Skype Bureau Meeting February 5th 2017

Present: Sissel Kvist, President (SK); Svenja Hahn, Vice President (SH); Marijn de Pagter, Treasurer (MdP); Lena Höglund, Political Officer (LH); Edgaras Mascinskas, Campaign and Communications Officer (EM); Kevin Tammearu, Digital Officer (KT); Sergiu Boghean, Trainings Officer (SB).

Also present: Danica Vihinen, Secretary General (DV)

Apologies: Sergiu Boghean, Trainings Officer (SB)

**1.       Opening**

SK opened the meeting and concluded that everyone except for SB were present.

**2.       New Assistant**

The bureau discussed the recruitment of the new assistant, as the person chosen already had accepted another job offer it was decided that the person who faired second best in the evaluation will be contacted. All agreed that all applicants were very good.

**3.       March for Europe**

SK explained that we will have money to subsidise the participation in the march for a LYMEC delegation because of reallocation of ALDE Group grant. LYMEC will cover the accommodation expenses (hostel) and offer a travel refund of 100 € / participant. 

DV: The call should be launched as soon as possible, so that people have time to react. DV will check with UEF if they can help with the logistics. Decision to launch the call as soon as ALDE Group officially accepts the grant application, which should be the coming week. Discussion on how to allocate the spots, criteria must be clear.

DV explained that the group will pay for the hostel and LYMEC will refund the travels and only after we have all the boarding cards and tickets will we claim it in one lump sum from the group. 

**4.       ALDE Bureau Meeting**

SK reminded that she had shared the agenda by email earlier, and asked for comments during Monday.

SK and DV will meet with Adrian from Ciudadanos before the bureau meeting, as he has asked for a meeting with both. The message from our side is clear, they will follow the same road as everyone else when it comes to applying for membership.

LH: Might be able to meet with Ciudadanos in the following weeks, asked to be kept in the loop of how the meeting goes and if there is any follow up.

**5.       Athens Event**

Discussion on how to fill the open spots after some people cancelled.

SK: Open the call but not for countries that will already be represented.

LH: Participation of people from outside of the north/ west of Europe is important.

SK: Indeed, a broader view is needed! 

Decision to open the call for a second round, applicants will be chosen on a first come, first serve basis, one per country, and they will be asked to finish a paper after event. Decision that the call is not open for countries already represented, in other words Sweden, Norway, Denmark, UK, Greece, Netherlands, Ireland or Belgium.

SK asked about the logistics, DV explained that we got offers from two hotels, and are currently in contact with hotel Melia Athens regarding the booking. FNF Greece is helping with the logistics on the ground, and the visit to a refugee welcome center.

**6.       Update from Audit**

MdP told about the meeting with Therese and Pierrette from ALDE Group (MdP and DV), and that the proposal for projects to use the group grant on was greeted positively. 

Even if we thought the year 2016 will end in a deficit, it turns out we will have a surplus if we get the last 20% of the Erasmus+ grant.

Updated refund form on request from the auditors.

LH: how to deal with the surplus?

MdP: we could make a reserve at the end of 2016 to upgrade the office equipment, will check with external auditors.

Discussion on how to avoid having to pay back parts of the grant to the commission. MdP will set up a Skype with IC to check details.

**7.       Update on campaign**

EM: explained the timeline, and that it will include both videos with MEPs and informational, also from events

Teaser launch will be postponed to next week’s Monday as we have an update on FMG this Monday

DV coming week is quite focused on the topic as there is also the “My Body My Rights” conference in the EP on Wednesday, let’s try to highlight this in our social media updates

EM: agree 

SH: can we use fb promotion? Yes. DV: Would be good to analyse our performance first so we have an overview of what works and when to post to reach most people.

**8.       Update on the alumni network**

MdP: Joris will check with JOVD bureau if LYMEC can use the JOVD office address, but it should be ok

DV: talked to Daniel Tanahatoe, we would need a notary for sure if we would set it up in Belgium

SH will make an overview of the different alumni systems that would make sense so we can decide based on that with which system to proceed with the legal parts.

**9.       Update new email provider**

MdP: No update, will get on it asap but hasn’t had time. 

EM offered to take over, which as ok for everyone.

**10.   Any other business**

SK: Anything that you want for the agenda of the Athens meeting just let me know

LH: Contacted the Brits, Irish and Northern Irish about the JuLis Brexit position, they had many comments but agree with most of it. LH will continue the discussion in order to move closer to having a LYMEC stance on Brexit.

Also, will try to make the MOs communicate more with each other before the congress to facilitate things

SH: Alliance Youth would like support for their election campaign

ALDE BM will have a spitzenkandidaten discussion, make sure we make our standpoints clear and follow closely the discussion.

DV: Will meet with CUF vice president on Wednesday, let me know if you have specifics regarding the congress that should be mentioned. Also finished a new questionnaire together with MdP to collect MO contacts and membership figures. Office will send it to the MOs, but please resend to regional MOs, as it is very important that it reaches all and also as the contacts of the office are sometimes less updated.

LH: Communicating with the Swedes, unclear who is responsible for the congress unfortunately but should be clear shortly.

General discussion

SK closed the meeting at 22.43