



## Board Meeting 10

17:18-21:16 2020-04-16

Digital, WebEx,

The Board of 2019/20

Association of Foreign Affairs

*Present: Soha Kadhim, Jesper Olsson, Cheryl Fung, Alejandro Guzman, Benjamin Johansson, Dilshoda Mustafaeva, Emily Hsiang, Fredrik Fahlman, Hedda Carlsson, Isabel Gråby, Jonatan Klefbom, Jonna Lindberg, Mara Glas, Peg Magnusson, Linda Kivi, Rebecca Edvardsson, Sanjin Alagic, Sofia Gjertsson, Juliet Brickell, Mortiz Neubauer, Olle Tolke*

*Not-present: Martina Divkovic, Nasra Mahat,*

*Jesper Olsson left the meeting at 18.30 and re-entered the meeting at 20:30.*

*Jonna Lindberg and Mara Glas left the meeting at 19:56.*

*Olle Tolke left the meeting at 21:00*

1. Opening of the meeting

*President Jesper Olsson declares the meeting open at 17:18.*

2. Election of Chair of the meeting

*Jonatan Klefbom is elected Chair of the meeting at 17:18.*

3. Election of Secretary of the meeting

*Soha Kadhim is elected Secretary of the meeting at 17:19. .*

4. Election of Vote Counters and Attesters.

*Peg Magnusson and Linda Kivi are elected Vote Counters and Attesters of the meeting at 17:20.*

5. Approval of the agenda

(Attachment 1)

*Mara Glas suggests to add a point 8.3.1. Quarterly report*

*Proposal to approve the agenda with the suggested amendment.*

*Passed by acclamation at 17:28.*

6. Corona Update

*Jesper Olsson mentions that there is not much to report on that haven't already been mentioned previously. The spread of the virus is going slower than anticipated in the region and for now doesn't change anything.*

7. Update on status of elections.

*Jesper Olsson informs that the Annual Election Meeting will take place on a digital platform. More information will be sent out with the summons and an event will be up this weekend. He further mentions that the deadline for counter-candidating is the 3<sup>rd</sup> of May and encourage the board to focus especially on the vacant position.*

*Secretary Soha Kadhim explains that she has looked into a platform called VoteIT and discussed this with the presidium. She adds that it is a digital text base platform that would be used as a complement to a video-stream one, where the video would be used for presentation of the candidates only. VoteIT is a system that will help us have fair, reliable election that handles all the issues we faced of solving with the other alternatives that have been used so far. It has various functions and that we can customize according to our needs. The membership costs 10 000 SEK and lasts an entire year with unlimited use throughout this year. She further adds that the recommendations from authorities last until 31<sup>st</sup> of December 2020 and that the board should consider investing in such a system since it'll help the next board with its operations and especially for the Annual Meeting in September. Lastly she adds that UF Uppsala are interested in sharing the membership with so it'll only cost of half the membership fee.*

Benjamin Johansson asks if it is a good investment to put 10 000 SEK of our money on a system that we will only use once.

Secretary Soha Kadhim explains that she thinks it is. Since as said, it is an investment that will help next board. The system can be used at board meetings as well and not only annual meetings and like to emphasize on the fact that this would make the lives of those

involved in the meetings a lot easier, especially for the secretary. That if we have the money to spend, might be good to start thinking of making it easier for the Secretary as well since it's a hell when we conduct meetings with 23, think of how it'll be with twice or three times as many. She adds that way we conduct our meetings right now aren't working well since we don't have a proper way of handling moves, keep track of when people leave etc. She further adds that it might not be a big problem for the Annual Election Meeting this spring but regarding Annual Meeting in September, it'll require a better system since all that we will basically do is vote on important documents and such. She lastly adds that the end cost would only be 5 000 SEK and not 10 000 SEK and that time is of the essence since we need to get an education, fix all the details that is required and there is not a lot of time left until the meeting.

Sofia Gjertsson mentions this that she brought this up at the UFS board meeting and that no other associations could chip in since they don't have the finance for it. She adds that UFS said that they will see how it will work with us and if it was good, they will take part of sharing the system with us next semester. Lastly Sofia adds that she thinks that it is a good supporting system that is specifically designed for this kind of meetings. Our board meetings are barely working now and if we become three times as many people it will get messy.

Jesper Olsson agrees with Soha Kadhim and that time is of the essence. If the board does not want this system, then a new suggestion of a different system needs to be given soon.

Soha Kadhim corrects that if a new system is to be suggested it cannot happen within a couple of days but rather today or tomorrow since we need to move forward with this before Saturday, when the summons is supposed to be sent out.

Juliet Brickell agrees with everything that Soha Kadhim said and think we should invest in VoteIT.

Moritz Neubauer agrees that it is important to sort it out as soon as possible. He suggests using Zoom since it has good quality and is free for us and adds that it could be used for closed ballot votes.

Benjamin Johansson suggests that the board delegates a mandate to a group who will take the decision on what system to buy or use.

Jesper Olsson asks Moritz Neubauer if it is possible to handle motions and gives the new bylaws as an example. His question is if we can use Zoom to do it point-by-point and if Zoom can handle a big chunk of text.

Moritz Neubauer replies and asks if we want to have all the text in the software, or separate because Zoom will only show a preview and you'll need double-click and open it somewhere else to read it. He also adds that he hasn't used it for differentiating between motions and votes so he cannot answer questions on how to handle votes and adds that it makes it easier to use the other software. Can't say anything now, and if it's easier with VoteIT. He lastly adds that he knows that different parties and companies are using zoom at the moment.

Jesper Olsson suggests that the board takes a decision today to create a group and suggests that the group should consist of Jesper Olsson and Soha Kadhim who will in turn look into different alternatives.

Chair Jonatan Klefbom seconds the suggestion and asks if anyone else is interested in joining the group and specifically asks if Moritz Neubauer is interested in joining the group.

Moritz Neubauer explains that he is interested.

Secretary Soha Kadhim clarifies that this should in this case be decided upon within the upcoming two days since the summons need to be sent out.

Moritz Neubauer explains that he in this case cannot participate since the timeframe is short and he does not have the time at the moment.

*Chair Jonatan Klefbom moves for creating a group consisting of Soha Kadhim and Jesper Olsson and give them a mandate to buy a system for a maximum of 10 000 SEK*

Benjamin Johansson interjects that he would like to join the group to give inputs.

*Chair Jonatan Klefbom moves for creating a group consisting of Soha Kadhim, Jesper Olsson and Benjamin Johansson and give them a mandate to buy a system for a maximum of 10 000 SEK.*

*Proposal to create a working group consisting of Soha Kadhim, Jesper Olsson and Benjamin Johansson and give them a mandate of buying a digital system for a maximum of 10 000 SEK.*

*Passed by acclamation at 18:02.*

## 8. Presidium Reporting

### 8.1 Presidents

- Wants the board to have the draft finished for the hand over documents.
- Office hours is still happening in terms of cleaning the office. This is changed to every second week and the schedule is updated accordingly.
- Made a new office hours' task list that will be put up in the office. Important to keep the office in shape.
- There are vacancies for next board so encourage people to apply for positions.
- Will soon need to start writing an annual report. This falls on each board member to write about their year.
- Reminds the board to fill in the survey for Uppsala weekend. This needs to be done to receive the money from UFS. Deadline is on Sunday!

### 8.2 Secretary

- Had a webinar with UFS today regarding new membership registries. Looking into two alternatives, eBas and Cardskipper. Will inform more once I know more. But will most likely change registry system by next year.
- Mostly focusing on Annual meeting so nothing else to report on.

Jesper Olsson asks how many members we currently have lost.

Secretary Soha Kadhim explains that we have approximately 500 or a little less. She adds that she cleaned the registry two weeks ago and there were around 235 people removed since last time she cleaned the registry which was a little over 2 months ago.

### **8.3 Treasurer**

#### 8.3.1 quarterly report

*Mara Glas explains the quarterly report to the board.*

Benjamin Johansson adds that we are making profit when we aren't supposed to since we are a non-profit organization so he will look into changes for next year. He also adds that the total revenues will be higher than expected.

Chair Jonatan Klefbom asks if the board can get a clarification on what amount we have to spend on investments this year.

Benjamin Johansson explains that if we find something nice to buy then we can probably afford it and adds that we have at least 100 000 SEK to spend.

Moritz Neubauer asks if the grants will be impacted next year due to this situation.

Jesper Olsson replies that he does not believe that it will since the circumstances are extraordinary and therefore won't have long-term negative effects.

*Jesper Olsson left the meeting at 18:30*

### **8.4 UFS Representative**

- Explains that UFS have had big deficits in their budgets the last couple years which has created financial difficulties. She adds that the current board of UFS sets the budget, operational plan etc. for the next board so for the last couple of months she's been in the budget group and that they have created a worst case scenario budget with a deficit of approximately 15 000 SEK.

## 8.5 Head of IT

- Have been working on protocol pages. Found how to make tabs for protocols according to operational year.

*(Chair Jonatan Klefbom declares the meeting adjourned for a 10-minute break at 18:35)*

*(Chair Jonatan Klefbom declares the meeting re-opened at 18:46)*

## 9. Committee Reporting

### 9.1 Activity

- Will create a Netflix party for active members
- Are going to have an event for their active members
- Board ball in one week, on the 25<sup>th</sup> of April.

Hedda Carlsson explains that they were thinking if it is possible to use money from the board activities budget and if the board would be okay with it.

Mara Glas explains that the money for board activities are over budget. She asks if activity have made a budget for what it would cost to finance the board ball.

Hedda Carlsson replies that they have made a budget.

Benjamin Johansson adds that depending on the budget, maybe UPF can partly fund it as long as it isn't too expensive and would make a difference for the board. He asks if Activity have been in contact with AF to get an approval to be in AF for the event.

Hedda Carlsson replies that we only need to send an email informing edilen that we will be in the office.

Secretary Soha Kadhim thinks that the association is bad at rewarding or showing the board appreciation for their hard work and therefore thinks it's a good idea to take some of the investment money to this.

Chair Jonatan Klefbom adds that always important to be including and that a decision has been taken to only invite people who have been in the board.

Moritz Neubauer adds that we should have in consideration of how this would be perceived and how it would look for active members that we have a sittning for only the board. That we shut everything down and it would be considered weird to have an event if we did that.

Hedda Carlsson explains that they will be following guidelines and that the board ball is not an official event and therefore not something that we announce to everyone. That this is something for the Board and Micaela Carhed and Jacob Wollheim and having a fun event with the board could encourage people to apply for the vacant positions since we show that we have fun together.

Rebecca Edvardsson wants to point out that the office only allows 20 people and that we should make sure to follow those guidelines due to fire hazards.

Hedda Carlsson explains that 22 people have said that they would come.

Chair Jonatan Klefbom adds that we can talk to Edilen about this. He also adds that the current discussion is not a board topic and that this is an invitation to private people. He lastly adds that he is aware of the message sent and how could be perceived.

Sofia Gjertsson agrees that UPF is quite bad at rewarding the board that does require a lot of work. She adds that if we have medals, we should give them one as an appreciation thing.

Isabel Gråby agrees with what have been said but would like to input that the Uppsala trip could also have been perceived as a party trip.

Secretary Soha Kadhim explains that if we invite former board members and use association money to host this event it would unfair for people who are active and

hold positions of trust that aren't part of a committee and aren't receiving the same appreciation as active members in committees. And that if we should prioritize who to invite it should first and foremost be those people, like Election Committee, Chief Recruiters and Sexual Harassment Contact Person.

Hedda Carlsson replies that they have this discussion and argues that we have a lot of people that needs to be invited in that case and hard to know where to stop when it comes to who would be invested since we do have a lot of active members that put in a lot of work that aren't invited either.

*Chair Jonatan Klefbom suggests end of debate.*

*Proposal to end the debate.*

*Passed by acclamation at 19:15.*

Dilshoda Mustafaeva would like to point out that her two deputy heads of lecture are helping out a lot with committee work and so that she can do her board work and therefore deserves to be invited. She also adds that the word about this event have already spread and therefore suggests that we should rename the event and include deputy heads and chief recruiters. Her last suggestion is to do an outside event instead and perhaps barbeque.

Sanjin Alagic agrees that it becomes difficult where we draw the line if we don't stick to one thing, like board members. We have trustee positions in other committees and a lot more people will start to wonder why they aren't invited if some are. He mentions that someone mentioned that we have a certain amount where we can put money on the board. If we have the set budget for board activities, then should use it.

Chair Jonatan Klefbom informs that we have exceeded that budget and the current discussion is regarding to exceed the budget even more.

## **9.2 Career**

- Main part of their events are cancelled.

- Had their first webinar on Tuesday.
- Will most likely host Johan von Schreeb in May and are considering of extending the seminar to more than just the Prep Course.
- Wants to have a LinkedIn workshop open for everyone so if anyone in the board know someone who can hold a workshop like that. Let them know.
- AISEC contacted them and asked if Career were interested in a collaboration. The outcome would give our members a discount to voluntary trips abroad.

Chair Jonatan Klefbom asks what AISEC does.

Linda Kivi explains that they are a voluntary and student based association. Provide different projects and trips around the world to learn new skills.

Secretary Soha Kadhim asks what the collaboration with AISEC would mean in return for us.

Peg Magnusson explains that we would Promote AISEC on our events and networking events, and have them present themselves and promote their association.

Mara Glas interjects that she doesn't know to what extent it is justifiable to have such a collaboration with them.

Peg Magnusson explains that the heads of career have been thinking the same.

Sofia Gjertsson does not think that this is a collaboration we should do. doesn't think it's a collaboration we should do.

### 9.3 Lecture

- First digital livestream on Facebook. Reached 300 people since it was in collaboration with SASNET.
- Will have another livestream event next Wednesday.
- They want to invest their remaining budget on being a better representative on our events, by giving their active members pins, t-shirts etc.

- They also want to invest their money on technical things such as microphones for Café Athens, cameras to have digital lectures etc. Will have a meeting on Monday to discuss it and argues that those investments are good for upcoming years.
- Rebecca Edvardsson is as of today completely back and active in the committee.

*Chair Jonatan Klefbom informs the board that Luke Sandford is present in the office where some board members are as well while participating in the board meeting.*

#### **9.4 Magazine**

- Currently have their Layout week. This issue have been done differently from past issues since its only Moritz, Fredrik and Luke that are doing the layout.
- Happy with the fourth issue, they have good material for it. Will print around 700 issues this time.

#### **9.5 PR**

- Have received their merchandise. 6 T-shirts and 50 water bottles and stickers to start with. As well as leaflets for the recruiters.

#### **9.6 Radio**

- They have made their meetings optional and some members hang out at the office during committee meetings, while others are on screen.

#### **9.7 Travel**

- Nothing going on.

#### **9.8 Webzine**

- Publishing articles and on times. If all are published they will have published 53 articles this year.

*(Jonatan Klefbom adjourns the meeting for a 15-minute break at 19:56)*

*(Jonatan Klefbom re-opened the meeting at 20:15).*

*Mara Glas and Jonna Lindberg left the meeting at 19:56.*

### **10. Motions**

- No motions were submitted to the meeting.

## 11. Budget: Investment of expected surplus

*Chair Jonatan Klefbom informs that the treasurers have presented the budget in the quarterly report and how much money we have to spend on investments. He also suggests that we form a group that would work with our investments.*

Dilshoda Mustafaeva doesn't think a group would be effective and adds that lecture have ideas and plans on how to invest their money even if it's not finalized she doesn't think it is a good idea to have a separate group.

Chair Jonatan Klefbom explains that we need a certain group that works on this and presents something for next board meeting.

Rebecca Edvardsson agrees with Dilshoda Mustafaeva. She adds that she doesn't know how to move forward but that we don't need a separate group since if we have a separate group, the committees wouldn't be able to decide what they need and get it. She instead suggests that each committee maybe can send in a separate motion on what they want to purchase and emphasizes that she is strongly against having another group that works with this.

Secretary Soha Kadhim does not think having committees sending in separate motions is a good idea at all since we do have 8 committees and other board members that might want to invest in various things and putting up at least 8 motions to a board meeting would not be effective at all. She adds that having a separate group that either have a mandate to purchase stuff or a group that collects items and investments and send in one motion is far better and time efficient.

Rebecca Edvardsson replies that agrees that maybe have separate motions on this isn't a good idea but argues that we don't let a separate group take decision on what to purchase but instead have the decisions taken closer to the committees.

Benjamin Johansson wants to clarify the lecture committee have a budget and nothing will change in the course of that. Especially for lecture since they have a lot of money and the group will not affect that budget. The suggestion is only to make it more

efficient. The group would not be in charge of buying anything spontaneous, but more do the formal aspects.

Rebecca Edvardsson explains that she in that case misunderstood the investment funds.

Emily Hsiang asks how much time we have until we have to make these decisions and get these implemented since we don't have that many board meetings left.

Chair Jonatan Klefbom explains that our mandate period goes on until the last of June and is therefore the final date to make decisions. He also adds that we should take that opportunity and have a couple of weeks to think about it and lastly adds that the current investments we will make would be for the next board and not ours.

*Moritz Neubauer suggests that a group would use a certain amount of money based on ideas from committee heads and board members.*

Chair Jonatan Klefbom explains that there are now two suggestions on the table where the first is to form a group that would make a list and send in a motion to a board meeting where the board then would take decision. The Second is to create a group that would be given a mandate to spend an amount based on ideas from board members and committees.

*The election for the different suggestions are done through google forms since board members had a hard time hearing the difference between the two suggestions.*

*Secretary Soha Kadhim asks the vote counters to count how many eligible voters we have.*

*Linda Kivi and Peg Magnusson informs that there are 19 people eligible to vote. Jesper Olsson re-enters the meeting at 20:30.*

*The electoral roll is updated to 20 eligible voters.*

*With 20 votes counted.*

*14 votes for creating an investment group that would be given a mandate to purchase things.*

*6 votes for creating a working group that would send in a motion to a board meeting with a list of items to purchase.*

*Olle Tolke left the meeting at 21:00.*

*Benjamin Johansson suggests that the group should be given a mandate to purchase items for up to 50 000 SEK.*

Chair Jonatan Klefbom asks the board if there is anyone interested in joining the investment group.

Juliet Brickell asks if the VoteIT would be included in the 50 000 SEK.

Secretary Soha Kadhim explains that the board decided to give her, Jesper and Benjamin a mandate to buy a meeting system which means that this is two separate mandates for two separate things. VoteIT is therefore not included in the 50 000SEK.

Juliet Brickell, Rebecca Edvardsson, Dilshoda Mustafaeva, Jesper Olsson, Benjamin Johansson nominates themselves to join the investment group.

Rebecca Edvardsson nominates Moritz Neubauer to the investment group.

*Proposal to give the investment group a mandate to spend up 'til 50 000 SEK.*

*Passed by acclamation at 21:12.*

*Proposal to elect Juliet Brickell, Rebecca Edvardsson, Dilshoda Mustafaeva, Jesper Olsson, Benjamin Johansson and Moritz Neubauer to the investment group.*

*Passed by acclamation at 21:13.*

*Chair Jonatan informs that the time is 21:14 and proposes that the remaining points are tabled until the next board meeting.*

*Proposal to table the remaining points on the agenda (point 12 and 13) to the next board meeting.*

*Passed by acclamation at 21:14*

12. Discussion: Inclusivity & Diversity

13. Other Points

13.1 Discussion: future UPF “Inspector”?

14. Confirmation of next board meeting

*Chair Jonatan Klefbom informs that the next board meeting is to be held on May 7<sup>th</sup> at 17:00.*

15. Meeting adjourned

*Chair Jonatan Klefbom declares the meeting adjourned at 21:16.*



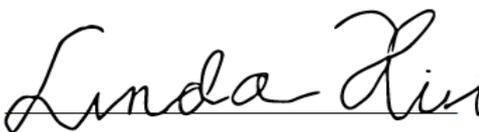
Soha Kadhim, Secretary



Jonatan Klefbom, Chair



Peg Magnusson, Attester



Linda Kivi, Attester



# ASSOCIATION OF FOREIGN AFFAIRS

LUND EST. 1935

## UPF Board Meeting Agenda

16<sup>th</sup> February 2020

Online. 17.00-21.00

1. Opening of the meeting
2. Election of Chair of the meeting
3. Election of Secretary of the meeting
4. Election of Vote Counters and Attesters.
5. Approval of the agenda
6. Corona Update
7. Update on status of elections.
8. Presidium Reporting
  1. Presidents
  2. Secretary
  3. Treasurer
  4. UFS Representative
  5. Head of IT
9. Committee Reporting
  1. Activity
  2. Career
  3. Lecture
  4. Magazine
  5. PR
  6. Radio
  7. Travel
  8. Webzine
10. Motions
11. Budget: Investment of expected surplus
12. Discussion: Inclusivity & Diversity
13. Other Points
  - 13.1 Discussion: Future UPF "inspector"?
14. Confirmation of next board meeting
15. Meeting adjourned