisation is known as the Swedish Association of International Affairs (SAIA). Thus, the organisation has been referred to both using its Swedish and English abbreviations. However, there has been a decision in the national UFS board to stop using the terms interchangeably, as this has caused confusion. Therefore, the national board of UFS has decided to move towards a policy similar to that of UPF and only use the Swedish abbreviation UFS.

Purpose

In order to reduce ambiguity and simplify communications, this motion suggests that

UPF Lund only uses the abbreviation UFS for The Association of International Affairs (Utrikespolitiska Förbundet Sverige) and thus rewrites documents and policies where the abbreviation SAIA is used and exchange the abbreviation for the abbreviation UFS. This will help members reach a higher degree of awareness of UFS and mitigate confusion regarding the difference between UFS and SAIA, especially as other associations are moving towards the same direction.

Proposal

I propose that the board decides:

to refer to our umbrella organisation in abbreviation solely as UFS
and to update the policy documents as well as internal and external
communications to match the decision in the UFS board.

Julia Bergström
UFS Representative