



Protocol for the Board Meeting of the Uppsala Association of Foreign Affairs 2020-08-30

1. Opening of the Meeting

Present: Isak Lefvert, Stella Xing, Per Risberg, Felix Hasselblad (on Zoom), Emelie Wendesten, Robin Bucher (on Zoom), Charlotte Renström, Aina Olsson, Amanda Bolann Håland, Daniel Rezania, Diana Simon, Elenor Söderberg, Gustav Eurenus, Katja Åman, Linnea Arnstedt, Marthe Hanik, Michelle Pencarski (on Zoom), Therese Lager, Benjamin Samuelsson, Lina Hellman.

Absent: Per Risberg, Therese Lager, Elenor Söderberg, Amanda Bolann Håland.

The meeting is opened at 11.33.

2. Election of Meeting Secretary (1) and Attesters (2)

The board decides to elect Wendesten as meeting secretary and Rezania and Renström as attesters at 11.34.

3. Co-option

Rebecca Bengtsson from UF's external gender policy is co-opted for the first half of the meeting while Johan Bergman from UFS is co-opted for the second half.

4. Approving the Agenda

A. *The Proposed Agenda*

Lefvert present the proposed agenda.

B. *Addition of Miscellaneous Matters*

Xing suggests adding the matter of recruitment to the agenda.

C. *Approving the Revised Agenda*

The revised agenda is approved.

5. Board Members' Report

A. *President and Vice President*

Xing and Lefvert, along with the rest of the presidium, submitted the FBA report. Xing is currently working on recruitment and the kick-off. Lefvert is planning the annual meeting.

B. *Heads of Activity*

Held the Get Active event, which went very well. The Activity group's next event will probably be a board game night.

C. *Heads of Careers*

In the middle of planning Career day 2020 while also working on recruiting people to the career group.

D. *Head of Debate*

Eurenus is planning for the debate club's first meeting, which is coming up shortly.

E. *Editors In Chief*

Renström and Lager have received their first applications for trustees and their first meeting is on Tuesday.

F. *Heads of Lectures*

The lecture group has held a couple rather successful lectures and have their first meeting coming up shortly.

G. *Heads of PR*

Bucher has been working on a booklet and a video while Söderberg has been mainly responsible for creating Facebook events.

H. *Head of Radio*

Not present.

I. *Head of Travels*

Hellman has been planning together with activity and lecture on arranging something together, since there will not be a trip this fall due to covid-19.

J. *Head of UFMUN*

Not present.

K. *Web Editor In Chief*

Olsson notes that the committee recently had their first meeting, along with Magazine. Planning on publishing the first article in the next few weeks.

6. Economic Report

Hasselblad notes that the economy is going alright.

7. Member Base Report

768 members. 74 % under the age of 26. Wendesten encourages everyone in the board to ensure that people who participate in events and activities sign up to become members.

Wendesten also encourages everyone to download the Cardskipper app, and to reach out to her if they have any questions about their membership.

8. UFS Report

Lefvert, on behalf of Risberg, informs that Risberg became a member in UFS's economy committee. It is also noted that there is some UFS related information on Slack from Per.

9. Policy of the Month – Sexual Harassment/Anti-Discrimination Policy

The policy can be found in attachment A.

Presentation from Rebecca Bengtsson on UF's policy on sexual harassment and anti-discrimination. The policy exists in order to have a clear framework on how to handle any case of sexual harassment or discrimination, and to show that we take

these matters seriously. While Bengtsson is the external contact person, we also need two internal contact persons. These two contact persons should be from the board, but not from the presidium. Reach out to Bengtsson if you are interested or have any questions.

10. Break

Meeting adjourned at 12.03.

Meeting resumed at 12.19.

11. Creative Cloud Purchase

Lefvert raises the matter of a renewed Creative Cloud purchase. Lefvert suggests three separate student prescriptions. This would allow for the programs to be activated at 9 computers. The total annual cost is currently 7000, this suggestion would be 4600.

The board decides to make a decision on the matter. The board votes to accept the proposal.

12. Call for Trustees

Lefvert informs of the process regarding the call for trustees. The board decides to formally call for trustees for the operational year of 2020-2021.

13. Career Trustee

Gano and Rezenia would like to appoint Aminata Touray as a trustee for the Career group. The board vote on the matter and decide to appoint Touray as a trustee.

14. Career Day Platform

Lefvert presents a proposal regarding a platform for Career Day.

Career day 2020 was postponed due to Covid-19. Rezenia informs that they have opted to hold the event online and to create a domain for Career Day 2020. The total cost of the domain is 50.000 SEK which is a large sum, however, it is possible to use the domain for quite a while and for several events. Rezenia and Gano

would like the board's approval to do this, while also noting that they are currently raising money for the domain on their own from other organizations, funds, and sources. Consequently, Gano and Rezanía are asking for 25.000 SEK from the UF budget, as a temporary expense, for this project. It is also noted that Career Day will likely draw a large audience, hopefully a number in the thousands.

Web developers and programmers have been found, who are willing to manage the technical aspects for three Career Day events. The Admin page will take a lot of work, and the work that needs to be done is rather complicated. Thus, they will work on the Admin page until it is on a level which is manageable for us.

The matter in question is whether UF can allocate 25.000 SEK for the project. It is noted that if the domain developers fail, we will end up with a lesser product but will also pay less. Rezanía and Gano also note that they are in constant communication with the web developers and programmers. The alternative and plan B, which is to host the event over Zoom, would be complicated and a lot of extra work.

Lefvert suggests allocating 25.000 SEK, and more if that would become necessary to fully implement the project, for developing a Career day domain. The board unanimously votes yes to the suggestion.

15. Meet the UFS President

Johan Bergman, chairperson for UFS, holds a presentation about the work of the UFS. Bergman presents the four main focal points of UFS and their committees: member recruitment and diversification; economy; communication and member association. Bergman presents the action plan as well as the workplan goals.

The three overarching objectives are to: 1. Increase the focus on member associations; 2. Provide you with the tools to become stronger; 3. Assist the UFS in strengthening its own organization.

Bergman encourages the board members of UF Uppsala to reach out to UFS as well as to join the UFS channels in Slack.

The board decides to adjourn the meeting at 13.15. The meeting is reopened at 13.33.

16. UFS Forum Weekend

Lefvert, on behalf of Risberg, informs of the upcoming UFS Forum Weekend, which occurs on the 14th until the 15th of November in Stockholm. The sign up opens at 12 on Friday the 25th. The board members are encouraged to sign up. All expenses except from transportation and dinner is covered by UFS.

17. Lecture Entrance Responsibilities

Isak raises the matter of lecture entrance responsibilities.

Lectures normally start at 18.15. When board members are responsible for the entrance, they need to be at the location some time before. The task is to monitor people coming in, using the sign-up list, as well as to register new members. The lecture schedule is in Drive under General Operations: Common Schedules: Event Schedules. The board members are encouraged to sign up.

18. Member Meeting Marketing

Bucher on behalf of Elenor informs of the member meeting marketing.

19. Member Meeting Recruiting

Lefvert reiterates the need to encourage active members to actually sign up as members.

Xing and Risberg made a video aimed at recruiting new members. Soon, UF will be doing presentations at high schools. Important that all board members sign up. Also, sign up at the poster list. This is a complement to the regular marketing.

20. Kick-off

Xing informs of the Kick-off and presents the schedule. The location is Norreda torp, from 12.00 on Friday until approximately 20.00 on Saturday. Inform Stella if you will be late. Also inform Stella if you have any allergies.

21. Miscellaneous Matters

The board members are reminded to fill in their phone numbers on Slack.

22. Next Meeting

Sometime the weekend of 17-18 of October.

23. Closing of the Meeting

The meeting is adjourned at 14.08

Attester: Daniel Rezania



Date/place:

Sep 23 2020, Uppsala

Attester: Charlotte Renström



Date/place:

Oct 9 2020, Uppsala

Meeting secretary: Emelie Wendesten



Date/place:

Oct 9 2020, Uppsala