



Bureau Meeting 18 February 2018 Zagreb

Present: Sissel van Run-Kvist, President (SK), Svenja Hahn, Vide President (SH), Edgaras Mascinskas, Campaign and Communications Officer (EM), Kevin Tammearu, Digital Officer (KT), Sergiu Boghean, Trainings Officer (SB).

Attending by Skype: Lena Höglund, Policy Officer (LH) and Marijn de Pagter, Treasurer (MdP)

Also present: Danica Vihinen, Secretary General (DV) and Chris Giapitzis Papandreou, Administrative Assistant (CGP)

AGENDA

1. Welcome words and opening of the meeting

SK welcomed everyone to the last proper physical meeting of this Bureau and opened the meeting at 10:55. SK noticed that MdP and LH are joining virtually.

2. Evaluation of the Exploring European Electoral Systems seminar

SK: The event went well, the program ran smoothly, good cooperation and logistical support from the local organisers, and for once there were no last-minute cancellations or no-shows. Also good participants, very enthusiastic, and Stefan Windberger was a very good speaker. KT was a wonderful stand in for everyone on Friday when rebooked flights caused late arrivals of everyone else.

KT: Professor Farrell was also a very good speaker

DV: The participants seemed very pleased indeed, suggests to conduct an online survey to get hard data on that.

3. Congress

1. Status on seminar program

SH: Annelou van Egmond (ALDE Party Bureau, D66) is interested in coming for Thursday afternoon, but we still need confirmation, also still waiting for the confirmation on who will be the speaker from FDP. Thursday evening programme will be Cultural evening with pizza, together with local JuLis members. Friday morning: speaker on grassroots campaigning, Stefan Windberger from NEOS, and still looking for one more speaker.

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2. Status on logistics

Congress: SH will double check with the hotel that we have sufficient internet connection and look into possibly having a live screen.

DV: Is the hotel payments sorted out? Need to include Therese Murdoch from ALDE Group, will do this week.

SH: Still not confirmed if we can have the Friday reception in the parliament but working on securing this. Saturday dinner is dependent on the Friday reception.

JuLis will have a parallel seminar, and the participants will join our congress participants in the evenings and for the congress opening and debate on resolutions.

3. Status on participants

1. DV and SK gave update on congress registrations, more applications than we can accommodate, will work out formula how to cut the sizes of large delegations. Already taken out associate members' delegates over 2 persons (as statutes clearly gives us possibility to limit associate member delegations to 2 persons), but it still leaves us with over 140 registrations before even including possible guests! SK: We must make sure to also make a clear reserve list and underline that cancelations must be done as soon as possible.

2. Seminar: SH and DV will look into getting more rooms in the hotel, as we have 44 applicants of which 3 without accommodation.

4. Approval of Freedom Fund applications

SK and DV will send a suggestion to the Bureau, we have budgeted 1500 euro to distribute, by deadline we got 9 applications for a total amount of 2500 €. The guidelines are clear, "new" organisations (that didn't apply last time) have priority.

5. Approval of application for reduced participation fee

MdP: The only application is from Youth Forum of Nasa Stranka, suggestion for Bureau is to approve. Approved.



6. Congress Program

SK: we need to move things around a bit as MdP only arrives in time for the program on Saturday. This means we can't do finances on Friday as MdP won't be there, suggestion to move the agenda point membership applications to before finances, and to handle the reduced membership fees and payment plans without the treasurer on Friday evening as these are proposed by the regional responsible in the Bureau.

7. Membership issues

- Received one application for full membership by the 9 February deadline, from Liberal Youth of Montenegro. All in order, they fulfil all criteria.
- TLDE Romania « applied » after deadline by sending an email stating they want to apply for full membership. Will not be accepted, Sissel will write an email saying the application can't be discussed as it was not submitted within deadline.
- Jungfreisinnige Schweiz need to submit a payment plan. MdP will contact them and explain their choices.
- EKN are up for suspension so MdP will contact them about payment plan. DV: They are coming to Congress, contact Aleksandra Pavlova. Mladi LDP will also be contacted. Projekt: Polska are also up for suspension. DV requests MdP to make separate documents for all these cases in stead of including it in the Finances report, as we will discuss these on Friday evening.

4. Finances

1. Status from the internal audit

- MdP: A few receipts that need to be found but nothing big. External audit tomorrow.
- End of year result: Looks like we made a surplus of roughly 11000 euro. This is mainly due to the Tallinn restaurant and Stockholm hotel payment issues being solved very late in the year, so we had foreseen a worst-case scenario where we would not receive the money or have to pay ourselves for Stockholm. SK: what

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happened to the machine for name badges? MdP looked into it in December. Will check if we can get one by congress.

2. ALDE Group application

- SK: Deadline for application (budgets) 28.2. Suggestion to use all money for the congresses.
- LH: could we use ALDE Group money for mentorship, as MEPs are heavily involved? SK: Better to use own resources for that as we don't have a clear plan of when and how.
- KT: Discussion in Sofia to get a new app, with an integrated voting tool. MdP: could look into using surplus for this as well. Discussion on how much of the surplus to use on what. Conclusion: KT will ask for a quote for an app, then Bureau will make decision on how to distribute the money.
- SK: to sum up: we wait for offers (KT, SH) and then decide via email meeting.

5. New visual identity

1. EM: Asked for three offers, should have gotten them this week but haven't. No offer to share now, will push the companies and hopefully have something next week; will share with everyone.

6. Alumni

1. SK: We got some money from IFLRY from the alumni kick-off event in Amsterdam
2. SH: Need to figure out the registration form so that it works properly. DV, EM will look into it, main lack now is a PayPal link.
3. Statutory GA within the first 6 months of the year, suggestion to have it during ALDE Council in Sofia at the end of April
4. SK: We need to finalise the registration with the Belgian authorities. DV: Will take care of it.

7. Continuing of the Secretary General's contract

1. DV left the meeting, CGP took over writing the minutes
2. SK suggested to renew DVs contract for two more years, as discussed in Amsterdam and in compliance with the statutes (Article 26-4 gives the

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european liberal youth
rue d'idalie 11 6th floor PO box 2
1050 brussels, belgium
+32.484.644.068
office@lymec.eu



www.lymec.eu
f: /EuropeanLiberalYouthLYMEC
t: @LYMEC
app: lymec.mobapp.at
youth wing of ALDE Party

Bureau the right to propose the renewal of the mandate once). Bureau agreed.

3. SK suggested a symbolic pay raise of approximately 100 € (3%) to reflect her growing experience and to show our appreciation for her dedication to LYMEC. SK also suggested to investigate if LYMEC can provide the internet as DV also works from her home. Bureau agrees, MdP will check with the auditors what is possible under Belgian law.
4. DV is called back and takes over writing the minutes from CGP

8. Evaluation of campaign

1. EM: a thorough evaluation to be sent to members and partners (dos and don'ts)
2. SK: We have gotten lots of good feedback from MEPs, the Setting the Agenda for Europe campaign really has improved our outlook

9. AOB

1. SK: Deadline for bureau reports 9 March
2. SK: Don't forget the handover documents to improve the institutional memory

SK closed the meeting at 12:47, and concluded that she is looking forward to seeing everyone in Berlin

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