

Minutes Prague Bureau Meeting

30 August 2014

Present: Vedrana Gujic, Sissel Kvist, Danica Vihinen, Timo Roeleveld, Svenja Hahn, Jelena Jesajana, Markus Ylimaa

Also present: Igor Caldeira, SG

1. Opening of the meeting, adoption of the draft agenda and the minutes from the previous meeting

VG opens the meeting stating its goals. This meeting is intended to plan the work of the Bureau in the next two years. Each Bureau member was asked to put forward their own projects for their mandate, in which areas they would like to participate and which projects they would like to implement.

The Bureau adopted the draft agenda and minutes from the previous meeting unanimously.

2. Follow-up from the last bureau meeting (immediate resolved task)

Following up on the first bureau meeting, we resolved all immediate tasks. Among them were, namely, the request for offers for the change of the website, and also establishment of the contact with the new ALDE MEPs. Furthermore, an assistant has been hired, and shall work from September to December 2014 in LYMEC office.

3. New LYMEC Bureau – distribution of task (territorial and political distribution)

VG asked bureau members to speak first about their work, expectations and divisions of tasks. Bureau members do a *tour de table*, speaking about what they have done until now.

JJ agrees with the geographical distribution. She is in regular contact with her MOs and also with the new youth organization of the Latvian member of ALDE Party. JJ visited Lithuanian liberal youth summer school.

MY visited NUV Summer Camp. NUV expressed interest in organizing a LYMEC congress in 2016. He will establish contact with 3H organization from Turkey.

TR is in contact with the BENELUX and Catalan organizations.. He has also introduced himself to Spanish and Portuguese MEPs, having in mind the possible creation of their local youth organisations.

VG said we should contact organisations in Cyprus and try to reconnect the young Italian Liberals. TR will contact them.

SH contacted her MOs.. JUNOS are going to be reminded of the need to officially change their name in LYMEC. Both JuLis and LHG are coming to YLM.

SK contacted our member organisations in Denmark and will investigate the current state of play in Slovakia. Bulgarian organisation will have elections in September. Romanian organizations will be contacted regarding their membership status and outstanding debts, having in mind the mother party's move to EPP.

DV has contacted MOs from her region, and invited them for YLM and Congress. VG has furthermore been in contact with Macedonian, Kosovar and Montenegrin organizations.

The bureau members took a second *tour de table* to discuss political portfolios.

JJ is already looking into practical ways of doing new campaigns, including contacting members to form campaign working groups. VG said that we should involve more people into working groups, under the coordination of bureau members.

JJ and IC discussed the possibility of having a low budget IMS event this Autumn.

MY said education and training should be linked to our annual themes. Furthermore, they should be not only about policy, but also very practical training. He will make a survey about the needs of the member organisations.

DV stresses that we can have not only a bilateral relation with our MOs individually and as a whole, but that we can also try to connect MOs among themselves, serving thus as a bridge. DV takes YFJ as responsibility, but due to the fact that it takes place simultaneously to ALDE Part's Congress (and DV is a delegate), MY will attend it instead. TR wants to reform and make the Policy Book and resolutions more concise. VG says we have a guide on resolution writing. The Bureau decides that members will be reminded of the guidelines for good resolution writing, and of their statutory obligations in that regard (such as including the policy area).

SH wants to establish a press calendar, having the advanced plan of topics to be discussed by EU institutions allowing the process to be more streamlined. She will take responsibility over Twitter and Facebook. Among her wishes is the realization of an event for press training. DV reminds the excellent training LYMEC provided in Tallinn, and that it should serve as a blueprint for our future work in similar actions. VG said website, twitter and facebook should be managed on a monthly basis with a clear plan of publishing.

BM finalizes distribution of portfolios: TR – Political Officer; MY – Education and Training officer; SH – Press Officer; JJ – Campaigns Officer.

4. Programme of action 2015. – 2017.

a. Evaluation of current functioning

On the topic of planning of the work in this mandate, VG says we have to have a more project-based approach. This, naturally, does not mean there should not be freedom for

adaptations, but that work will be easier and productivity higher, if bureau members have assigned projects. In that spirit, we should also have key deliverables, primarily for internal use.

VG presents an analysis of our organisational targets. IC does a summary of our fund providers and what are our responsibilities towards them. IC will also, at the request of the Bureau, elaborate a list of actual or potential partners in Brussels or outside which could be of relevance to establishing partnerships and cooperate in future projects.

VG refers we should visit and cooperate more with schools, NGOs and third parties etc.. We should also publish again policy books, important for visibility and credibility. Several members referred the need to have a better coverage from Congresses (photos, videos, and social media).

b. Annual theme 2015, 2016 and key policy areas

SK will write a programme based on VG presentation of key deliverables and bureau members will edit it inside of their own portfolios. The mottos for the next years will be *Trust me, I am a Liberal* and *Europe we need to talk*.

Concerning policy priorities, the topics that were mentioned were *Immigration, Free trade and growth, Security and Defence and Institutional Reform* as key areas for the next years.

Other topics that might need attention: *Energy, Regulatory policies, Education, Enlargement, Gender equality and individual freedoms (the youth perspective)*.

c. New projects and initiatives

JJ and SH will conceive a new leaflet and promotional materials. JJ says that we should do initiatives such as flash mobs at congresses.

Fringe meetings will be re-evaluated after Berlin congress, especially regarding attendance in morning sessions. Having in mind the very strong financial investment that they represent (about 10000 euros) we should ascertain that they have real outputs.

d. Campaigns

JJ wants to create special stickers and will draft a concept note. The bureau as a whole agrees that LYMEC should have one big campaign every year – more than that is not realistic. ‘Trust me I’m a Liberal’ will serve as a motto.

e. New Libertas and publishing

Regarding New Libertas, VG prefers to transform it into LYMEC Congress Newspaper., covering the news from countries/MOs. SH will prepare a call for authors for the new newspaper. IC will also research on the costs for printing of a newspaper.

5. Finances

a. State of Finances

DV sent beforehand a complete report on the state of our finances., after having received the grant from the Commission. , Besides the budget proposal for 2015, we should submit to our Congress in Berlin a revised budget for 2014.

VG stated that our spending priorities for this year concerning extra expenditure include the hiring of the new assistant, an IMS event, and the changes of our website.

b. Operation grants

IC informed the Bureau about the deadlines for grants applications this year: 1st of October for Erasmus+ and 6 of October ALDE Party. The Bureau will assign tasks internally according to the working plans.

c. Upcoming Audits

On September 12 we will hold an extra, mid-year audit, to better assess the state of our finances due to the fact that this year we had a complete renewal of our team (Secretary General, Treasurer and Internal Auditors).

d. Bureau administration – travel refunds, general refunds, rights and obligations

IC informed bureau members about procedures concerning travel and communications refunds.

e. Extension of income base

The Bureau will investigate potential new sources of income. Furthermore, we will also research on possible cooperation with companies in the realization of events.

6. Events in 2014 (follow up from the previous Bureau)

a. Young Leaders meeting, Greece

IC introduced the event, and bureau members will contact the organisations under their responsibility to continue applying. We will have our event simultaneously to an FNF gathering of young Greek Liberals. Danica, Timo, Jelena Svenja will join them in part of their event as moderators of working groups.

We will also strive to launch our app there and the *Trust me I am* a Liberal campaign in connection to the event. JJ will prepare the campaign.

b. LYMEC Autumn Congress, Germany

Location and programme are now defined.

In terms of new applicant MOs we will probably have JDL (Luxemburg) and Young liberals of Montenegro. JUNOS will submit their name change.

There should be in place a press team to cover the event and a congress newspaper should be printed before the congress.

The Bureau decided on the nominations for the Committee of Discipline and Arbitrage. VG will invite the five names appointed by the Bureau: Jukka Koivula, Ab Brightman, Ivan Nekić, Veselka Hristova and Rudi Russo.

c. ALDE party Congress – delegation and fringes

IC will be in charge of booking accommodation, and TR will be the delegation leader. VG explains standard procedures. The delegation will have a working meeting in Berlin during LYMEC Congress.

LYMEC will hold a fringe meeting, on a topic to be decided this month still, and that should in principle be related to some of our current priorities and political hot topics,

such as TTIP, Security and Defence or other topic relevant in our political priorities.

d. **LYMEC Winter Academy, Brussels**

ALDE Group is reshuffling their priorities and it is not yet sure what will happen to the traditional Academy. We will be contacted in September still.

7. **Operative tasks**

a. **LYMEC Online – new website, communication channels and email infrastructure**

IC presented the four offers for the change of our website. TR states that he wants an integrated website. SK refers we need to have a proper emails, and not mirror emails. TR will take charge of the project concerning the website change. The Bureau decided to accept the proposal from Produweb. TR will evaluate our needs and conduct the negotiations towards the implementation of the new website. This should be accomplished this year still, including all of the payment.

b. **LYMEC Stylebook**

TR will look into a proposals for a complete stylebook for LYMEC, in order to have a uniform communication image.

c. **LYMEC merchandise and business cards**

The bureau decided we will move forward with printing 2 roll ups for events. Jelena will create a list of merchandising articles. Business cards will be printed for the new Bureau.

8. **Member organization analysis**

a. **Broadening the membership base**

The bureau defined a list of countries that, following the electoral results in May, or resulting from local dynamics, will need our further attention: Latvia, Czech Republic, Portugal, Spain, Montenegro, Kosovo.

b. **Strengthening the LYMEC-MO relations**

BM's are encouraged to visit the MOs under their responsibility and should evaluate how many congresses can visit and what kind of activities they can do there.

9. **Partners and organizations analysis**

a. **European Youth Forum**

DV will take charge of the organization, keeping IC and MY in the loop.

b. **IFLRY**

Bureau nominated Jeroen Diepemaat as LYMEC representative in IFLRY. Bureau will draft a new agreement between organisations to resolve the current lack of legal basis for cooperation.

c. **ALDE Party, ALDE Group**

VG and DV are in regular contact with ALDE Party decision makers. When Programme of Action is defined, it should be sent to Graham Watson and Guy

Verhofstadt.

IC will meet ALDE Group in CoR.

At the beginning of 2015 the Bureau meeting will be held in Brussels together with bilateral meetings with ALDE Party and Group(s).

d. ALDE MEPs

ALDE Group MEPs got our promotional material and welcome letter.

BMs should contact MEPs from the countries under their responsibility to seek further cooperation.

e. Foundations – ELF, FNF

IC will go to ELF's GA in September. Bureau members will take over cooperation with ELF from 2015.

10. Moving of the office

In late October LYMEC will move back into ALDE Party headquarters, which is seen as a positive development. IC will look into the logistic needs for this change.

11. Any other business

None.

12. Planning of the next Bureau meeting and closing

Next bureau meetings scheduled for Thessaloniki, and then Berlin.