



ASSOCIATION OF FOREIGN AFFAIRS

LUND EST. 1935

Board Meeting 10

17:17-20:26

2020-03-25

Digital, Zoom

The Board of 20/21

Association of Foreign Affairs, Lund

Present: Agnieszka Gryz, Anna Mizser, Carl Cotton, Clara Karlsson Schedvin, Demi Bylon, Frida Lindberg, Gabriella Gut, Hedda Carlsson, Henrietta Kulleborn, Karin Mizser, Kerime van Opijnen, Lovisa Lundin Ziegler, Maguette Fall, Mara Glas, Maximilian Onkenhout, Miljaemilia Wala, Roja Moser, Soha Kadhim, Thea Sandin, Victoria Becker.

Absent: Daniel Bergdal, Emma Baker.

Agnieszka Gryz entered the meeting late.

Co-opted Persons whom are not granted voting rights: Bahadir Sirin, Caroline Danielsson, Catharina Barbosa, Chunchu Song, Ellen Löfgren, Julia van Veen, Magda Andersson, Ondrej Gomola, Rita Gomes, Sanna Karlsson.

1. Opening of the meeting

President Soha Kadhim declares the meeting opened at 17:17.

2. Election of Chair of the meeting

Soha Kadhim is elected Chair of the meeting at 17:27.

3. Election of Secretary of the meeting

Carl Cotton is elected Secretary of the meeting at 17:28.

4. Election of Attesters and Vote Counters of the meeting

Mara Glas and Karin Mizser are elected Vote Counters and Attesters of the meeting at 17:29.

5. Co-opted Persons

The request to be co-opted in this meeting has been made by: Bahadir Sirin, Caroline Danielsson, Catharina Barbosa, Chunchu Song, Ellen Löfgren, Julia van Veen, Magda Andersson, Ondrej Gomola, Rita Gomes and Sanna Karlsson.

Proposal to approve the co-opting of Bahadir Sirin, Caroline Danielsson, Catharina Barbosa, Chunchu Song, Ellen Löfgren, Julia van Veen, Magda Andersson, Ondrej Gomola, Rita Gomes and Sanna Karlsson.

Passed by acclamation at 17:30.

6. Approval of the electoral roll

Agnieszka Gryz enters the meeting at 17:32.

The Chairperson Soha Kadhim proposes to set the electoral roll to 20 and asks the vote counters to confirm this.

The electoral roll is set to 20.

7. Approval of the Agenda

(Attachment 1)

Head of Travel Maguette Fall suggests amending the agenda by adding a Discussion Point 12. Creating a Debate Committee.

Proposal to approve the amended agenda and update the points accordingly.

Passed by acclamation at 17:33.

8. Ratifying Per Capsulam Decisions (Attachment 2)

8.1. Project of the year

Proposal to ratify the Per Capsulam Decision regarding Project of the year.

Passed by acclamation at 17:35.

8.2. Magazine Budget

Proposal to ratify the Per Capsulam Decision regarding the Magazine Budget.

Passed by acclamation at 17:35.

8.3. UPF Ball 2021

Proposal to ratify the Per Capsulam Decision regarding the UPF Ball 2021.

Passed by acclamation at 17:36.

9. Information Point: Mental Health Month

Head of Pod&Radio Maximilian Onkenhout briefs the board on the reason behind having a Mental Health Month and updates the board on the progress that has been made.

Co-opted Julia van Veen continues on this track and presents the different themes and happenings of the month.

Questions asking for clarification on different issues arise.

10. Discussion Point: Hand-over documents (Attachment 3)

Vice President Hedda Carlsson briefs the board on the issue of not having a clear system of how hand-overs between operational years should function. The board is now encouraged to weigh in on what should be included in the hand-over documents.

11. Discussion Point: Evaluation of UPF Free Day (Attachment 3)

Chairperson Soha Kadhim encourages the board to discuss whether or not the UPF Free Day on Saturdays each week has been beneficial for mental health and dealing with general workload.

Discussion arises on pros and cons with the UPF Free Day.

(The Chairperson Soha Kadhim declares the meeting adjourned for a break at 18:20)

(The Chairperson Soha Kadhim declares the meeting re-opened at 18:36)

Co-opted Julia van Veen leaves the meeting at 18:36.

12. Discussion Point: Creating a Debate Committee

Head of Travel Maguette Fall presents arguments for creating a Debate Committee.

A discussion arises in regards to the suggestion.

13. Decision Point: Investments (Attachment 4)

Head of Pod&Radio Clara Karlsson Schedvin briefs the board on her idea to invest in online games that the heads of committees could use during online hang-outs.

Questions arise in regards to how this would work concretely, as well as arguments mainly in favor of going through with the investment.

Head of Pod&Radio Clara Karlsson Schedvin proposes to invest up to a 1000 SEK on buying online games used for online hang-outs.

Passed by acclamation at 19:04.

Chairperson Soha Kadhim briefs the board on her investment idea in buying a new office computer.

Discussion arises in regards to which type of computer should be picked.

Chairperson Soha Kadhim proposes an End of Debate.

Passed by acclamation at 19:22.

Chairperson Soha Kadhim proposes to invest up to 20.000 SEK on buying an office desktop.

Passed by acclamation at 19:23.

14. Motions

15. Presidium reporting

15.1. **UFS-representative**

UFS-Representative Mara Glas reports that she is currently working on a workshop for the upcoming exchange with UF Uppsala. Speaks briefly about going back to committee work

within the UFS board. Reminds the board members to update the UFS-statistics sheet.

15.2. Treasurer

Treasurer Lovisa Lundin Ziegler reports that she took some time of reimbursement but has now commenced the work once again and reminds everyone how to fill out the reimbursement forms.

15.3. Secretary

Secretary Carl Cotton reports on the current number of members. Working on the Senior Collegium and ways of digitalizing it further.

15.4. Presidents

Vice President Hedda Carlsson reminds the board that the application period to the board of 21/22 is open and encourages everyone to nominate people. Reminds the board members of the upcoming exchange with UF Uppsala. Encourages everyone to keep inclusiveness in mind when it comes to the upcoming ball and seating.

(The Chairperson Soha Kadhim declares the meeting adjourned for a break at 19:32)

(The Chairperson Soha Kadhim declares the meeting re-opened at 19:40)

16. Committee reporting

16.1. Lecture

Head of Lecture Frida Lindberg reports on upcoming lectures.

A question arises in regards to concrete details on the upcoming lecture with Stefan Ingves.

16.2. Magazine

Head of Magazine Victoria Becker reports that issue number three is now in print. Had a collaboration with the other media committees. Head of Magazine Agnieszka Gryz reports that the third issue became the most extensive issue to date. The yearbook will not be in print.

Co-opted Chunchu Song enters the meeting and Co-opted Catharina Barbosa leaves the meeting at 19:44.

16.3. Career

Head of Career Anna Mizser reports that everything for the upcoming weeks is planned and going well. Had a meeting with UPF Umeå to give tips and directions on how to create a Career Committee of their own.

16.4. Activity

Head of Activity Henrietta Kulleborn reports that the Annual Ball is the main focus currently. Asks the board how they feel about being sponsored by local companies in relation to the ball.

Questions arise in regards to concrete details on how the ball will be held.

16.5. Webzine

Head of Webzine Kerime van Opijnen reports that the committee is doing very well. Will keep up the high pace with two articles per week.

16.6. **Travel**

Head of Travel Maguette Fall reports that the committee is currently working on booking events for the upcoming digital trip. During this trip a podcast will be recorded.

16.7. **PR**

Head of PR Roja Moser reports that the committee is doing well. A subcommittee has been created to assist the Activity Heads in creating the upcoming Ball. Head of PR Gabriella Gut thanks everyone who participated in the instagram-takeovers during the week.

16.8. **Pod&Radio**

Head of Pod&Radio Clara Karlsson Schedvin reports that the committee will focus on good news in conjunction with the Mental Health Week and that they are excited for the interview with Stefan Ingves.

17. Other points

There are no other points.

18. Confirmation of next board meeting

President Soha Kadhim informs the board that the next board meeting will be held on the 22nd of April (22/4) at 17.00.

19. Meeting adjourned

Chairperson Soha Kadhim declares the meeting adjourned at 20:26.

Carl Cotton, Secretary

Soha Kadhim, Chair

Mara Glas, Attester

Karin Mizser, Attester

Attachment 1

Board Meeting 10
2021-03-25, 17:00-21:00
Online, Zoom
The Board 20/21
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 of the meeting
5. Co-opted Persons
6. Setting of the Electoral Roll
7. Approval of the Agenda
8. Ratifying Per Capsulam Decisions
 - 8.1. Project of the year
 - 8.2. Magazine Budget
 - 8.3. UPF Ball 2021
9. Information Point: Mental Health Month
10. Discussion Point: Hand-over documents
11. Discussion Point: Evaluation of UPF Free Day
12. Decision Point: Investments
13. Motions
14. Presidium reporting
 - 14.1. UFS Representative
 - 14.2. Treasurer
 - 14.3. Secretary
 - 14.4. Presidents
15. Committee reporting
 - 15.1. Lecture
 - 15.2. Magazine
 - 15.3. Career
 - 15.4. Activity
 - 15.5. Webzine
 - 15.6. Travel
 - 15.7. PR
 - 15.8. Pod&Radio
16. Other points
17. Confirmation of next board meeting
18. Meeting adjourned

Attachment 2

Ratification of Per Capsulam Decision(s)

Project of the Year

Background information

The PC decision was sent out on Friday February 19th 2021 at 20:06. The deadline for the PC decision was Sunday February 22nd at 20:00. The election was carried out through a google forms. We had 3 positions but received 4 applications. 19 board members actively participated and 3 abstained (by not participating at all).

Board members were instructed to prioritize their candidates from 1-3 where number (1) was the most preferred candidate. This was turned into points where first candidate received 3 points and third candidate received 1 point.

Results

The elected candidates were announced on Monday at 17:30 through email to the board. The Secretary had access to the forms to double-check the results.

Elected candidates were the following (in no specific order): Linn Alfreeden, Saga Smith and Julia van Veen.

Magazine Budget

Background

Was sent out on Tuesday March 9th at 07:12 and the deadline was Friday March 12th at 17:00.

A discussion point was added at the board meeting the same week to discuss the motion by Magazine. The decision was carried out in a google forms where board members had voted separately for each proposal and was given the opportunity to vote in favor or the proposal, rejecting the proposal and abstaining. Ea

Two proposals were submitted in the motion by the Magazine committee:

- Proposal 1 : To increase the Magazine Committee's budget by 8 000 SEK to cover the existing budget deficit
- Proposal 2: To further increase the Magazine Committee's budget by 5 000 SEK to cover printing and distribution cost for #3 Issue of THE PERSPECTIVE Magazine.

During the board meeting on Thursday March 11th, the Treasurer Lovisa Lundin Ziegler submitted a counter-proposal for the second proposal.

- Counter-proposal for proposal 2: to further increase the Magazine Committee's budget

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by 5000 SEK to cover printing and distribution cost for the 3 and 4 issue of the

Perspective Magazine

Because some people had already participated in the PC Decision prior to the board meeting, we decided to give those who participated the option of removing their initial vote and vote again once the counter-proposal was added and we extended the deadline to Friday 12th of march at 21:00.

Results

20 votes were counted for where one abstained from voting. 2 board members abstained by not participating at all. The results were announced on Sunday March 14th at 07:03.

The results were as follows:

Proposal 1 : To increase the Magazine Committee's budget by 8 000 SEK to cover the existing budget deficit was approved

Proposal 2: To further increase the Magazine Committee's budget by 5 000 SEK to cover printing and distribution cost for #3 Issue of THE PERSPECTIVE Magazine was rejected
Counter-proposal for proposal 2, from Lovisa: to further increase the Magazine Committee's budget by 5000 SEK to cover printing and distribution cost for the 3 and 4 issue of the Perspective Magazine was approved

The secretary was given access to the google forms to double-check the results.

UPF Ball 2021

Background

The Activity Committee submitted a motion that needed a decision before the next board meeting. The PC Decision was therefore sent out to the board on Monday March 15th at 09:20 with the deadline on Wednesday March 17th at 17:00.

The decision was carried out in google forms. As two proposals were submitted, the google forms consisted of two separate decision points with the options of approving the proposal, rejecting the proposal and lastly, abstain.

Proposals were as follows:

- Proposal 1: To allocate 5000 SEK of the organisation's money to subsidise the ball ticket formembers of UPF
- Proposal 2: To not charge a fee for the medals from the active members participating to the ball

Results

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The results were announced on Wednesday March 17th at 19:47. 19 board members participated, 3 abstained by not participating at all.

The board decided to approve both proposals.

The google forms was shared with the Secretary to double-check the results.

Attachment 3

Evaluation of UPF Free Day

Background

The last board had implemented a UPF free week during its operational year. At the beginning of our operational year, the president and vice president proposed that instead of having a UPF free week once per semester to instead implement a UPF free day. After discussion with the board it was decided that we instead should try the UPF free day and that Saturdays would be our day's off. We have now tried this for several months and thought it would be a good time to evaluate if this has worked and helped board members and active members to get rest.

To have a fruitful discussion at the board meeting please think about the following questions prior:

- How do you think that the UPF free day has worked so far?
 - o Have you been able to take Saturday's off?
 - o If not, what is the reason for not following the policy?
- Does Saturday's work or should we have UPF free day during another day of the week. In that case what day?
- Do you have any other suggestions of what we can do instead if this hasn't been working?

Hand-over documents

Background

A re-occurring discussion this year has been the lack of information that has been given during hand-over meetings. Because of this, we need to make sure that our successors receive the proper information so that they can step into their positions and know what they should do and how to do this.

- What do you think we need to think about?
- Are you missing any information?
- Have you started writing your hand-over documents? All of you should start writing

this document now if you haven't started already!

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Every committee should produce a document that at least includes:

- The obligations of a board member

- Anything relevant to know in terms of your committee work

 - o Please make sure to include and focus on what they especially need to know for the beginning of the mandate or beginning of the semester

 - o Include obstacles and solutions that you've faced this year!

- The conditions of your committee and if there are any grant events they need to carry out during the autumn and approx. how much money in the budget is earmarked for the different grants

- Generally how your budget is structured

- The struggles you've faced and how you've solved them this year. The pandemic is creating difficulties for all committees – make sure they get the right prerequisites to start of the year right!

- Is there anything you need from the presidents or the treasurer to be able to give your successor the information required? Reach out to us

- Anything else we've missed?

Every one of you should send your hand-over documents to the presidents by end of April 26th!

Attachment 4

Investment Suggestions

Online games - Clara

Motivation

During this last year, our organization and all of us have had to adapt the way we run our committees and our board work. With the move of everything online our possibility for social interactions with committee members has been limited. Many of us feel that it is much more difficult to connect to our members through zoom. With this comes the risk that we are becoming less attractive for our members and also that fewer will be interested in applying for the board. To counteract this I suggest that we invest some money into buying access to some online game which we are free to use when we have digital hangouts with our committees as well as during board hangouts. Through these it is easier to achieve a relaxed atmosphere and personal connection with our members, which will likely increase the chance of them staying members and want to become members of the board. Since we also do not know how the pandemic will develop, it will be good to have access to these games to make future possible transitions into online work smoother as well.

Examples of such could be (researched on Steam):

- Jackbox games (price 20-70 euros depending on which game-package):

<https://store.steampowered.com/search/?term=jackbox>

- Different quiz games (1-30 euros depending on which one):

<https://store.steampowered.com/search/?term=quiz>

- Furthermore, with a Steam account, we gain access to free games as well

Clara Karlsson Schedvin suggest that the board invests up to a 1000SEK in online games which can be used during online hangouts

New computer- Soha

Discussion regarding a new computer has been circulating since the beginning of the entire year. There are many different alternatives, different price range and different features it's difficult to know what the association/the different committees might need with this new computer so before researching I thought it could be good to know what is asked for so I have a few questions that needs to be answered.

Questions:

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- Should we invest in a desktop or laptop?
- How much are we willing to spend?
 - o For example are we willing to spend 20 000 SEK on a new iMac or should we find cheaper alternatives?

- Are there any specific features that is important that the computer has?