

## **MINUTES**

### **Online Board Meeting**

### **17/02/2020**

Meeting starts at 19 h 35

Present: Bureau members - Pau Castellvi Canet (PCC), Edgaras Mascinskas (EM), Dan-Aria Sucuri (DAS), Lena Höglund (LH), Svenja Hahn (SH) and in addition Bálint Gyévai as Secretary General (BG).

Not attending: Antoaneta Asenova (AA), Deimante Rimkute (DR)

#### **Finances (LH)**

##### ***Guidelines for cooperation:***

- LH tried to be short but covering the main points.
- Important to have written proof of the objectives and what happens during the meeting.
- Agreement should be set to highlight obligations, financial agreements and responsibilities.
- Communication channels need also to be underlined.
- Shared code of conduct in case of misbehaviour needs to be set up. Cultural considerations also should be clarified to avoid misunderstandings.
- Evaluation is also important and in our interest, LYMEC can share good practices to benefit more organisations. Evaluation document to be signed by persons of trust.
- SH proposes “LYMEC is not obliging people but rather encouraging cooperation as a best practice”.
- **Bureau decides that it should be published in the next newsletter and on our website. In addition, Pau suggests sending it out to the IOs.**

##### ***External audit:***

- Good cooperation with the External Auditors and their team. However, there are still a number of aspects relating to the income and expense occurring for 2018 in the beginning of the year 2019 and income and expense occurring for 2019 in the beginning of the year 2020 that still needs sorting out.

- It is very clear that last year's External Auditor took less care and had problems with understanding, correcting and making himself understood. This will be sorted out, but is unfortunately still pending. At the same time, we basically went under budget by almost 11000 on Congress spending and 5000 on Staff spending in 2019.
- What to do with the surplus?

*The ideas are the following:*

- New projects funds for the new Bureau.
- Money on twinning.
- Increase of staff salary.

**Budget 2020:**

In accordance with the latest discussion, LH added a project fund of 3000 euros and added some more money on the voting tool (looking at what was spent last time at election year). Given there are no changes in regard to Renew or the study session, this is the final version to be communicated to Congress.

**ELF:**

- Need to discuss future framework as discussed at last Bureau meeting, to be done in Spring.

**ALDE:**

- BG signed for 85 000 EUR for this year's grant.

**Renew Group:**

- Under negotiation still, more information soon.

**ELF events (BG)**

**Update on guidelines:**

- Adobe sign to be used for Travel reimbursement form.
- Registration to be taking place through ELF website.
- Stricter rules on invoices to be paid by ELF.
- Programme checked from closer and all material related to the events will be checked.
- Comprehensive guide was put on basecamp - Clara attended the training to be able to brief us. This is very useful for the new Bureau.
- Willingness to be more digital and less bureaucratic - work on internal processes still on-going.

Regarding Boarding passes, two options:

1. All parties should keep the originals of their tickets at home/in their office (until end of 2021) and provide them upon request in case the audit asks for them.
2. Send the originals to the ELF office via post.

We would recommend collecting the originals of the outbound ticket at the events themselves, then that can be stored in the LYMEC office in case of questions.

***Copenhagen and Berlin events:***

- Berlin: We will get in touch with local partners, think about speakers and get accommodation/conference room offers.
- Copenhagen: Discuss content with partners. LH to help on the topic on the content side.

***Book launch July:***

- Bureau decides to book the FNF office venue for the evening on the 1st of July as part of the Summer Academy.

**ELF calls:**

- a. Call for trainers: To be shared in newsletter + PCC to register.
- b. Expert forum: Opportunity to organise events on specific topics to contribute to the ELF white book. For the next Bureau and only if we want to have a special topic addressed/discussed.
- c. Authors: to be shared in the newsletter for members (specifying - not liable and responsible for this).
- d. Flexible formats: Test new concepts/formats - debate competition. When there is interest and possibilities, next year after the new Bureau settled.
- e. Research coordinator: Not a model for us since co-financing from our side is expected.

**Luxemburg Event (BG, AA, EM):**

- Organisation: everything is on track. We booked sound systems and microphones for the speakers.
- Content and speakers:
- Monica and representatives from the European Commission are still pending. BG to solve this situation.
- Reimbursements: digital TRF's

## **Spring congress (BG, AA):**

### **Organisation:**

- Dietary requirements communicated to the different parties
- Working currently on the practical guide, it will be sent soon.
- The sending of the package to Skopje has to be planned.

### **Evening events:**

- Roaring twenties

### **Policy, Policy Book cleaning, resolutions:**

- Very comprehensive and huge efforts, 8 resolutions to be tabled and 1 motion for archiving.
- Bureau and MOs to submit them + additional note saying: resolutions drafted by the policy renewal working group.

Willingness to valorise all actors that contributed to this but unfortunately working groups can't submit resolutions.

### **Membership applications:**

#### Full:

- Young Liberals Greece: AA to go to their Congress.
- Uppreish: DAS to reach out to them.

#### Associate:

- Swiss Green Liberals: AA to brief them.

### **Elections, preparations, and execution of elections:**

- Electionrunner tool to be used: to be presented to the delegates.
- Time for the speeches of people: 5 min President, 4 min VP and 3 for BM. Q/A after each and all together for BM.
- BG to create a 1 page document on this.

### **Sunday Board Meeting:**

- Transition Bureau Meeting after the Congress on Sunday morning.
- BG to check for options to hold this meeting.

## **Summer Academy (BG)**

- Organisation started, we are looking for a venue for the last evening in Brussels. Remaining part of the event will take place in the EP.
- Dates: 1 to 3 July 2020

- Logistics: LYMEC to open call for applications for 82 persons and we take care of the last evening venue. Renew is financing everything and reimbursement of travel will be made available.
- Draft programme was shared with the Bureau, comments are welcomed. We are looking for MEP speakers on the topic of the academy: digital.
- Bureau meeting on the last day - 3 July (recommended by this Bureau to the next one).

## **Communication (DR, DAS, EM)**

### *Libertas*

- DR to update us at the next meeting. Last article was published by BG a few weeks ago.

### *Throwback campaign*

- Dan is in the script writing.
- Clara and Ed will be mobilized on this.

### *Erasmus campaign*

- Shared on all platforms.
- Uppreiss and Junos joined the call.

## **Transition preparation**

- Work document for next Bureau: 1 page with big tasks in each area + passwords and so on.
- Overview of project planning: Open and future projects. BG to come up with a comprehensive document.
- Overview of financing: Short explanation on how finances work.

PCC: Document to be edited at every transition between Bureaus. Something recurring at every change of mandate to avoid starting from scratch every time.

1 comprehensive document will be created to be stored and shared in the office for the next Bureau and staff.

## Election mission in Azerbaijan

- Communication was published and shared on social media. It was important to support those observers that were attacked.
- Measurements: Bureau decided on a communication to support young liberals twisted. Give a platform to stand up for our principles of free elections.
- The Issue faced: lack of communication from project leader. The Bureau was misled on what it was. In the future, we will make a **disclaimer** when event or call is not from us but will continue to share interesting initiatives.

## Committee of discipline and arbitration

Update case RU/ Civic Forum:

- Communication to all actors are being sent by Svenja.
- 5 recommendations are closed now. Harassment case, social plan, financial cooperation will be distributed next week, owing money, ask them to pay (did already), Civil forum membership up for suspension at the Spring Congress. We close the Bureau involvement.
- Recommendations of committee implemented, Bureau implemented what it could, cooperation document being the last.
- **Email to them next week.**

## News from IMS (EM)

- 3 new delegates starting to work.
- New ideas to be implemented, how to give the ideas to the next SC for overlap.
- Complaints on not communicating the results fast enough were now answered.
- Nation builder training to be planned with Laura in the coming weeks.

## News from MOs (all)

- LH to meet with the finish organisations. KOL overpaid their participation fee but never told us how to move on that. Liberal Youth of Montenegro overpaid 50 EUR at some point as well, consultation with them on what to do with it.

## Invitations

- COMEM: 17-18 April 2020 in Brussels + Co-Chair 19-21 November 2020 in Klaipėda:
  - BG to register because it is too close to the elections and we don't know yet who we will send.
  - Second point, BG to reach out to Danica about chairing the Autumn Comem.
  
- Report PPYO - Youth Forum meeting attended by BG in Brussels:
  - a. JEF, YES, YFJ, YFEG, EFAY, YEPP were present
  - b. Priorities: Conference on the future of Europe and Green deal.
  - c. YFJ meeting Commissioners - Gabriel/Schinus/Dombrovskis on youth issues.
  - d. YFJ campaign on giving more to youth (from 41 billion to 21 billion in last Council proposal - MFF) in the MFF negotiations. Our Policy book stands clearly for more funds for E+ so we will support it. This means 3 EUR per person more than what's on the table now.
  - e. YOFest event with YPPO: JEF moderating, LYMEC speaker needed on Friday 29 May at 14 h. Topic: Democracy, youth participation, extremism fight and gender component.
  - f. Gathering for YPPO ahead of COMEM - session on advocacy towards institutions taking place on 16 April in Brussels.
  
- Centerstudenter Congress: April 24-26, Stockholm:
  - We can't not say anything on this yet but the new Bureau has to decide on sending someone and who.

## AOB

### A. Intern hiring:

- BG proposed a shortlist by email. The Bureau agrees on the 3 persons selected.

### B. ALDE Political project application call:

- LH to draft a proposal in the coming days/weeks.

**End of the meeting: 21 h 40**

*Next meetings:*

*08. March, Morning, Luxemburg*

*23. March, Online*

*05. April, Skopje, Transition meeting new board*