



Protocol Board Meeting of the Uppsala Association of Foreign Affairs 2020-01-19

This meeting was held in Swedish. The protocol has however been translated for UF's non-swedish speaking members.

1. Opening of the meeting

Present: Johan Bergman, Alicia Nathanson Thulin, Per Risberg, Joakim Ydebäck, Clara Alm, Stina Fagerlund, Sara Ölander, Rebecca Bengtsson, Karin Kristensson, Isak Lefvert, Rebecka Bjuremalm, Melker Hörner, Elliott Syrén, Ebba Berg Gorgén, Sofia Hjerpe.

Absent: Embla Holmgren, Gizem Tütüncü, Miriam Lind.

Authorised signatories: Johan Bergman, Embla Holmgren, Clara Alm.

The meeting starts at 15:18.

2. Election of meeting secretary (1) and adjusters (2)

Ölander gets elected as meeting secretary and Berg Gorgén and Risberg gets elected as adjusters at 15:18.

3. Verifying the validity of the meeting announcement

The board verifies the validity of the meeting announcement at 15:19.

4. Follow-up of last meeting's protocol

Bergman mentions a few matters from the last meeting's protocol. One was regarding doing activities with the groups, using the money especially dedicated to this in the groups' budgets. Lecture group went to a nation after a lecture, the activity group had pizza together. PR group had planned an activity but their trustees could not come. Another matter was the Songbook project group. Bjuremalm informs that the group had a meeting earlier this week and that the song books are preliminary ordered. There will be a workshop in the beginning of February to write songs, with focus on writing in English.

5. Approving the agenda after addition of miscellaneous matters

Alm adds a matter regarding the budget post “Föreningsutveckling”. Bergman adds a matter regarding “PR-education”.

The board approves the agenda at 15:23.

6. Motion: Approving UFS-representative

Background: see Attachment A.

Bergman informs about the motion. Syrén asks about the routines when choosing a new nominee for a board position. Bergman says that the election committee is elected at the Electoral Meeting, and they interview all candidates, before nominating one of them. Interviews were called for the new UFS-representative. Syrén asks why we do not get to hear the other candidates’ application descriptions at board meetings for example when choosing a new board member. Nathanson Thulin adds that in other associations she has been a part of the board gets to hear the other candidates’ application descriptions as well as the Elections Committee’s nomination. Syrén says that the main purpose is that the Election Committee should have a proportionate amount of power towards the board. Bergman checks the UF Charter and according to it the current routines are not against it. Bergman suggests proceeding with this motion with the current routines but to look over the routines for the future, and asks if Syrén knows about policies regarding election routines from other associations he has been a part of. Syrén will look into it.

The board votes through the motion at 15:33.

7. Reports from the board-members

President and Vice-President:

Bergman and Holmgren have been preparing for the spring semester. Sent out an evaluation in December to the board about their UF-related work and overall most people seem to be liking it. Have worked a lot with grant applications, like MUCF and Forum Syd.

Treasurer:

Has been working a lot with the grant applications. Have paid bills and worked with book-keeping. Has updated the groups’ budgets at the Drive folder.

Rebecca Rieschel arrives at 15:36.

Member-Secretary:

The total amount of members are around 1132/1172 and the amount under 26 73,9%/71,4% (with/without Livstidsmedlemmar counted), which is a good, stable level. Has worked a lot in the member appreciation committee with the member survey. Will try as soon as possible to work on an archiving plan.

Activity Coordinators:

Have a lot of events up and going: Get Active, the Spring Gasque, and other events. The theme for the Gasque will be released on Thursday. Feels good to be back after the holidays.

Head of the Debate-Club:

Has made a planning/calendar for the semester and set dates for an in house tournament and the start-up meeting. Has got documents with material from the former Head of Debate Hugh Bartley. Will be in contact with PR about the upcoming events.

Head of Career:

Tütüncü is absent but Bergman informs that Utrikespolitiska Akademien seems to be going strong. They will have a kick-off next week.

Head of Lectures:

January's lectures and a lot in February are booked. First lecture group meeting will be held tomorrow. Syrén and Lefvert are happy with their trustees' work. Will work more with recruiting more new students. Have been in contact with the Career Group about some exciting names, for example Ann Linde or the president of LO will might give a lecture.

Head of PR:

Had first group meeting last Monday and hope to get a more united group soon. The UF sweaters have come and are to be given out on Get Active. They will cost around 160 SEK, and the ones that have ordered will pay at the event. 300 song books have been pre-ordered and will be dark blue with silver text. Will have a workshop for writing songs. Will release Instagram-guidelines soon to the board.

Editors-in-Chief:

Today is the deadline for sending in ideas to the WORK issue. Has been a bit stressful to receive ideas on time but it was necessary to have the deadline now to be able to have time for the third issue later on. A motion today is about appointing a new trustee. The team is working well. The first meeting will be tomorrow.

Web-Editor:

There are a lot of articles in progress, but there has been a problem with people sending articles after deadlines. Kristensson says that she and Bengtsson have made guidelines regarding writing for Uttryck.

Head of Travel:

Were in Ukraine with the Travel group during the last board meeting. The trip was great with lots of good meetings and it worked well with the group. The current trustee will not be able to participate that much during the spring. Berg Gorgén therefore suggests to appoint a new trustee and maybe announce it at Get Active. Will have a reunion with the Ukraine-wgroup soon.

UFS-Representative:

Fagerlund had a UFS board meeting last Thursday where they discussed a lot. Reminds the board to sign up for the next Forum Weekend by the latest tomorrow. Also reminds everyone to send meeting statistics to her.

Radio Coordinator:

Many radio members are still in the group and Hörner knows a few more that are interested. Will have the first meeting next week. Has sent in an episode to Studentradiopriset 2020. Will concentrate on recruiting more members in the beginning of the semester.

8. Economic Outlook

Alm informs that she has updated each groups' budgets in the Drive folder. Overall the budget situation looks good, a lot of groups can still spend more money though. Alm clarifies that each groups' budget is just a framework, and even though the budget is split into different categories the groups are allowed to move around money between the categories. Two budget posts have been exceeded: Medlemsevenemang and Styrelsefika. Medlemsevenemang is probably because the Trustee-sittning and the Fall party went over budget. The board should discuss how we want to do with these budget posts during the spring semester. Even though these posts are exceeded the situation still

looks good; we will probably spend more on some posts and less on others, also we have the post Föreningsutveckling.

9. **Vision Committees**

Digitalisation: Alm informs that the committee has not had a meeting yet, but will schedule one soon.

Member Appreciation: Ölander and the committee has worked with the member survey. Presented it last Wednesday at the first lecture of the semester. Ölander will also post it in the newsletter in the coming weeks. Other than that there has been no more meetings but will schedule one soon.

Diversification: Has worked with organising a schedule for presenting UF at lectures, the schedule will be shared with the board shortly. Holmgren encourages the board to participate in at least one presentation, and it is okay to book own lectures and contact her about it. Has scheduled a pizzanight after the Yvonne Hirdman-lecture.

10. **UFS**

Fagerlund informs that the nomination processes for the UFS presidium will start soon. Also the internal communication committee wants to reach out to the PR, Lecture and Editor groups about creating a network together. More information will come shortly. Ölander will be sent a Coachhippo evaluation.

11. **Motion: Approving Head of the Debate Club**

Background: see Attachment B.

The motion was voted through via PC-decision on the 18th of December:

Yes: 12 No: 0 Abstaining: 3

12. **Motion: Member survey price**

Background: see attachment C.

Ölander informs about the motion.

The board votes through the motion at 15:59.

13. **Motion: Gasque venue**

Background: see attachment D.

Risberg informs about the motion. Nathanson Thulin asks about how the price for the gasque ticket is set. Risberg says that he and Lind are planning for 90 quests, and the price depends on lots of factors, for example what food we choose and the cost of

renting the nation, divided with the amount of people coming. Thus if more people come the lesser the price of the ticket. Of course they can make it even cheaper, but Risberg and Lind still want a three course meal etc. Last year though there was a two course meal for example. Will have a meeting with ÖG next week. The maximum number of guests are 120 people and tickets will be sold up to a week before the gasque. Lefvert asks what happens with the ticket price if less people than expected come (late cancellations). Risberg responds that after the sign-up period is over, he and Lind will send out payment information to the guests and then they will tell the final ticket price.

Bjuremalm asks if the songbooks will be subsidized or not. Nathanson Thulin says that the PR group has 10,000 SEK in the budget post "Övrig marknadsföring". Bergman suggests the idea of subsidizing the songbooks with money from our budget, but will see if that is possible when we get closer to the gasque. Bergman suggests that Bjuremalm writes a motion and talks to Alm further.

The board votes through the motion at 16:07.

14. Motion: Approving new trustee and editor

Background: see attachment E.

Kristensson informs about the background to the motion.

The board votes through the motion at 16:09.

The board decides 16:09 to adjourn the meeting until 16:20.

The meeting starts again at 16.22.

15. Point of discussion: UFS electoral meeting in Uppsala

Fagerlund informs that UFS has suggested having the electoral meeting in Uppsala. One reason is that it would be close for a majority of the presidium. Bergman and Fagerlund have preliminary said yes. UFS will handle all the work but might need a little help with getting coffee, finding a place to be etc. That is what they have said though, we never know if we are going to get a bigger workload. Rieschel was at the UFS Annual Meeting last year and it did not seem to be that much work. Fagerlund says that maybe someone will need a place to sleep. The suggested date is the 16th-17th of May. Fagerlund asks if that will collide with the Vårbalshelg. A number of people believe it will. Syrén asks who will take on the possible extra workload, and Bergman answers that it will be the

presidium in that case, mostly him and Holmgren. Bergman says that we need to be strict with UFS that we do not want to work with the Annual Meeting. Rieschel asks what we do if the dates collide with the Vårvalshelg. A majority of the board agrees that as long as it does not collide with Vårbalshelgen it is fine to have the meeting in Uppsala, otherwise we will say no.

16. Point of discussion: Member of the Year

Risberg reminds the board that Members of the Year need to be picked for the Gasque on the 26th of March. Bergman asks if there is any timetable for the decision. Risberg responds that everybody will send in motions with their nominations, and then the board will decide. Nathanson Thulin suggests the idea of an anonymous form where all UF members can fill in their nominations. Syrén thinks that it might be hard since the board has the most knowledge about the active members and that we do not want to get any conflicts over the nominations.

17. Point of discussion: Start recruiting for the next board

Bergman reminds the board to start thinking about recruiting members for their successors in the next board. Each “Head of” has a little more responsibility for their own posts. Last year it was stressful to get applicants to the posts. Our Election Committee (Valberedning) does not “headhunt” applicants before the application process. Also a reminder to think about how to recruit more people to their groups in general. The Electoral Meeting will be held in May.

18. Point of discussion: Stress

Bergman brings up the board member evaluation and that a lot of the board members experienced the UF-work to be quite stressful. He wants to remind the board that it might *seem* like a lot of social activities are mandatory when in fact they are not. Board meetings are the only mandatory things since that is what we are elected for. A suggestion to reduce stress is to have a UF-free day once a week for the whole board. Ölander suggests that maybe it can be hard with a day that suits everybody, but that we instead can have a day where we are not allowed to write on Slack to each other. Risberg suggests a UF-free week. Bjuremalm responds that Lund tried that but it only made them more stressed, since you have to work extra hard the next week with the things you missed. Bergman points out that the suggestion is about one day per week, for example Saturdays.

Ydebäck thinks it will be hard to select one day that suits everybody. Berg Gorgén agrees, it might make it more complicated: for example, Saturdays might be the only day

someone has time to do UF-related work. Syrén thinks it is important to talk to each other and dare to say no to things if one is too stressed. Nathanson Thulin informs about “Mårundor”: during each board meeting, where everybody tells the rest how they are. That way we know how the others are feeling and we get to know each other better. It might be a stress factor for some people though. Bergman and Lefvert think that Mårundor is a great idea. Rieschel agrees, and points out that if people are stressed about the amount of social activities, then maybe a UF-free day is not the solution to lower stress levels. Bengtsson suggests that the board decides a UF-free day, but if someone wants to work then that is okay, it would be more about creating a norm that it is okay to not work that day. Hörner highlights the importance of working preventively. Fagerlund suggests an individual UF-free day. Berg Gorgén points out that we already have UF-free times and that it is important to communicate about stress. Bergman suggests to have a stress-workshop, try Mårundor, not a UF-free day but to keep the UF-free times/schedule during the days. He recommends everyone having their own UF-free day. He will send out dates about a stress-workshop. Bergman also informs that some people in the evaluation said they wanted more social events, and encourages everyone that wants to take initiative for more informal social gatherings.

19. Point of discussion: Get Active

Risberg informs that Get Active will be on the 5th of February at 14.00-18.00. Everybody meets before at 13.30 latest. Has ordered coffee, tea and milk from Humlan, and got it cheaper than they thought. The board has to fix the tables themselves.

20. Point of discussion: Trustees

Bergman reminds those who want another trustee for the spring semester to contact Holmgren next week the latest, so that a call for all the extra trustee positions can be made at the same time at the Get Active.

21. Point of discussion: Uppsala/Lund-kickoff costs

Bergman informs that Peter Wallenstein will join for a workshop. The weekend starts with a hang-out at Snerikes. The trip from Lund to Uppsala and back costs 15,000 SEK for UPF Lund. The plan is that the Uppsala-Lund knowledge exchange will be a yearly tradition for future boards, and that next time Uppsala will go to Lund. The suggestion from Bergman and UPF Lund is that we split the costs on train tickets this year with Lund, and then future boards will do the same for each knowledge exchange.

This year, the UFS travel fund was able to sponsor the Lund-Uppsala trip with 5,000 SEK. It will probably not be possible for UF Uppsala to use that fund again next year.

Ölander asks why and Bergman responds that it is because UF Uppsala already has used a lot of the fund, and it is unsure if the fund will be as large next year. Nathanson Thulin points out that if the next board book the trains earlier, they can probably get a lot cheaper tickets. Alm says that maybe we want to have some money left for our own kick-out for example. Hjerpe agrees on splitting the costs, if this is going to be an annual thing. Syrén points out that from experience in other associations, it is easy to forget things when the board changes. Nathanson Thulin thinks it would be fun to have money for a kick-out. Lefvert asks Fagerlund if it is possible within UFS to build a foundation for a long-term exchange with Lund, so that future boards do not forget about it. Fagerlund suggests that the UFS-representatives and maybe the Presidents write about it in their “lathundar” for their successors. Syrén suggests that the UFS-representative should push for not making the UFS travel fund smaller, since it is for a good purpose. Bergman suggests bringing that up at the UFS Annual Meeting. A number of board members agree that before we know if this is going to be an annual thing, and if it is possible to get the train tickets cheaper, we should not split the money this year. Bergman will give that information to vice-president in UPF Lund that UF Uppsala will not split the money this year but that UF Uppsala is interested to evaluate the idea in the future. Bergman also suggests writing about the Lund-Uppsala exchange in the “lathundar” to the next board.

22. **Point of discussion: the Copier**

Alm informs about her meeting with a contact person for the copier. Right now there is a five year contract and we have two years left today. Right now the copier costs 1,400 SEK/month and we have the latest model. A big struggle today is that we can not get a network connection, if we had that we would not need to use a USB. Alm has checked with the IT-department at the university but has not received a response.

One alternative is to sign up for a new five year contract. In that case, the cost would decrease with 300 SEK/month, and a new installation worth 3,500 SEK would be included. However, a network connection is needed to be able to do the installation. In total, 18,000 SEK would be saved if a new five year contract would be signed now compared by doing it after the current contract runs out. Alm asked the curator (intendent) Peter about using Eduprint, and he responded that it is not possible with the current copier. Eduprint invoices afterwards depending on the number of printed pages. To buy out the copier would cost around 40,000 SEK.

Risberg asks why the installation would not be included in the contract from the beginning if we are leasing it. Alm responds that only repair is included in the contract,

and Risberg says that the installation should be included in repair. Alm says that a person is going to come and check if the copier needs to be repaired. Ölander suggests meeting with the contact person again *after* the other person has checked if any repair is needed. Bergman suggests waiting for the IT-department to answer regarding the network connection before signing a new contract, and to check with Studentradion and their copying routines.

23. Miscellaneous matters

23. 1. Föreningsutveckling

Alm brings up the discussion on how the board wants to use the money in the budget post “Föreningsutveckling”. Right now we have 15,000 SEK left. Alm brings up the idea of doing a bigger project for the money. Bergman points out that we have not received the FBA grant yet, thus we do not know at the moment how much money we can spend. If we do not receive it we may take money from Föreningsutveckling to cover the travel subsidies for example. Berg Gorgén asks how the money has been used earlier years, and Alm responds that the board last year did a project called the EU-day, Bergman responds that before that the board did a Cyber Security week. Bjuremalm put the idea forward of a gender equality month connected to International Women’s day. Bergman says that it is also good before the Electoral Meeting in May to attract more people to the association. Nathanson Thulin says that at last year’s EU-day they offered free entrance and food which attracted a lot of people. Bergman says that they started planning it in February and a lot of trustees got engaged. Bergman suggests having a workshop to discuss ideas. Alm thinks the idea sounds good, and asks when we get the FBA grant. Bergman says in late January/early February. Bjuremalm suggests we can discuss project ideas when Lund comes to Uppsala. Another suggestion is to discuss it right before the next board meeting.

23.2. PR-education

Bergman brings up the matter regarding the earlier discussed PR-education. The education would cost 7,000 SEK which is much lower than the original price. Bergman has been in contact with numerous social science associations, and suggested that UF would pay half the amount and the others pay the other half. UPS is not interested at the moment, and UPaD does not have the money. Samvetarna is interested depending on the price, and Studentradion’s economy is not good. Right now there is 5,000 SEK in the budget post “Föreningsutbildning”, and UF has not had education courses like these before. Another suggestion is that UF pay 5,000 SEK and the others 2,000 SEK, since it is either that or we pay 7,000 SEK on our own. Berg Gorgén suggests speaking

with Uppsalaekonomerna since they have a big budget. Nathanson Thulin suggests Systemvetarna and the law student-organisation.

Bjuremalm points out that there is 10,000 SEK in one of the PR-budget posts “Övrig marknadsföring” (“Other marketing”). Other than the songbooks and a few sweaters it is not decided what to do with the money. Fagerlund suggests asking UF Stockholm, Bjuremalm thinks it is a good idea and can contact them. Bergman asks Fagerlund if it would be possible to apply for money from the UFS but Fagerlund thinks it can be hard. Nathanson Thulin says that the reason UPS is not interested is because they have another target group than UF, since UF always wants to recruit new members whilst UPS always has a steady number of members. Bergman summarizes the discussion and suggests that we do the education even though other associations do not join, and we will take the money maybe from Föreningsutveckling or the PR budget post. If we receive the full FBA grant we can then put money “back” in the PR budget. Bergman will ask other associations. Ölander says that it is a good idea to do the education anyway since a lot of people in UF could use it (PR, editors/layout etc.).

Alm adds that the budget posts Medlemsevenemang and Föreningsfika are already exceeded. Bergman suggests revising those budget posts until next meeting, maybe there is a need to impose a ceiling on fika for example. Alm says that coffee is included in “fika”, and that maybe we could take money from another budget post.

24. Date for next meeting and Fika-responsibility

The board agrees to have the next meeting on the 16th of February at 15:00 and have the workshop about bigger project ideas at 13:30-14:45 the same day. Bergman and Holmgren will host the workshop. Berg Gorgén has fika responsibility.

25. Ending of the Meeting

The meeting ends at 17:41.

Adjuster: **Per Risberg**

Place/date: 2020-02-11



Adjuster: **Ebba Berg Gorgén**

Place/date: 2020-02-11



Meeting secretary: **Sara Ölander**

Place/date: 2020-02-11

