

April 16th, 2020



This meeting was held in Swedish. The protocol, however, is written originally in English. This meeting was held via Zoom.

Protocol for the Board Meeting of the Uppsala Association of Foreign Affairs 2020-04-19

1. Opening of the meeting

Present: Johan Bergman, Per Risberg, Miriam Lind, Rebecka Bjuremalm, Alicia Nathanson Thulin, Rebecca Rieschel, Isak Lefvert, Elliott Syrén, Melker Hörner, Karin Kristensson, Ebba Berg Gorgén, Sofia Hjerpe, Clara Alm, Rebecca Bengtsson, Embla Holmgren, Gizem Tütüncü, Sara Ölander, Joakim Ydebäck.

Absent:

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

The meeting opens at 10:18.

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

The board decides to elect Ölander as meeting secretary and Risberg and Berg Gorgén as adjusters at 10.19.

3. Verifying the validity of the meeting announcement

The board decides to verify the validity of the meeting announcement at 10.21.

4. Follow-up of last meeting's protocol

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5. Approving the agenda after addition of miscellaneous matters

Alicia adds a matter regarding the environmental policy. Alm adds one regarding the surplus in the budget. Bergman adds one regarding the annual election meeting. The board decides to approve the agenda at 10.24.

6. Reports from the board-members

President and Vice-President:

Bergman has been working a lot with Corona-related work. He thinks everybody

has done a great job in adjusting to the situation. UF has gotten lots of good input from other associations and UFS, and our published information about Corona has been great. Has also worked with workshops and the operational plan. Has had lots of studying to do.

Holmgren has worked with the recruitment plan, contact with the board etc.

Treasurer:

Has been working with bookkeeping, has looked at how big our surplus will be and has been in contact with the groups about the budget. The surplus will be big, probably around 140,000 SEK. Has worked with paying back the gasque tickets and fees for UFMUN.

Member-Secretary:

The number of members is around 1018. At the end of March the share of members under 26 years was 73,4 %. The amount of members whose memberships will expire during this semester is 32, which is good since we will not lose a lot of members even if we do not get any new ones, due to the situation with the coronavirus. Has had a meeting with Rieschel and the presidium about archiving, and one with Michal and the secretaries from Lund and Malmö to discuss new options to Coachhippo.

Activity Coordinators:

Lind says that the group has had online meetings which has worked well, some members are more active than usual. They have some ideas on how to proceed with the transition to more digital activities. The group has had an online “quarantine quiz”, which Risberg says has gotten good response. They will continue doing the quiz.

Head of the Debate-Club:

Had a break for about a month, since it was hard to adjust to the new situation. Since last week there has been one meeting per week via Zoom, which has worked well and been fun even though it is a bit special with debates over Zoom. People that have not been that active before are more so now. Will continue with this plan for the rest of the semester.

Head of Career:

Also had a break for about a month. Has worked with online meetings. There are a few events left with the Academy, including one concluding event, and the whole Academy will be done in the middle of May. Hopefully all participants will receive a certificate from the Academy. A lot of the study visits have been cancelled, and the participants were not very excited about having them online instead. When asked if they would like to have the planned lectures online instead, 75 % were positive. In general a lot has been changed with the Academy, new lecturers have been booked etc.

Head of Lectures:

Syrén says that the work is going well, they have tried to book some online lectures, for example two with the Korean embassy. However there have been some technical issues. Are currently in contact with several possible lecturers. Lefvert says that it is a bit hard to book new lecturers, and to keep the ones already booked. The group is trying to post recordings of old lectures from the year as well.

Head of PR:

Bjuremalm says they have been working with the Coronavirus information updates and the Apply for the board project, with the movie, posts in social media etc. Also to promote Uttryck and the radio more, and to write down their PR-strategies and their graphic profile before the next board takes over. Nathansson Thulin has worked with the operational plan and a bit with the movie.

Editors-in-Chief:

Bengtsson informs that the final draft deadline is next Sunday. Layout and print is to be put together before the issue is ready. Some writers have been a bit slower than usual, but otherwise it is going well. Kristensson adds that it is fun that many board members are writing for the issue.

Web-Editor:

Ydebäck informs that the work is going well, right now there is a small group that wants to write a lot which is fun. Some of the new writers are interested in applying for the board position.

Head of Travel:

The Rwanda trip will naturally not happen this semester due to the current situation, and we will see if the current group and travel destination will be postponed to the fall or not. The group has also had a pause. The group is mildly excited to participate in other activities related to Rwanda online. Ber Gorgén has worked with the handover document to the next head of travel.

UFS-Representative:

Has worked a lot with UFS-related questions, more than Uppsala-related ones. For example with the economic group that works with the preparations for the next budget and she is happy with the result. Rieschel has also been working with the Economic long term task force, and with the archiving plan together with Ölander.

Radio Coordinator:

The work is going well. Around half of the group is currently working from outside the studio, and the group is producing one episode per week. Unfortunately not everybody has been able to do the education, right now four people have. One in the group wants to apply for head of radio. Yesterday they sent the Kårvalsdebatt (the Uppsala University Student Union election debate) live. Hörner will take next week off, he will respond on Slack but will not be as active.

7. Economic Outlook

Like mentioned earlier Alm informs that there will be a big surplus at the end of the semester. She has contacted FBA and revised so that the money that was meant for this spring's activities can be used for activities in the fall instead. The board should discuss how much of the surplus we want to leave for the next board and how much we want to invest during this semester.

8. UFS

Rieschel thinks the board did a great job reporting statistics from their meetings to her, it worked well with the form. There has been a lot of talk in the UFS about their annual meeting, which will be held on the 16-17th of May, online. Rieschel has also worked with the next budget, as mentioned earlier. They had to cut quite much in the budget in order to get a zero-based budget ("plus-minus-noll-budget") Mostly the cutting has been made in the trips for the

local associations. However, this budget is a “worst case scenario”, probably there will be more grant money than the previous year. Almedalen is cancelled. Fredrika Andersson from UF Uppsala got nominated as the LSU representative by the UFS to the COP 26 meeting, which has also been cancelled unfortunately.

9. Vision Committees

Digitalisation: had a meeting during Easter. Has started to work with the plan and to summarize everything for the year, then the plan is to send it out so that the board can read it. One of the things in the plan is to use Slack for communication only. Hörner adds that the document is quite open with general guidelines.

Member Appreciation: has not had a meeting. Will soon start writing on the committee plan.

Diversification: Has worked with the diverse recruitment plan, which is on Drive. If people have ideas they can contact Holmgren.

10. UF Operations during the Coronavirus

Bergman asks if anyone wants to add something regarding UF operations during the coronavirus, and recommends talking to each other about strategies to adjust to the new situation, about holding digital meetings for example etc. No one has something to add.

The board decides to adjourn the meeting until 11.00 at 10.53.

The meeting starts again at 11.01.

11. Motion: Creating Head of UFMUN board position

Background: see attachment A.

PC-decision - Yes: 12 No: 2 Abstained: 1

12. Motion: Paying off budgeted depreciation

Background: see attachment B.

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Lefvert thinks the initiative is good. He asks if Alm knows how much interest and VAT costs (ränte -och momskostnader) we would save. Alm is not sure but will check with the auditor Niklas just in case.

The board decides to vote through the motion at 11.09.

13. Motion: Member of The Year

Background: see attachment C.

Nathanson Thulin asks how we are going to present the awards to the members of the year. Bergman suggests maybe like a summer event at the end of the semester, or if we do it in the groups. Risberg says that maybe it does not have to be a big party but they can get the award in Office. Rieschel suggests posting it on social media, since it is quite a big event at the gasque and therefore it could be fun to spread it to the members. Lind says that if we are going to post pictures of the members of the year we have to ask for their permission first. Nathanson Thulin says that it might be more fun to have it in Office and take a picture there to put up. Holmgren agrees since some people might be uncomfortable with being disposed of on social media. It could be a surprise and people from the board can be there, etc.

Bergman suggests that the Heads of for the members of the year can ask them if they want to come to Office, and then maybe a few from the board can be there?

The board votes through the motion at 11.17.

14. Point of discussion: Archiving

Ölander and Rieschel have had a meeting regarding the archive. To summarize they came up with four priority areas: the digital archive, for the board to clean their drives and emails, the physical archive, and the storeroom. Regarding the digital archive, a suggestion and recommendation is to structure the archive after "Allmänna arkivskemat" which is the structure that is being used at archives nationally, which Rieschel and Ölander will look more into. The physical archive is both in the storeroom and at Carolina Rediviva, and here we have to decide what we want to save and what we want to have at Carolina vs in the storeroom. Ölander and Rieschel personally think that it would be fun to have for example magazines and posters etc in the storeroom where people easily can see them, and have the rest at Carolina. The work with the archive plan is a long-term

project and future boards will have to work with the implementation and maintaining.

The other two priority areas are more relevant to discuss with the whole board: cleaning drives and emails and the storeroom. First of all, Ölander and Rieschel think it is necessary in order to have a structured archive that all board members clean their drives and emails before the operational year is over, and it has to be done some year soon anyways. To clarify, there will be one shared “archive folder” for the whole board, and one folder that each group has like today, with things that the Heads of wants to keep for their successors.

Lind thinks it sounds like a good idea, atleast to look through what the groups have produced themselves during the year. Bengtsson also thinks it would be good with a clean drive. She and Kristensson spent a lot of time cleaning their drive in the beginning of the operational year. Bjuremalm also thinks it sounds good, and asks how long we should save stuff. Rieschel says that it depends, but everyone should save what they think is necessary for their successors in their own folders, and the other things should either be archived or deleted. Everybody is different though how much they want to save - in the UFS they delete almost everything at the end of the operational years but usually in UF Uppsala we save a lot in general. Syrén also thinks it is a good idea, but asks how the lecture group should do with their emails since they now have around 10,000. Lefvert adds that the emails are a great asset in the work with booking lecturers. Ölander and Rieschel respond that they do not have a clear answer more than they can clean it as much as they have time for, maybe to go through at least this year and maybe one year back? And future Heads of Lecture can do the same.

Regarding the storeroom: a suggestion is to buy a new piece of furniture. The one today is not efficient and is maybe not even used that much by the groups? Instead that all groups have their separate fika in their boxes we could buy fika together and have at the same place, and the groups can put notes on their fika. A majority of the board seems to think it is a good idea. Lind says that the activity group mainly has things there like plastic cutlery. The plan is also to clean and structure the storeroom which ÖLander and Rieschel will do.

15. Point of discussion: Coachhippo evaluation

Ölander has had a first meeting regarding a new membership registry system with

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Michal and the secretaries in Lund and Malmö. One system, Ebas, was presented. Next week there will be a meeting about another system. Ölander says she will inform the board more after that meeting.

16. Point of discussion: Summary procedure workshop

Lefvert has put together a summary of the workshop regarding the board and decision making. To the next board meeting he can put together more concrete information and suggestions. To summarize the workshop, three different power related problems were discussed:

- a) what decisions should be made at board meetings versus at the annual meeting. 3-year plans were also discussed as a possible solution to keep the association memory longer.
- b) the board structure, for example how much influence should each group have in comparison to each other. It could be seen as a problem that some groups have two members and thereby two votes while other groups have only one.
- c) the role of the election committee. Today the committee can be seen as being too close with the board which could increase the risk of nepotism.

Kristensson leaves the meeting at 11.42.

17. Point of discussion: Summary board size workshop

Bergman summarizes the workshop, which had three discussion points.

- a) Why would a smaller board be preferable?
- b) To nuance the pros and cons of a smaller vs the size of 20 board members which will begin next operational year.
- c) Discuss different board and voting structures. Different models were discussed: one group has one joint voice, that all groups have two Heads but only one attends the meetings, that the two rotate who participates in the meetings between the semesters, etc.

The possible pros with a larger board is that it may create more room for creativity since more voices are involved and it is less hierarchical. Possible cons are that it might be less efficient and risks creating “groups within the group”. The

plan is to summarize all this, suggest concrete suggestions and maybe have another workshop before the next board meeting.

Nathanson Thulin is critical to the idea regarding having board members that do not participate at the board meetings. Bergman refers to the document where different models were discussed and that this is just one example. Rieschel thinks that Samvetarna has a “president/vice president” system for all groups (e.g. one Head of” and one “Vice Head of”). Bergman points out that this is a long term project which will probably take a few years. Rieschel suggests that in a smaller board, perhaps the UFS-post does not need to have voting rights since that post is supposed to be a “messenger” between the national and local level.

18. Point of discussion: UF Uppsala three year plan

Bergman explains the idea with a three year plan. The suggestion is to make the “association memory” longer and be able to work with long term goals over more than one operational year. The suggestion is then if the board should encourage the next board to create such a plan or not. The current board would not create one, the discussion is more general if the board thinks a three year plan is a good idea in general or not. Rieschel suggests to write it in the operational plan as an open suggestion for the next board to evaluate the idea. Elliott agrees with Rieschel, to have a plan for 2-4 years is good. Ölander points out that the goals in the three year plan would probably be quite general, like this year’s vision goals, which are relevant to work on for more than one year. Rieschel points out that if one goal happens to be reached in one year instead of three, the plan can just be updated with a new one.

Bergman summarizes that the board does not seem to be against the idea to recommend the next board to look over the possibility to create a three year plan.

19. Miscellaneous matters

19.1 The environmental policy

Nathanson Thulin asks if the electoral meeting will be voting on this policy. Bergman answers that this type of questions were discussed at the Procedure Workshop, but suggests that we will vote on Risberg’s and Nathanson Thulin’s motions at the next board meeting. Risberg asks if there should be a “hard” policy or a softer one, to more have like a vegetarian *norm*. He also suggests to clarify

what the policy should say regarding food at “medarrangemang” (“co-arrangements”), since we for example rent venues from nations at gasques etc. Lind thinks that it is not a co-arrangement with nations when we only rent their venues, but maybe we should clarify that in the motion.

Holmgren brings up the part in the policy about single use plastic utensils and that we should use them as little as possible. Right now we do use plastic utensils, especially at bigger events like “sittningar” in Office, it is hard with an alternative. Bengtsson says that single use plastic utensils will be prohibited in the EU, then maybe we will have to exchange them anyway. Lefvert suggests that we maybe can use the kitchen and dishwasher in the room close to our kitchen and in that way it will be easier to use regular utensils. Bergman says that since it stands in the policy that we should use it “the least we can”, there is room for some use of plastic single use utensils even though we try to minimize it as much as possible. Nathanson Thulin agrees.

Syrén says that it should not be a problem to vote for the motion both at the board meeting and as a proposition at the annual meeting. Bergman suggests that in that case we can maybe vote for several motions at the same time at the annual meeting.

Rieschel points out that it says in the motion that the member secretary should have an environmentally friendly perspective when buying office supplies, something that has not been done during the last years. This implies that we need to look through our policies more often and make sure to have routines to achieve its goals. Lind says that it argues for the suggestion of voting for the policies at the annual meeting. Nathanson Thulin and Bergman suggest that each board member could write how they have followed the policy in the annual report, and Lind suggests to instead have one joint paragraph instead. Bergman suggests that everybody can write a few sentences and send them to him.

Rieschel says that the policies are not at the website, and that we should have a bigger discussion on how we handle our policies. Bergman responds that this connects a lot to the procedure workshop that Syrén and Lefvert had. However, it is good that we bring up the environmental policy in particular in the operational plan etc. since many grant givers request the association’s environmental work.

Bengtsson says that Lund climate compensates for their magazine since a lot of paper is used. Rischel and Bergman say that they discussed it last year but the discussion died out. Bergman suggests a possible revision of the policy regarding climate compensation that we can talk about at the next board meeting, Bengtsson and Kristensson will look more into it. Regarding policies, Lefvert thinks that before writing that “we should strive for xx”, it can be more effective to decide on more concrete suggestions first. Bergman responds that maybe it can be hard to write in the policy exactly what kind of climate compensation should be used since it may change the best considered kind. Berg Gorgén says that she can look up climate compensation for flying, and Rischel suggests to look at how UFS uses it.

Bergman suggests that we will leave the policies for now as they are and the board will read them through. Then revisions will be ready to be presented at the next board meeting, and then the board will vote for the revisions. We will also discuss if we should include climate compensation in our environmental policy or not.

The board decides to adjourn the meeting at 12.27 to 12.32.

The meeting starts again at 12.32.

19.2 Surplus in the budget and investments

Alm brings up the matter regarding what we want to do with the surplus in the budget, and if we want to leave some of it for the next board. The next board will already have to spend more since the grant money will be bigger, e.g. the money that we are not using this semester due to the situation with the coronavirus. To revise what Alm has said before, the last board did not leave any of their surplus to the current board since they put it in the project fund. The money we have had in the budget post “Föreningsutveckling” is from the budget post “venue booking” for lectures. The expenses that we have left to do at this operational year is the magazine, marketing, and some fixed expenses like the telephone etc. Alm encourages everyone to write down everything they would want to spend money on and then the board can discuss it at the next board meeting. A suggestion is to

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write a motion where a certain amount of money is being earmarked for buying the different things listed. Bergman mentions examples that we need to buy, for example roll-ups, one more iZettle, a SLR (“systemkamera”) etc.

Nathanson Thulin and Lind will look at garden furniture, if the board thinks it is worth the money. Holmgren suggests that different groups are formed that are responsible for buying certain things, one for decorating the bunker etc. Bergman thinks it sounds like a good idea, and suggests that Bjuremalm and Nathanson Thulin look into a SLR. Bjuremalm thinks that the next Heads of PR can decide what model to buy. Lind suggests to buy a new speaker since our is not working. Bergman and Alm can discuss the different groups. Alm stresses that if we know necessary investments we should do them now.

19.3 the Annual Election Meeting

Bergman presents the matter. A suggestion is to use VoteIT at the electoral meeting, together with Zoom. VoteIT is a well-developed system that can arrange annual meetings according to Swedish laws and regulations, according to them. It is recommended by many associations. There is a feature for closed voting (“sluten omröstning”). However it does not have a video function, which is why Zoom is being used as well, but decisions will be made through VoteIT. The plan now is to have the meeting on the 25th of May.

Holmgren reminds everyone to nominate people for the board.

Bengtsson asks Holmgren about Folkuniversitet and the situation with the coronavirus. Holmgren says that it continues as usual. Bengtsson asks when the last day is and Holmgren will look it up and come back. Seems like it is working to report meeting statistics.

Bergman and Lind bring up the earlier suggested idea of having a “handing over day” with the new board and to have the last board meeting together with them, which seems to be hard due to the situation. But of course we will see how the situation develops.

20. Date for next meeting and Fika-responsibility

Bergman will write suggestions on dates in Slack. Holmgren says that she would rather have the meeting a bit later in May since she wants to have time to prepare different projects before the meeting. Riesel thinks it would be better to have it later so that we have time to implement things before the semester ends.

21. Ending of the Meeting

The meeting ends at 12.56.

Adjuster: Per Risberg

Date/place: 2020-05-09/Uppsala



Adjuster:

Ebba Berg Gorgén



Date/place:

2020-05-10/Uppsala

Meeting secretary: Sara Ölander

Date/place: 2020-05-08/Uppsala



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