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## Online Bureau Meeting 4.6.2018

Present: Svenja Hahn, President (SH), Edgaras Mascinskas, Vice President (EM), Lena Höglund, Treasurer (LH), Antoaneta Asenova, Political Officer (AA), Deimante Rimkute, Campaign and Trainings Officer (DR) (left at 21:18), Pau Castellvi Canet, Capacity and Coordination Officer (PCC) (left due to council meeting at 20:45), Dan-Aria Sucuri, Communications Officer (DAS)

Also present: Danica Vihinen, Secretary General (DV)

### Minutes

#### 1. Opening and quick general update (SH)

EM opened and explained why we use Discord, then gave the floor to SH. SH opened the meeting at 19:45 after everyone managed to set up Discord. Welcomed all, packed agenda, hope to have time to catch up on everything but still end in two hours. Ran through agenda. Thanked everyone for the written overviews sent on beforehand, so everyone is prepared for the meeting.

#### 2. Finances (LH)

##### a. Budget update

LH: MdP still hasn't sent the budget in excel so she hasn't been able to update the budget yet. Had a phone call with DV today to check what needs to be done. Has uploaded an overview to Basecamp to give a picture of where we are at.

Generally concerned about the balance, requires cuts on many things to make up for the 7000 loss of the last part of the Erasmus+ grant for 2017.

Need to save own money from autumn congress, need to save on all budget lines.

In addition, staff costs can't be anticipated perfectly ahead of time but will probably not be able to cut here.

SH asked for explanation on ELF organiser's fees, DV explained how it works.

SH: Need to book upcoming flights as early as possible in order to save money.

LH: We really must pay attention to this.

LH: Selling merchandise might not be possible this year as the merchandise would not all be sold this year, so would be a cost but not bring much revenue in 2018.

SH: Send flight options to DV asap for IMS event and YLM. Start looking into the flights for ALDE Congress.

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LH: The issue is also that the budget is not measured against the realised budget of 2017 but rather the draft budget, so we are comparing a wishful thin king against a wishful thinking rather than against reality.

SH: Immediate actions: Investigate the flights, look into accommodation for ALDE Congress.

b. Financial protocol

LH: Going through the protocol she made some additions, some changes, to make it more flexible. Mentioned which changes would be most important. In the quest for more transparency the previous update created a very inflexible, difficultly maneuvered system while getting rid of things such as signing the bank statements jointly.

DV: had some good wording on who has access to bank accounts and how in the old RoA, will look it up.

SH: Thank you for looking into this.

c. Financial update

DV: Erasmus+ application was approved for 2018, ALDE Party operational grant first part (approximately 20000 euro) was received last week.

### 3. Call for new assistant (DV)

DV explained that the contract of CGP ends at the end of July, office is closed most of August so we need to hire a new assistant for September-December. Update on timeline: Call should be out soon, deadline first week in July, decision on who to call for interviews at Milan BM, interviews week after, try to have decision and contracts signed before closing the office for summer holidays to make sure all is set for the person to start on 1 September.

SH: DV and EM will conduct the interviews.

LH: Commented that Spanish skills might be good given that the ALDE Congress will be in Spain.

### 4. IMS

a. Event, status of planning and timetable for the call (DV)

DV gave short update, will send more concrete information by the end of the week when it should be clearer.

PCC: Trying to reach out to Italian IMs to take part in the event

b. Cooperation with delegates and process of reform (EM, PCC)

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PCC: Had a meeting with EM, will provide Bureau help to the IMS communications strategy. Summarised the three steps of the reform: Composing a WG that comes up with a process and how to include all IMs in that, then presenting it to the MOs, joint approach towards congress. There should be no issue with the IMS delegates on this. SH: Repeated her views on it being better if IMS would be included in the general LYMEC communications and social media platforms. Discussion about this. PCC: This is why DR and DAS should work closely with the IMS on their strategy.

### **5. LYMEC Manifesto Process (AA)**

AA: Email outlining the process was sent to all presidents and IOs last week, so far only response from Jong VLD (to office), has talked to Jong VLD, YMRF, Croatians. Asks everyone in the team to encourage their MOs to participate. Need to know the topics and the people participating by the beginning of July.

Poll for Fb: Will discuss with DV how to set it up, basically all the priorities we discussed at the Brussels BM broken down to smaller policy areas.

The process: Should it be only on 5 key topics or everything with focus on the 5 topics?

SH: Should be more like the ALDE Manifesto "Branding policies", framing the policy areas. Let's see what the issues will be and then take it from there, like for example not climate change but rather sustainable future "Creating the Europe we dream about", so the manifesto itself is already partially communications.

EM: we can have two versions, one should also present our solutions how to reach our promises.

SH: the WGs should be on our brand promises. We need to think about these.

LH: Stating the obvious will not serve any purpose, rather as concrete as possible without being too technocratic, rather have something understandable.

AA: Let's not make it too long, even the longer version. More numbers for example, that can be made into infographs and visualised, also good examples from real life.

### **6. ALDE Manifesto Process (SH)**

SH: Explained the draft manifesto process, how office provided amendments, then Christopher from FDP tabled an alternative version that included some of our points, and discussion was on that one. The future we want, clustering policy fields with broad promises. It looks promising to become a dynamic document!

### **7. National Manifesto Processes and potential to feed into it (SH, AA)**

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SH explained that she has possibility to feed into the FDP manifesto, asks all others to try to explore the possibilities for this as well and how we can support our MOs in doing the same.

LH: We should definitely support our MOs in this even though some might find it intrusive.

DAS: This can definitely be relevant for some, we should try even if not everyone would be abroad.

DV: Maybe let MOs know we can support them if they want, so if they're interested they can contact us for suggestions.

SH: Good idea, let's send this in a separate newsletter to IOs already when reminding about our manifesto process.

## **8. Status of Visual Identity (EM)**

EM: Tried to implement what was discussed at Brussels BM, wants to hear others opinions. Discussion about the different suggestions. EM will send email regarding slogans. Creativity session in Milan.

## **9. Campaign and Communication**

### **a. Update on Communication Strategy (DS)**

DAS: Has been working on a strategic plan, as we don't have anything this should be something that can be handed down to next Bureaus. Has currently been working on guidelines for how to use/what content to use on different platforms. Also how to promote our policies more concretely. Targeted but more easily understandable communication, the statement on killings of journalists was a good example of us doing just that. Also tries to look into our audiences and how to be more appealing to those who share our values, while also being a bit provocative. We should be more political in the communications and talk about our priorities.

EM: Need to talk about how to be more concrete, how to use our congresses to get more spread of our content for example. Will send all color codes etc. to DAS

### **b. Forward planning communication and communication topics**

EM: We will also create a forward planning calendar.

## **10. Status ELF Application first round (DV)**

DV: Trying to put together the thoughts from Brussels BM into the 500 words for the concept note, will send a draft before the weekend and hope everyone has time to provide feedback by mid-week next week so we can move forward and have it

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submitted way before deadline (22.6), given that we also want to check the wording with Susanne Hartig on beforehand.

### **11. Young Candidates Academy (SH, DR)**

- a. Framework, when will we make the call, when will we contact potential participants

SH: Explained the framework:

- Event November 2018
- Events with FNF January 2019
- MEP shadow event February 2019 (ELF)

- b. Online trainings and session: SH, DR will look into what this could be

SH: What needs to be decided is when to make the call, should it be an open call or with nomination from MO? If possible 15 people, need to look into the budgets.

LH: Good idea to limit the amount of people, quality over quantity.

SH: When will we know if our ELF project is approved? DV: Only at the GA in September.

SH: The timeline should be: Launch in July, deadline in the end of August/early September. Need to define criteria, what to include in the application process (motivation letter, nomination).

### **12. Other potential FNF events (SH)**

- a. FNF Summer School in the academy: SH has applied for organizing a LYEMC Summer School in Gummersbach summer 2019
- b. Other ideas for events with FNF Europe

SH and DV will look into it

### **13. Summer Academy, Update (DV)**

- a. Speakers and moderators

DV gave update on situation with speakers. Let DV know who is available to moderate when (SH Wednesday only). Let's try to get journalists for the last session as MEPs are unwilling to talk about the elections just yet.

- b. Rules for accepting participants

SH: priority to newbies, it's not a goal to have every MO represented but to get new people in, but should try to have as many organisations as possible. But not certain

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that everyone gets even one spot. Everyone needs to push the MOs, deadline Wednesday.

#### **14. Autumn Congress, Update and Decisions to be taken (DR, DV)**

DR will send information by email as she had to leave before the agenda point.

#### **15. MOs and Regional responsibilities (all)**

Discussion on the elections in Slovenia

#### **16. Invitations (DV)**

##### a. Visits to MOs

DV: We have gotten invitations to YL UK summer school, RU, French radicals merger meeting and JD Summer School.

DV will let JD and RU know we will not be able to participate, in line with the priorities set at Brussels BM.

France: DV will go by train, need to be present as it's a statutory event and they want to apply for full membership at the autumn congress.

SH: UK we should go, as they're in need of organisational help, but if we go we need to provide training and not just give a speech. DV will contact Ben W and explain this.

#### **17. AOB (SH)**

SH: Want to create campaign on the copyright law, could be able to have impact on the Group - will meet with Marietje Schaake's office on Thursday to discuss the approach. We will target swing votes our self, also push MOs to push their national MEPs. Both communication and policy. Up for a vote on 20.6 so need to act quickly. Responsible: Communications team + AA for the policy.

LH: FAC are getting PIA applications, council increased the budget. Will forward to Bureau as FYI

LH: Reminder about refund forms.

#### **18. Closing.**

SH closed the meeting at 22:10, reminded everyone that we need to try to stay on point as these meetings easily drag out otherwise. Asked everyone to check the minutes for their tasks, and let her know if something is unclear.

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