



# MINUTES

## Online Bureau Meeting

### 11 December 2024

The meeting started at 19h CET and ended at 20 h15 CET. It was held online on Zoom.

**Present:** Ines Holzegger (IH), Marten Porte (MP), Willemijn Krans (WK), Sean Bennett (SB), Dimitra Papadopoulou (DP) Sorcha Ni Chonghaile (SNC) and Even Diot (ED)

**Invited:** Chiara Liguori (CL)

**Excused:** Alexandre Servais (AS)

**IH** opened the Bureau meeting and started with the first agenda point.

#### 1) Updates from bureau members

##### - Policy Debates in January - SNC

The upcoming Policy Debate will be on Education and lifelong language learning with a focus on minority languages. Young speakers, under 25 years old are confirmed from the Irish Language community, from the Scott Gaelic community and Malta. They are all minority languages on the European scale at a different scale. The event will take place on January 15th at 19h CET Online.

IH thanked SNC for the work done. There is no question so we move to the next point on the agenda.

##### - Revamp of internal documents to be presented to the Digital Assembly - MP

MP presented the current draft that includes all the documents that we are revamping, divided into 6 chapters.

IH asked for the one on the discipline and arbitration committee to be deepened.

IH There is an 8 weeks deadline 1 week after the Digital Assembly

MP: The next bureau Meeting should be used to go through the document ahead of the Digital Assembly where it will be presented to members.

IH: The January Bureau meeting to review this document, present the current work at the Digital Assembly, and discuss it at the Spring Congress 2025. We will also go to the Digital Assembly with questions for our members regarding this document.



**Decision:** MP will ask the Bureau Members for input on the current revamp document for feedback and content. The document will be reviewed at the January Bureau Meeting and presented at the Digital Assembly on February 1st 2025

- Guide for the International Officers - SB

SB started the draft document and it will be shared for comments before the end of the year and ready for the Spring Congress 2025. After the content is approved by the Bureau members it will be sent for design in early 2025.

- Guidelines for Authors for Libertas in coordination with the co-editors - SB

SB will ask for their input on this document upon selection to foster better collaboration with the new Libertas team and ensure smooth operations. SB will contact the selected authors early next year.

- Social Media Guidelines (plan)

DP presented the plan for the Social Media guidelines for the organisation. Including a press officer meeting during Spring 2025, and several initiatives and Key performance indicators for the communication of LYMEC for the next years ahead.

**Decision:** The Communication Strategy Document will be shared with Bureau Members and Secretariat for feedback and comments before the end of the year and will be published on the Website in January 2025.

## 2) For information

ED Presented the following document to the Bureau for comments.

- HR Framework

This document lays out the internal policy, and functioning of the Secretariat detailing several policies for medical leave, working from home, and recuperation days. It will also serve as a framework for new employees upon their arrival serving as a reference point.

DP asked about Alternative Work.

IH asked to look for legal requirements when it comes to a second activity for employees of the organisation.

- LYMEC Structure Secretariat 2024-2025

This document describes the division of tasks between the employees of the Secretariat of the organisation.



- Flight Policy

This document details the policy for Bureau members when it comes to booking flights with the European Liberal Youth.

MP highlight if a booking is made by the bureau member directly, the most economical choice must be assured.

ED: A point will be included in the document for travel that occurs before or after the event, to justify the flight choice. If such a flight is selected, screenshots showing all available flight options, including prices, should be included. This ensures transparency and confirms that the chosen travel dates were not more expensive.

- New Refund Request Templates

From 2025 a new refund Request template will be used. It is available on the drive already.

- Reminder to Members about the Membership Survey 2025

Each Bureau Member is responsible for making sure the member's organisations are filling out the membership survey 2025. The deadline is set for 13/01/2025

### **3) Any others Business**

- Potential Event Partnership with the New Generation United Nations (NGUN) (initiative by Global Human Rights Defence)

ED presented the event and partnership proposal with this organisation.

- Invitation to the Bundesverband Liberaler Hochschulgruppen

DP will contact the organisation and represent the European Liberal Youth at their Congress.

- Standing Working Groups

SNC outlined that the current working group lack dynamism and includes people who are not active LYMEC members anymore. An update of the working group will be initiated after the next Digital Assembly 2025.

- Updates from the Secretariat

ED presented the launch of the new website and newsletter of the organisation. He thanked CL and all the bureau members for the work done on this transition. It was outlined that the new newsletter needs to be advertised for people to register.

ED also went through the planning for the end of the year of the Secretariat and the final communications that will be sent to our members and partners.

The meeting ends at 20h15 CET.

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