

## tEB meeting March 20 - 21, 2021

Time suggestions (w/ coffee breaks):

Saturday 09.00am CET; lunch at 12.30pm; dinner 6.30pm CET

Sunday 09.30am CET, finish by 1pm CET.

Present: Moritz, Diletta, Christelle, Emma, Sebastiano, Chris, Milosh, Leonie

Excused: Chris (Sunday)

Minutes:

Saturday March 20, 2021	
09:00 - 09:45	Federalist Gospel Adoption of draft agenda Adoption of draft minutes  How are you? How have the past months as an EB member been? What are items you work on?
09:45 - 10:15	Update from the Secretariat: HR (incl admin-membership officer), office, etc
10:15 - 11:00	Overview projects (Milosh) State of play (Milosh's email, 24 February, 17:33) Upcoming project applications and priorities Amongst others: when evening for projects with JEFers?
11:00 - 11:15	coffeebreak
11:15 - 11:30	HR: Informal introduction with Esmat and Lorène (bring your coffee or tea :))
11:30 - 12:00	HR: Discussion EB and Lorène
12:00 - 12:30	Project focus: Presentation & Discussion State of Play Y-Fed with Elitsa; Esmat invited to join.
12:30 - 13:30	Lunchbreak
13:30 - 14:30	Financial Overview (Chris, Milosh) Current overview of Membership fee collection (Chris) Evaluation Pilot Phase Database (Chris)
14:30 - 16:30	Campaign a. If ready: campaign doc b. CoFoE

	c. Green campaign (Mo, Andreas)
16:30 - 17:00	coffee
17:00 - 18:00	<p>Content next statutory meetings</p> <p>Statutes: Gender quota on the EB Update Code of Conduct (Christelle)</p> <p>Equality and Inclusion survey Presentation of results (Sebastiano) Broad brushes: Evaluate the Survey &amp; build further on Roadmap (Seba - Christelle)</p>
18:00 - 18:30	<ul style="list-style-type: none"> <li>- Updates FC Spring 2021 Logistics</li> <li>- Updates European Congress 2021</li> </ul>

Sunday, March 21	
09:30 -	(continuation)
	<ul style="list-style-type: none"> <li>- Going through To-Do list of our Action Plan (link undisclosed) Adopt Press Guide Follow-up EB-FC meeting (Milosh)</li> </ul>
	<ul style="list-style-type: none"> <li>- Networks Conference of INGOs at the Council of Europe: registration, youth delegate programme YFJ (FYI) political resolution handbook</li> </ul>
	<ul style="list-style-type: none"> <li>- AOB Memorandum with European Movement UK Pool of Trainers</li> <li>- Next long EB meeting date</li> <li>- Volunteers for EB video</li> </ul>

## Minutes:

Present: Leonie, Emma, Sebastiano, Chris (Saturday), Diletta, Christelle, Moritz, Andreas(Partly)

Agenda point	Decision/Discussion
1. Federalist Gospel	Discussion: - Skipped for this time
	Decision: - Moritz will be responsible to prepare for next EB Meeting
2. Adoption of draft agenda	Discussion: - No points added or changed
	Decision: - Draft agenda approved
3. Adoption of <a href="#">draft minutes</a>	Discussion: - Since the last meeting was organised on the 16/03/2021 there was not enough time to check properly the minutes
	Decision: - Deadline for comments for minutes and approval deadline: Thursday <b>25/03/2021</b>
4. How are you? How have the past months as an EB member been? What are items you work on?	Discussion: - Updates from EB Members on work and personal life from EB Meeting November to March - General notes: (undisclosed)
	Decision: - N/A
5. Update from the Secretariat: HR incl admin-membership officer),	Discussion: - Milosh gives a presentation - Human Resources: with each person joining, the amount of administration increases. This might be challenging for the next SG, Milosh is working on a solution. The details are undisclosed. - Office updates: office is closed with staff working from home. The admin team will only come with max. 2 people; reinforced rules until April 19. - Communication channels need to be rethought to match the bigger size of the Secretariat.

	<ul style="list-style-type: none"> <li>- Increase of events from March to June, still online whilst people are also gaining fatigue from online events.</li> <li>- Developing a structured approach to policy &amp; communication</li> <li>- Reports have been submitted, final answers for grant applications <ul style="list-style-type: none"> <li>- Milosh alerts the EB about the grant developments for European Youth Together, as no European Youth organisation received the funding that is intended for European Youth organisations</li> <li>- Clarity on grant application also means however that there is clarity on office structure</li> </ul> </li> <li>- Project team is currently preparing new projects</li> <li>- Questions on getting quantitative indicators for policy reports, line management in the office, recruitment procedures</li> <li>- How many projects do we need? Chris argues that projects are a means to allow us to do our political work. Milosh argues that we should rather re-evaluate how the EB is involved in projects.</li> <li>- The EB points out the need to diversify our funding.</li> <li>- Moritz asks when the EB can get involved in the projects.</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>-</li> </ul>
<p>6. Overview projects (Milosh)</p>	<ul style="list-style-type: none"> <li>- Milosh updates the EB on the ongoing projects</li> <li>- E@Home: currently in research phase</li> <li>- WP2021 on Internet Governance: expert meeting coming up, Mlosh will represent the EB during the meeting</li> <li>- Next CHapter Europe: meeting next week</li> <li>- Global Solutions for Global Problems</li> <li>- 2021 will be bigger than 2019</li> <li>- Milosh refers to the project compendium and project updates.</li> <li>- Milosh will talk with the Secretariat to when the EB should be involved and when not.</li> <li>- Sebastiano asks how much time do associated projects take from the secretariat. Milosh replies that this depends on the differing projects. Three grants are needed to sustain the administrative grant</li> <li>- Diletta suggests having regular EB meetings with project officers to align project and political campaigning, like during the previous EB meeting with Alexandra on Next Chapter Europe.</li> <li>- Challenges and risks. Urgent need for a reform in office management, team-building for office needed as new members have joined; training on project management and collaboration. Milosh will ask the EB for feedback on content.</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>-</li> </ul>
<p>7. HR: Discussion EB and Lorène</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Presentation of Lorene for the position of Admin/Membership officer, document develop with support of SG and President  <a href="https://docs.google.com/document/d/1HBeOQNMtaFS3GZdh118sHYnb-I3SKoLMlt4VXJYtP78/edit?ts=6054b784">https://docs.google.com/document/d/1HBeOQNMtaFS3GZdh118sHYnb-I3SKoLMlt4VXJYtP78/edit?ts=6054b784</a> </li> </ul>

	<ul style="list-style-type: none"> <li>- Discussion on the document: Make sure that documents that are created are used and they do not become just another excel table.</li> <li>- How do the EB members communicate with Membership officer on updates on Sections? How can Lorène be involved in the EB meeting?</li> <li>- Document to be finalised by the end of next week</li> <li>- Concerns on out of office working time</li> <li>- What is the approach when it comes to communication with sections from Membership officer.</li> </ul>
<p>8. Project focus: Presentation &amp; Discussion State of Play Y-Fed</p>	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Follow up and clean document by Monday and then have a week to get comments from EB Members</li> <li>- Evaluate the position and work in 6 months</li> </ul>
<p>8. Project focus: Presentation &amp; Discussion State of Play Y-Fed</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Updates from Project Officer (Elitsa) on the development with the project and next steps</li> <li>- Questions raised: How to improve collaboration with sections?</li> </ul>
<p>8. Project focus: Presentation &amp; Discussion State of Play Y-Fed</p>	<ul style="list-style-type: none"> <li>- Project officer to come to EB members if challenges happen in communication with sections</li> <li>- SG and Treasurer to check out and make decision on co-funding options (Inter-rail and Flixbus)</li> </ul>
<p>9. Financial Overview - Membership Overview</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Chris thanks Milosh and Alex for their work with the accountants and auditors.</li> <li>- No foreseen cash-flow problem in 2021, project follow up and co-finances arranged for 2021</li> <li>- Norway only section to follow up on Membership Fees, meetings need to be organised with some sections as follow up</li> <li>- Chris is available with questions regarding the database</li> </ul>
<p>9. Financial Overview - Membership Overview</p>	<ul style="list-style-type: none"> <li>- Follow up on Y-Fed finances with UEF - Meeting to be organised between Milosh and Seb</li> <li>- EB members contact their sections to follow up / remind on membership</li> </ul>
<p>10. Membership Database</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- EB thanks Chris on the investment and making the Database happen</li> <li>- Questions raised: Resources needed?</li> </ul>
<p>10. Membership Database</p>	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Adopted, a detailed plan will be developed on how to approach the future</li> <li>- Trainings in April</li> </ul>
<p>11. Updates FC Spring 2021</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- FC follow up has to be done with Xesc, updates to be sent to EB soon</li> </ul>

<p>Updates European Congress 2021</p> <p>-</p>	<ul style="list-style-type: none"> <li>- Congres, dates confirmed, hostel available, SG and Treasurer will go back to budget to confirm and start bookings</li> <li>- To announce the dates soon, sections need to plan, also save the dates for the events</li> </ul>
	<ul style="list-style-type: none"> <li>- 1st of April to communicate the Dates</li> </ul>
<p>12. Campaigns</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Leonie and Andreas give updates on the document (link undisclosed)</li> <li>- There has been delays with the document</li> <li>- Document hits mark in setting up standards, there should a an update with the sections in the document, there is the “Why we campaign” missing</li> <li>- Should the document also cover the Why and How, it should explain what the document is about and links with other documents</li> <li>- What is the target of the document, how can we make sure it gives also directions to the next EB</li> <li>- Different approach to reactive campaigns, planned vs reactive campaign</li> <li>- Milosh underlines that the logos of our funding need to be added</li> </ul> <p>Decisions:</p> <ul style="list-style-type: none"> <li>- Team is going to continue working on the document and it will be approved on the next EB Meeting (May 2021), there will be still time for discussions and feedback in between</li> </ul>
<p>13. Conference on the future of Europe</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Presentation of document</li> <li>- How do we approach the different topics from a federalist perspective on the different topics</li> <li>- 3 way approach on the document, make sure we have a clear plan how we work with the Conference, partners (Convention, UEF) and with JEFers directly</li> <li>- Make sure we have prepared JEFer approach to the different topics, argumentation cards</li> <li>- Petition to be started as soon as possible, it will give us data we can use in some other actions</li> <li>- Follow up with both JEF/UEF Informal Network and CSE Convention</li> <li>- Prepare trainings for JEFers/CoFoE multipliers also invite the external people</li> </ul>

	<ul style="list-style-type: none"> <li>- JEF Europe Closed door meetings with JEFers as preparation for work</li> <li>- Petitions, Argumentation cards, Federalist Chat, Demonstrations</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Leonie to work on the document by the end of next week, it is an alive document so it can be updated</li> </ul>
<p>14. 9th of May and CoFoE</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Add another layer of the events that JEFers are organising that can be used also to promote NCE</li> <li>- Less activities instructed prepared from European level but also not give open space, still have some precise actions</li> <li>- If sections organise something we should promote it</li> <li>- Encourage physical activities</li> <li>- Movie night on 9th of May, a potential idea to research</li> </ul> <p>Communications:</p> <ul style="list-style-type: none"> <li>- Invite sections to organise physical &amp; safe events if possible</li> </ul> <p>Provide JEFers with political messaging to include in their eventsi</p> <ul style="list-style-type: none"> <li>- Collective actions physically: the EB wants to encourage physical and safe demonstrations. The TF Capabuild toolkit on demonstrations as well as the COVID toolkit can serve as a start / can be updated</li> <li>- = we have the COVID toolkit and there is something in a presentation I did about street actions (from slide 30, in Spanish, but can be extracted and recycled):  <a href="https://drive.google.com/file/d/1jO69KoEed1Mc-fp-IsFbH8fm4vj3OKaB/view?usp=sharing">https://drive.google.com/file/d/1jO69KoEed1Mc-fp-IsFbH8fm4vj3OKaB/view?usp=sharing</a></li> <li>- Collective actions at home: movienight?</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Input will be moved to Project and Comms Officer, SG and President will communicate a concept to EB by the end of next week</li> </ul>
<p>15. Green Campaign</p>	<ul style="list-style-type: none"> <li>- Campaign during European Green Week, May 31 - June 4</li> <li>- Questions raised: what is the main message? This should be clarified in the document (pointed out).</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Work on the “How?” the campaign will be done, already prepare a timeline of the activities and link with project activities (Greeny) <b>April 2021</b></li> <li>- Follow up with the different groups (JEFers) mentioned in the concept as soon as possible to present the timeline</li> </ul>

<p>16. Equality and Inclusion survey</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Presentation of the results of the survey (first view)</li> <li>- Discussion what will be the next steps of the survey, there should be a plan, there should be conclusion as a plan how to follow up, does not need to be a recommendation, they can feed in different ways</li> <li>- Suggestion of possible actions, continue with buddy programme, space to express federalist story, encourage people to learn and develop their own identity in JEF, Federalist Academy</li> <li>- Survey shows that there is a development, things are evolving and JEF is growing when it comes to space/accessibility of different groups</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>- Follow up will be organised with Chairs of TF Diversity and Empowerment</li> </ul>
	<p>Content next statutory meetings</p> <p style="padding-left: 40px;">Statutes: Gender quota on the EB Update Code of Conduct (Christelle)</p> <ul style="list-style-type: none"> <li>- Meetings take place every two weeks with great moderating by the chairs</li> <li>- More accessible language (not using legal terms)</li> <li>- Different approach: less prescriptive, more empowering</li> <li>- Next meeting will be on April 1, with a 1st draft</li> <li>- Discussion in internal resolution will start later</li> <li>- Not yet discussed whether the Code of Conduct should be an annex to the Statutes or remain an internal resolution</li> <li>- Changes to the statutes have to be discussed at the next FC, if they should be implemented by the next Congress</li> <li>- Discussion:</li> </ul> <p style="padding-left: 40px;">Statutes: Gender quota on the EB</p> <p>The statutes set a quote for the EB and FC. Current state of play for gender quota: 40% rule which is in fact a perfect balanced rule but not written like this. The rule creates a mathematical problem: At the moment, the Arbitration Board opinion ahead of the Malta Congress holds, interpreting the rule as 50%-50% quota. The EB had a first discussion on equality within the statutes, sharing their opinions on whether the topic should be raised or not.</p>
<p>18. Adopt Press Guide</p>	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Presentation of the Press Strategy by Diletta and Sebastiano</li> <li>- Discussion on the Decision Making process and verification measure (There should be an extra addition on communication with Politicians (personal) the President should be informed)</li> </ul>

	<ul style="list-style-type: none"> <li>- EB thanking the responsible people for the creation of the document</li> <li>- Cleaning comments on the document\</li> </ul>
	<p>Decision:</p> <ul style="list-style-type: none"> <li>- The EB has approved the document.</li> </ul>
19. Follow-up EB-FC meeting	<p>Discussion:</p> <ul style="list-style-type: none"> <li>- Delay from the trainer, he is on sick leave, for next EB meeting Milosh will present conclusions and next steps</li> </ul>
	<p>Decision:</p> <p>/</p>
20. Networks Updates	<p>- Discussion:</p> <ul style="list-style-type: none"> <li>- Conference of INGOs at the Council of Europe: registration, youth delegate programme</li> <li>- YFJ (FYI) political resolution handbook - YFJ President has pointed out they might need political support from JEF on the item</li> <li>- Discussion AC Elections, wait for next deadline and conduct a meeting if needed with candidates we do not know</li> </ul>
	<p>- Decision:</p> <ul style="list-style-type: none"> <li>- Leonie will cross check with her schedule and Michal on the participation on the conference of INGOs</li> </ul>
21. AOB	<p>- Discussion:</p> <ul style="list-style-type: none"> <li>- Memorandum with European Movement UK Leonie will send updates on the liability of JEF Europe as a shareholder of YEM UK.</li> <li>- Pool of Trainers Current resolution will lapse at the Congress. Changes might be needed based on evaluation of the trainers. New selection phase in April/May is upcoming, Emma will support the application process. Possible conflict of interest of persons who are elected in JEF Europe bodies.</li> <li>- Next long EB meeting date</li> <li>- Volunteers for EB video:</li> </ul>
	<p>- Decision:</p> <p>Leonie will send out a doodle for the next long EB meeting. Diletta and Moritz will record the EB video.</p>