



ASSOCIATION OF FOREIGN AFFAIRS

LUND • EST. 1935

Board Meeting 13

17:00-20:47 2020-05-28

Online, Zoom

The Board of 2019/20

Association of Foreign Affairs

Present board members: Soha Kadhim, Jesper Olsson, Jonatan Klefbom, Mara Glas, Benjamin Johansson, Hedda Carlsson, Isabel Gråby, Linda Kivi, Peg Magnusson, Dilshoda Mustafaeva, Rebecca Edvardsson, Juliet Brickell, Cheryl Fung, Mortiz Neubauer, Fredrik Fahlman, Sanjin Alagic, Alejandro Guzman, Emily Hsiang, Nasra Mahat, Jonna Lindberg, Martina Divkovic

Not present: Olle Tolke, Sofia Gjertsson

Non-board members: Carl Cotton, Clara Karlsson Schedvin, Miljaemilia Wala, Thea Sandin, Gabriella Gut, Demi Bylon, Anna Mizser, Maguette Fall, Maximilian Onkenhout, Karin Mizser, Agniezska Gryz, Lovisa Lundin Ziegler, Emma Liljeström, Kerime Van Opijnen Roja Moser, Victoria Becker, Henrietta Kulleborn, Daniel Bergdal, Frida Lindberg.

1. Opening of the meeting

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

2. Election of Chair of the meeting

Jesper Olsson is elected Chair of the meeting at 17:17.

3. Election of Secretary of the meeting

Soha Kadhim is elected Secretary of the meeting at 17:18.

4. Election of Attesters of the meeting

Juliet Brickell and Isabel Gråby are elected Vote Counters and Attesters of the meeting at 17:20.

5. Approval of the Agenda

(Attachment 1)

Juliet Brickell moves to add a new point 6 "update investment group" and adjust the points accordingly and to add a new point 11.1 "Board Kick Out"

*Proposal to approve the agenda with suggested amendments.
Passed by acclamation at 17:21.*

6. Update Investment group

Juliet Brickell informs the board that the investment group have ordered new storage furniture. The group will also buy a TV instead of a projector because it's easier to set up and saves more space. She lastly adds that they will invest in a yearly subscription for square-spaces

Jonatan Klefbom asks if the website subscription will be for both website, i.e. both upflund.se and theperspective.se.

Juliet Brickell answers that the subscription will be for the main website.

7. Presidium reporting

1. **Presidents**

- UFS Annual Electoral Meeting last weekend. New President, Johan Bergman from UF Uppsala. Christopher Andersson as Vice President, a former UPF Lund board member. Discussed UFS budget and took a decision on that.
- Urge to have hand-overs for those who haven't had them yet.
- Informs that current board shall give their keys to Soha, and to give Soha the number of the key.
- Reminds that they need the information from the committees for the Annual report with FBA. This should be sent in by Sunday.

2. **Secretary**

- Do not have any thing to report on.

Jonna Lindberg asks for clarification regarding key number that the presidents mentioned during their reporting

Secretary Soha Kadhim replies that the information regarding key number is only for those who will keep their keys next year as well.

3. Treasurer

- Working on the handover
- Wrapping up the year, reimbursement forms, invoices etc - submit as soon as possible. Deadline as soon as possible, before the 31 st of May otherwise it'll be difficult to include them in this years book keeping

4. UFS-representative

- Not present

5. Head of IT

- Not present

8. Committee reporting

1. Activity

- Money for ball tickets have been refunded.
- Board medals are ordered and received confirmation email today.
- Committee kick out on Monday
- Last event will be a Netflix Party on Sunday 31st of may
- Instagram quiz at the end of next week.

2. Career

- Seminar with Johan Von Schreeb, went very well. Was the last event of the year
- Planning a committee kick out.
- Will have a meeting with Junior Diplomat Initiative and other associations in Europe, if anyone is interested in joining the meeting, email Sakke (UFS President).

3. Lecture

- There are three events left.
- Share the events on your class groups and on social media. Have problem getting people to attend. Struggling with attendees but not content.

4. Magazine

- Done for the year so going on webzine right now.

5. PR

- ordered 500 pens for UPF. Idea is to have them handed out at fairs and to use at the office.
- Will do water bottles promotional photoshoot this week
- Ordered Board T-shirts
- Had a meeting with the chief recruiters, Jesper and Soha on how to promote UPF. Wants us to take photos of UPF merch and magazine.
- Map brochures for Lecture

6. Radio

- Had their last liveshow last week. Was really fun. Not publishing this week.
- Working on a couple of podcasts with a couple of members. Will wait with publishing until next semester so that their successors have something to start with.

7. Travel

- No new updates from the committee

8. Webzine

- Don't have anything going on right now.

9. Motions

8.1 Approving New signatories to the firm (Separate Attachment 2)

Secretary Soha Kadhim presents the motion the Board and newly elected Board, and explains that this isn't usually done this way but as the motions explains. The current system won't let the signatories access the accounts until after the first board meeting which is usually held in Skanör, at the end of August. Easier to elect them earlier so that they, and especially the Treasurer can manage the accounts a lot sooner.

Benjamin Johansson asks if this is possible.

Secretary Soha Kadhim explains that she does not see it being a problem since it only requires people who have a mandate to decide to take this decision and that she is also used to it being done this way in

other organizations.

Chair Jesper Olsson asks if the new Treasurer and President will be able to go to the bank during the summer.

Secretary Soha Kadhim replies that Lovisa and herself have discussed this prior and have set a date for when they will be able to go to the bank. This will be done early July.

Proposal to accept the motion.

Passed at 17:58.

8.2 New Economic Policy (Separate Attachment 3-5)

Benjamin Johansson presents the motion to the Board and the newly elected Board. Good to have general principals in print and this benefits us regarding transparency and accountability. Support for the treasurer and gives a

Secretary Soha Kadhim mentions that she thinks it's a good idea to have an Economic Policy, but thinks that the phrasings in the submitted version is quite hard to understand and emphasizes specifically on 1.1. She further asks why the amount is set 3000 SEK in the policy.

Benjamin Johansson answers that clarification is important and that this should be understood by all members and therefore opens up to anyone that can help clarifying the policy.

Jonatan Klefbom agrees with Benjamin and what has been said. It is good that we have an Economic Policy and that it could be important to try to define the words now, and that interpretation should be up to the presidents and also should be up to the presidents to decide on how to spend the budget post "other expenses". He lastly asks, regarding the policy itself, what one expense counts as. For example, if a head of radio buys a microphone one week for 2000 SEK and another microphone for 2000 SEK another week how would that be counted?

Benjamin Johansson answers that this is what the what the document should be for. Buying microphones for Radio committee could be considered a spending for their committee work and would therefore

not necessarily need a motion. The Economic Policy if for spendings that doesn't have a natural place.

Moritz Neubauer says that 1.1 and 1.4 are acting against each other and that it is really hard to understand what 1.1 is regulating and suggests to change the structure of the motion since it makes him confused. Better to have a two point policy with sub paragraphs.

Benjamin Johansson explains that 1.4 is about allocation a certain amount of money for a certain project. If that is done, then they are exempt from 1.1. He also adds that the last part of 1.4 should be specified to an aim or it would not make any sense to put it under it. Agrees that something could be done structure wise to make it clearer or more sure.

Sanjin Alagic mentions that he has two questions, how many expenses, committee expenses, are over 3000 SEK and when one would have to go into decision regarding a spending. He lastly adds that think that there should be some confidence in committee heads, and that someone decisions should be up to them without having to bring it up to board meetings.

Benjamin Johansson replies that he agrees and adds that having a certain routine is common in organizations.

Sanjin Alagic wanted to clarify that what he meant was that, if it affects the entire board, a motion should be made, and if its concerns a committee, then the committee should decide.

Benjamin Johansson replies that giving samples to clarify or to mention specific things you don't need motion for is not a good idea since policies and regulations should be kept general as possible and that there are too many specific things that can't be mentioned.

Secretary Soha Kadhim wanted first to clarify that a committee has no right taking decisions on what should be purchased to the association. That spendings and those who have the right to take decisions regarding spendings are either the heads of the committees, or the board. Not active members and committees. She also adds that there has been good discussions and sense that there is a consensus regarding the Economic Policy.

Secretary Soha Kadhim therefore suggests end of debate.

Proposal to end the debate.

Passed at 18:38.

Proposal to take a 20 minute break to re-write the policy.

(Meeting adjourned for a 20 minute break at 18:44)

(Meeting resumed at 19:16)

Benjamin Johansson withdraws the original Economic Policy.

Rebecca Edvardsson presents the new suggested Economic Policy and goes through the main changes made to the policy and the structure (See Attachment 5).

Proposal to accept the new suggested Economic Policy.

Passed by acclamation at 19:24.

8.3 Budget post for Election Committee (Separate Attachment 6)

Rebecca Edvardsson presents the motion to the board and newly elected Board. She also breaks down the budget and explains that the money are intended for hangout for the committee, fika money as well as a workshop together with LUPEF.

Chair Jesper Olsson adds that since he and Rebecca wrote the motion, and will be the new Election Committee they are abstaining from voting due to bias.

Secretary Soha Kadhim mentions that she think it's good that a motion has been submitted and to create a conversation about this but that , in her opinion, nothing except for the hangout money would make sense to vote on right now. She further adds that she doesn't think it's fair to give the Election Committee a specific fika budget when the rest of the association shares a common budget and fika and that the fika being purchased should be used by the election committee as well and not give them some sort of special treatment. She further adds that no one in the association gets money for workshops, neither board or committees, and that we always go for free educations and that the same should go for Election Committee. If they first search for

someone to give a workshop and can't find free alternatives, then they can always submit a motion to the new board and ask for money. She lastly adds that this decision isn't something that the current board should be taking since this affects the next operational year and should therefore have been better to submit to the next board.

Benjamin Johansson mentions that election committee should have resources but have some questions related to what Soha mentioned, regarding the 4000 sek and whether it should come from our board as of the operational year of 19/20 or the new board to give that 4000 SEK.

Jesper Olsson clarifies that the intention is to have this operational year shove money to the next operational year earmarked for the Election Committee

Benjamin Johansson replies that this doesn't work in the way and that our board should not urge the next board on how to do the budget.

Peg Magnusson mentions since she has been in the election committee, that it would be good to have a workshop since it. However, regarding the fika, the people who ate the fika was the members of the election committee and therefore doesn't need a specific budget for that. But think it is a good idea to have a workshop for it and some money for hangout. She lastly adds that she agrees with Soha and that it could be good to find someone for free or not that expensive to start with.

Rebecca Edvardsson informs that the intention is to have the workshop for free but that this leaves room for someone who won't be from Lund, like Lectures, to pay for their travels to Lund. In terms of fika, she answers that they don't feel like the committee should use the fika that is for the committees since we already have difficulties buying enough fika. In terms of submitting the motion now, is so that they can begin with their work earlier and that the workshop could be done in the beginning of the semester, similar to skanör. Trying to combine something that is more of next years budget and more of a budget that could be worked with right now. But as said, unsure if they can do this and therefore they submitted the motion.

Jesper Olsson agrees with what was said and adds that this is something that the new board should have in mind when setting the

new budget.

Juliet Brickell mentions don't understand why the election committee needs a hangout budget. She also asks for an explanation regarding workshops and what they mean with that.

Chair Jesper Olsson replies that in interview situations they will need to find personality traits, which is hard to do. In scripted ways, people can speak good things. So they feel that it is good to have a workshop in the sense of creating teams and a process that can be developed.

Secretary Soha Kadhim replies to Rebecca and says that even if the motion would pass today, they wouldn't be able to spend any money until the new budget is set, which will be done at the Annual Meeting in September. She also adds that they aren't a full committee yet and shouldn't rush to do workshops that would benefit the two elected one's until the third committee member is elected, which will also be done at the Annual Meeting in September. Regarding Juliet's comment on hangout budget, she doesn't agree and think that all organs and committees should get a small hangout budget to do something fun with. It's not just committees that does work for the associations but more now, especially since we are growing and giving hangout money is a way to show appreciation and make sure they don't just do UPF work.

Chair Jesper Olsson pans that this motion won't pass so they therefore withdraw their motion and hope that the next board can have the election committee in consideration when setting the budget.

10. Discussion Point: How we recruit new members during the pandemic
(Separate Attachment 7)

Chair Jesper Olsson briefs the board about this point and informs the newly elected board that they are more than welcome to give ideas and inputs.

Kerime van Opijnen mentions that the international desk cooperation is good and that she found out about UPF through a scavenger hunt.

Secretary Soha Kadhim mentions that the presidium have had this

discussion prior and that Sofia Gjertsson suggested a good idea which is to have free membership the first months or as long as COVID-19 is still a thing. She also adds that sending out a letters to the new students through faculties is a good way of reaching students before they arrive to Lund. That she found out about UPF through the Presidents' welcome letter that was submitted with the Welcome Letter to Lund that she received.

Benjamin Johansson agrees a lot with the membership fee being removed and adds that the membership fee isn't that important for our income and situation. That a low membership number can be a bigger problem than a no membership fee. We need to adapt and not only make the memberships free for new members but also for memberships that expires. This will keep the membership numbers up but won't lose any income from new members.

Alejandro Guzman thinks that Soha raised a point of recruiting new members. Might not retain the people we get but can be an extended web for the outreach, primarily for the media committees but perhaps for all committees as well.

(Meeting adjourned for a 5 minute break at 20:00)

(Meeting resumed at 20:06)

11. Discussion point: diversity & inclusivity (Separate Attachment 7)

Chair Jesper Olsson briefs the board about this point and opens up for discussion.

Secretary Soha Kadhim thinks that a sort of Equality, Equal treatment and Discrimination Plan is a good start. This would help the Board, Heads and the Association to know how to handle certain situations. She also adds that she thinks that one could do theme weeks regarding the topics, better educate the board and make sure that the heads pass the information along to their committees. Discrimination should under no circumstances be allowed. She further adds that she thinks that one could make the Sexual Harassment Contact People (hereinafter: SHCP) more general that could cover all sorts of harassment and to better educate them on how to handle and work with these matters. That we as a legit association, isn't taking this as

seriously as it should be since we only elect the people and expect them to know how to work and what to do which is not right. Soha lastly adds that there should be some sort of warning system and that UPF shouldn't be afraid to exclude people who discriminate another member due any reasons, like the Sexual Harassment Policy, have exclusion as a last resort with the argumentation that the specific member doesn't share our firm beliefs in human rights, equality etc (which is stated in our By-laws).

Rebecca Edvardsson adds that including sexual harassment responsibility, and discrimination and harassment and give them a more and better foundation of what the position entails. Understandable that this is something we need to work on. Regarding point 4, the purpose of the association already includes the terms. Doesn't think it would be more difficult if we start naming different groups.

Hedda Carlsson does not think it should be connected to SHCP since discrimination is wide and therefore better to have someone more focused on making sure that people are safe. Regarding the situation describe, as Soha said, Hedda thinks that one should get a warning first and if it every happens again, then they are excluded from the association.

Kerime van Opijnen continues on what have been discussed and adds that in case of harassments, discuss with LU and let them know since there are ways for how these things should be handled and that this a student organization after all. More broadly, the person who is responsible, whether its the same as SCHP or someone else, get some sort of training and guidance. She lastly adds that the board should do a workshop together. To have some time for all of us on how to encourage inclusive language and how to look for signs in the committee. It should be upon all heads of committees to keep an eye our for these things.

Sanjin Alagic mentions that we should be going towards rebranding the contact persons to educators. We trying to spread values, get training and give committee heads and have them work preemptive. Need to work on the specifics, rebrand, and work preemptively.

Maximilian Onkenhout agrees with Sanjin and adds that he think that

the best solution to have a pair, combining the people working with these matters and have it more extreme line than two separate pairs. And that we should be mindful that we are an international association. Regarding exclusion, this can be hard if people are coming from other parts and have different definitions so it is good to have a clear definition on what discrimination mean in our association.

Thea Sandin mentions that we should make the organisation more approachable and create a safe space. Have an anonymous mail that people can use, and some sort of a whistleblower function or something that we can use to have people be able to give something anonymous.

Karin Mizser brings up the discussion regarding definition and that the one we have right now in the Statutes is open for different views and angles. If we take up the different views, we should define the meanings since we can't include everybody in the same way.

Proposal to end the debate.

Passed by acclamation 20:34

Linda raise point as sanjin mentioned that they should work pre-emptive but it is not their job to be psychologist but that the person should get reassurance that the association takes it seriously.

Daniel Bergdal mentions that discrimination can take many forms and that some things should be red flag, if someone for example is breaking the law. He asks who it is up to, to decide when it isn't a clear case and who can that case can interpret for exclusion or not.

12. Other points

11.1 Kick out

Juliet informs that she and Soha are planning kick-out for the Board and ask if the board can sponsor the pizza and soft drinks.

Hedda Carlsson would like it to be sponsored but that the Investment group had a discussion regarding sponsoring when they planned the board ball and voted against it.

Juliet Brickell answers that the ball wasn't sponsored since Micaela and Jacob were invited.

Jonatan Klefbom informs that he discussed it with Juliet. If we sponsor for pizza, then we would take a decision to go over budget for board hangout. The way we can motivate it is that we have a huge surplus and that an investment group is working hard to invest. He adds that he thinks it is reasonable to invest on pizza for kick-out.

Rebecca Edvardsson adds regarding to Juliets answer regarding Micaela and Jacob, that the reason the investment group voted no was that the ball was originally an event for all members and that the nature of the event, since it was for everyone to begin with but then became a board thing made it difficult to argue for investing money on the ball for the board.

Moritz Neubauer also adds, for the protocol that the ball was against protocols and that it was inside which was against recommendation.

Secretary Soha moves that the association should sponsor an outside kick-out for the board by buying soft drinks and pizza.

Proposal to accept the Soha's move.

Passed by acclamation 20:46.

14. Meeting adjourned

Chair Jesper Olsson declares the meeting adjourned at 20:47



Soha Kadhim, Secretary



Jesper Olsson, President



Juliet Brickell, Attester



Isabel Gråby, Attester

Attachment 1



UPF Handover Board Meeting Agenda

28th May 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 Attesters and Vote counters
5. Approval of the agenda
6. Update from Investment Group
7. Presidium Reporting
 1. Presidents
 2. Secretary
 3. Treasurer
 4. UFS representative
 5. Head of IT
8. Committee Reporting
 1. Activity
 2. Career
 3. Lecture
 4. Magazine
 5. PR
 6. Radio

7. Travel
8. Webzine
9. Motions
 1. Motion about approving new signatories to the firm
 2. Motion about new Economic Policy
 3. Motion about budget post for Election Committee
10. Discussion Point: How can we recruit new members during the pandemic?
11. Discussion Point: Diversity and inclusivity
12. Other Points
13. Meeting adjourned