

# EB minutes

**15-17 September 2023, Cluj-Napoca**

Present: Judit, Antonio, Christelle, Robin, Flavia, Gergana, Juuso, Helena, Knut

Excused:

Minutes: Helena, Robin, Juuso

| <b>Friday 15th September 2023</b>    |  |
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| Venue: House                         |  |
| 14:30 - 15:00                        | <ol style="list-style-type: none"><li>1. Opening</li><li>2. Code of Conduct (contact persons Christelle and Knut)</li><li>3. Adoption of agenda</li><li>4. Adoption of minutes (13/09)</li></ol> |
| 15:00 - 17:00                        | <ol style="list-style-type: none"><li>5. Networks update (JEF, EMI, YFJ, CSE, GCE, WFM)</li></ol>  |
| 17:00 - 17:30                        | Break going to the venue   |
| 17:30 - 20:00                        | Workshop with Patrir (Ukrainian House)   |
| 20:00                                | Dinner with Patrir, Ukrainian Community, and JEF Romania members   |
| <b>Saturday, 16th September 2023</b> |  |
| Venue: House                         |  |
| 09:00 - 10:00                        | <ol style="list-style-type: none"><li>6. Code of Conduct (contact persons (Christelle &amp; Knut)</li><li>7. Financial Update</li><li>8. Secretariat update</li></ol>                            |
| 10:00 - 10:15                        | Break  |
| 10:15 - 13:15                        | <ol style="list-style-type: none"><li>9. TNF</li><li>10. Sections</li></ol>  |
| 13:15-14:30                          | Lunch & Round of personal updates  |
| 14:30-17:00                          | <ol style="list-style-type: none"><li>11. Federalist inspiration (by Gergana)</li><li>12. EurHope</li><li>13. <i>EUKraine</i></li><li>14. <i>Europe What If</i></li><li>15. IO meeting</li></ol> |
| 17:00-17:15                          | Break + surprise   |
| 17:30 - 20:00                        | <ol style="list-style-type: none"><li>16. Towards the next JEF mandate and handovers</li></ol>   |
| 20:00 -                              | Dinner   |
| <b>Sunday, 17th September 2023</b>   |  |
| Venue: House                         |  |

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| 09:00 - 11:30 | 17. Code of Conduct (contact persons (Christelle & Knut))<br>18. Database update presentation (Robin & Helena)<br>19. JEF Congress Madrid <ul style="list-style-type: none"> <li>a. Presidium</li> <li>b. Resolutions</li> <li>c. Reports</li> <li>d. Logistics</li> <li>e. EB farwell</li> <li>f. Aob</li> <li>g. (Non-minuted part)</li> <li>h. Registration of sections</li> </ul> |
| 11:30 - 11:45 | Break   |
| 11:45-13:00   | 20. EB feedback round<br><br>21. AoB and Conclusions <ul style="list-style-type: none"> <li>a. Upcoming activities and project deliverables 2023</li> <li>b. Request Internal communications</li> <li>c. EB meeting dates</li> </ul> 22. EB video   |
|               | Departure   |

## Minutes

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| <b>Friday 15th September 2023</b><br>Venue: House               |   |
| 1. <b>Opening</b>   | -   |
| 2. <b>Code of Conduct</b> (contact persons Christelle and Knut) | <b>Decision:</b><br><i>The Contact Persons for the JEF Code of Conduct (CofC) at this EB meeting presented the CofC and shared the anonymous forms.</i> |
| 3. <b>Adoption of agenda</b>                                    | <b>Decision:</b><br><i>The agenda was adapted and adopted accordingly.</i>  |
| 4. <b>Adoption of minutes (13/09)</b>                           | <b>Decision:</b><br><i>Minutes of the 13/09 EB online meeting will be adopted in the next EB online meeting (27/09).</i>                                |
| 5. <b>Networks update (UEF, EMI, YFJ, CSE, GCE, WFM)</b>        | <b>Decision:</b>  |

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| <p>a. WFM (World Federalist Movement)</p> <ul style="list-style-type: none"> <li>● Who can be sent to WFM's Congress which is taking place in parallel to JEF's Congress (November 10-12)?</li> </ul> <p>b. GCE (Generation Climate Europe)</p> <ul style="list-style-type: none"> <li>● Meetings are being held on a monthly basis with updates in view of the European elections campaign;</li> <li>● Proposals related to climate are coordinated between GCE and JEF.</li> </ul> <p>c. CSE (Civil Society Europe)</p> <ul style="list-style-type: none"> <li>● Judit is CSE's new Vice-President;</li> <li>● CSE to unite behind the urge for Treaty reform;</li> <li>● Follow-up of the CoFoE is being discussed.</li> </ul> <p>d. YFJ (European Youth Forum)</p> <ul style="list-style-type: none"> <li>● Coordination meetings going on online on YFJ's strategic planning.</li> <li>● Somebody needs to represent JEF at YFJ's COMEM one week after the Congress in Madrid.</li> <li>● Joint debate deliverables within MEET to be coordinated around May 9, 2024?</li> <li>● Level Up happening again in spring and to be coordinated. JEF should have a prominent role in the event.</li> </ul> <p>e. UEF (Union of European Federalists)</p> <ul style="list-style-type: none"> <li>● Board Meeting in August, preceded by Gozi's resignation, and the SG's resignation as a consequence. Domenec was appointed as the new President (until the Congress) once the Board Meeting took place.</li> <li>● UEF was not able to fulfil deliverables on outreach and, therefore, involved the Austrian section - without success.</li> </ul> | <p><b>a. WFM: An open call shall determine the person who will represent JEF at WFM's Congress.</b></p> <p><b>b. GCE</b></p> <p>-</p> <p><b>c. CSE</b></p> <p>-</p> <p><b>d. YFJ:</b></p> <p>- <b>Judit will represent JEF at YFJ's COMEM one week after the Congress in Madrid.</b></p> <p><b>Debate with youth candidates to be envisaged as one of the closing events for the EurHope campaign involving the European Economic and Social Committee and possibly Commissioner Šuica. To be coordinated with EBU (European Broadcasting Union). Watch parties in Brussels and further cities.</b></p> <p><b>A formal (hybrid) meeting with YFJ is to be scheduled asap in order to coordinate EurHope.</b></p> <p>e. UEF:</p> <ul style="list-style-type: none"> <li>● JEF needs to come up with names for the next UEF board elections by the beginning of October.</li> <li>● Christelle to help Antonio gather the delegates to the Congress of UEF</li> </ul> |
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| <ul style="list-style-type: none"> <li>● UEF returned the money it owed to JEF.</li> <li>● UEF is planning to establish a full-time SG.</li> <li>● Upcoming UEF hybrid FC where JEF should be present.</li> <li>● Discussion about UEF's press release on SOTEU which went against the resolution positing enlargement and treaty change on par.</li> </ul> <p>f. EMI (European Movement International)</p> <ul style="list-style-type: none"> <li>● There is the possibility for JEF to run for VP. For this sake, more information on potential candidates is needed.</li> </ul>            | <p>f. <b>EMI:</b></p> <ul style="list-style-type: none"> <li>- <b>Antonio will run for the position of VP of EMI.</b></li> </ul>   |
| <p><b>Saturday, 16th September 2023</b><br/>Venue: House</p>  |  |
| <p>6. Code of Conduct (contact persons (Christelle &amp; Knut)</p>  | <p>-</p>   |
| <p>7. Financial Update</p> <ul style="list-style-type: none"> <li>● Auditing<br/>JEF-Europe will be audited by the European Commission on a number of past grants. Key audit meetings will take place in the week of 2 October. Based on discussions in a preliminary meeting, the Commission doesn't suspect budgetary irregularities, but instead the main motivation is JEF's large-scale growth in the recent years, as well as the fact that JEF is implementing multiple EU-funded projects simultaneously.</li> <li>● Membership fees<br/>The membership fees have not been</li> </ul> | <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- <b><i>Membership fees: An overview presentation will be offered at the upcoming IO meeting, with a view to introducing this discussion point to the network. The discussion framework for addressing this matter will be opened up at the Congress in Madrid, with no voting expected.</i></b></li> <li>- <b><i>EB decides that there is a reasonable and considerably important case for the salary rise of the SG.</i></b></li> </ul> |

adapted to the rising economic circumstances (in particular inflation) across Europe.

The discussion about a potential minor increase could represent a significant increase for JEF Europe's reserves (overview of scenarios was presented to the EB). This needs to be carefully addressed, considering there might be diverse opinions and realities depending on the section or context. A good opportunity for generating an open framework for discussion would be the Congress in Madrid. For that, it will be essential to keep transparency and clarity, explain finances and the reasoning with the use of plain, accessible language, and explaining the needs and practicalities behind financial matters in the organisation.

It's important to make sure that the potential increase in membership fees would not be the only possible way to ensure sustained finances for the organisation. It was also noted that the organisation's costs are largely covered by grants, so the financial stability also depends on many grant schemes: in particular, the Operating Grant is a crucial income stream for JEF-Europe. JEF's action grants are now shifting towards lump-sum, which provides for more flexibility.

- Salaries

Discussion on the salary levels at the organisation. Our pay rate for JEF employees is generally lower compared to other youth NGOs in Brussels. Besides incentives to apply for working at JEF, there are aspects such as the rising cost of living that should be considered in this discussion about a potential salary rise.

JEF is adjusting to the new legislation on reimbursement costs related to travelling (e.g., meals). The role of the Secretary General (SG) has changed with the transformations in the organisation: since there are more administrative tasks at the office, the SG travels less, and thereby gains less per diem. Moreover, it should be noted that per diem

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| <p>shouldn't be seen as a way to increase the SG's overall salary: instead, the base salary should be the point of reference.</p> <p>The EB, in the absence of Judit, discussed the proposal to increase the SG's salary.</p> <ul style="list-style-type: none"> <li>● Cash flow</li> </ul> <p>Robin presented the current cash flow of JEF-Europe: EUR 182,536.44 .</p> <p>The current cash situation is quite large. In the coming months, the forecast looks good, as we anticipate receiving new project grants.</p> <p>JEF Europe has EUR 16,000 - 21,000 in unmovable reserves. Ensuring sustainable management of JEF's cash reserves calls for reflection: in some of the past projects, JEF-Europe has taken co-funding from the cash reserves, which isn't sustainable.</p> <ul style="list-style-type: none"> <li>● Further investment in communications</li> </ul> <p>Communications: investment in communications could be increased, considering the crucial importance of the impact JEF events can have on the public and other stakeholders depending on the visual material.</p> <p>The EB discussed possibilities for hiring photographers/film makers for events during the European election campaign, such as MEET<sup>1</sup> regional debates. The EB also discussed building an archive of visual materials from events - this may be a task for a future communications staff member.</p> |                         |
| <p><b>8. Secretariat update</b></p> <p>Judit gave an update on the wellbeing of the Secretariat. The team works well together.</p>  |                         |
| <p><b>9. TNF</b></p> <ul style="list-style-type: none"> <li>● <i>Kurier Europejski</i></li> </ul> <p>The revival of the Polish language version of</p>  | <p><b>Decision:</b></p> |

<sup>1</sup> Mobilise Europe = Engaging Together - Training series on inclusion, equality & diversity

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| <p>the JEF web magazine has started. Contact established with a local collaborator in Poland who could foster the development of this branch. Further contact with JEF Poland members and contacts in Poland is needed and very valuable for the continuation of the Polish language version of the TNF.</p> <ul style="list-style-type: none"> <li>● Draft resolution on the web magazine</li> </ul> <p>It was shared with sections, particularly JEF France and other sections working on the web magazine. It has been shared with the TNF editors. So far, not much feedback has been received, while feedback can be expected in the coming weeks. It is foreseen that the resolution will be supported. The resolution would contain provisions about copyright issues. The resolution should be presented and voted upon at the Congress in Madrid.</p> <ul style="list-style-type: none"> <li>● Contact with the <i>European Correspondent</i><sup>2</sup></li> </ul> <p>Collaboration with the European Correspondent could be established. This could be further discussed in relation to the synergies between the TNF team and the team at European Correspondent. However, there might be differences in the nature and journalistic practices of these two media outlets/organisations that should be considered.</p> <ul style="list-style-type: none"> <li>● Call for TNF's Editor-in-Chief</li> </ul> <p>The Call for Applications shall be launched at the start of October. The selection process shall last between late October and the first week of November. The selected candidate will be invited to join the European Congress in Madrid. The mandate would then start from the end of the year, lasting for two years.</p> | <ul style="list-style-type: none"> <li>- <b>Further collaboration shall continue with the network in Poland to foster the development and continuation of <i>Kurier Europejski</i>.</b></li> <li>- <b>Next drafting meeting will take place on 26 September, with the view of submitting the resolution two weeks before the Congress, according to the Statutes;</b></li> <li>- <b>The resolution will be presented and voted upon at the European Congress in Madrid.</b></li> <li>- <b>The timeline defined shall be followed and the selected candidate invited to the European Congress in Madrid accordingly.</b></li> </ul> |
| <p><b>10. Sections</b></p> <p>This discussion is not minuted to preserve confidentiality.</p>  | <p><b>Decision: -</b></p>  |

<sup>2</sup> The European Correspondent website: <https://www.europeancorrespondent.com>

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| <p><b>11. Federalist inspirations</b></p> <p>Gergana enlightened us on the importance of maintaining cohesion inside JEF.</p>  |   |
| <p><b>12. EurHope</b></p> <ul style="list-style-type: none"> <li>● Public consultation</li> </ul> <p>At the moment, there are <b>765,590</b> out of 1,000,000 votes (77% of target), and a total of 4,336 proposals, on the online platform. The current phase of the campaign ends on 1 October. Until then, new proposals should be created, especially including the following keywords: Treaty change, enlargement, democracy, parliament reform.</p> <p>Discussion on proposals on the platform which convey hate speech. Make.org is tasked to moderate the platform.</p> <p>Proposals can be posted until 22/09. Voting is open until 30/09. Priorities identified from the consultation will be presented in the Congress in Madrid, with the analysis of the Consultation following in the months afterwards.</p> <p>Discussion on engaging JEF sections in the digital acquisition campaign, which enables social media ad budget for the sections. The Meta platform has continued to cause issues for sections in utilising the opportunity. Make.org's support for getting sections' Meta ad accounts recognised was deficient.</p> <p><b><u>Debates</u></b></p> <p>In the spring, several milestone events will happen: Maastricht University debate between Spitzenkandidaten, EBU's debate for Spitzenkandidaten, YFJ's Level Up event, the planned debate for European-level political party youth organisations (indicatively JEF-organised, at European Economic and Social Committee).</p> | <p><b>Decisions:</b></p> <ul style="list-style-type: none"> <li>- Everyone who does not have an account yet should create one as soon as possible.</li> <li>- A call on social media will also be launched.</li> <li>- After the first phase of the campaign, popular ideas are elaborated together with our partners ahead of the European elections.</li> <li>- Next TF meetings will take place on 20/09 and 23/10. The first one will be a call for action just before the proposals' submission and voting deadlines.</li> <li>- It should also be recalled that users can and should report proposals they find inappropriate.</li> </ul> |

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| <p><b><u>Policy issues</u></b></p> <p>Discussion on the future of the Spitzenkandidaten process in 2024. JEF defends the Spitzenkandidaten system, and should fight against the system ‘dying in silence’.</p> <p>Discussion on Ursula von der Leyen’s declaration that she’ll not run for elections but prefers to be kept on the spot by being handpicked, hence reproducing business-as-usual.</p>   |  |
| <p><b>13. EUKkraine</b></p> <p>From our side, we should continue to focus on advocacy.</p> <p>Building synergies between Ukrainians and other young people from across Europe. Training would be needed if people from Ukraine were to be put in contact with JEFers in the framework of a pen pal scheme.</p> <p>Capacity-building should be developed for sections.</p>   | <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>- <b>Identifying and approaching sections with closer contact to Ukrainians and/or strong presence of Ukrainian population in their country/region.</b></li> <li>- <b>The idea is to develop a series of training, group discussions, and other frameworks for opportunities to foster work on peace approaches to sensitive and inclusive communication.</b></li> </ul> |
| <p><b>14. Europe What If</b></p> <p>The infokit was sent to the network during the summer. Erica prepared communication and dissemination materials.</p> <p>One of the upcoming tasks to be addressed after the summer period is to send to sections the updated infokit and request them to record the videos for social media. JEF Albania organised Europe What If, which will be shared further with the network during the Congress.</p> <p>Possibilities to create synergies between the campaign and project funding. Possibilities could go in connection with other relevant organisations.</p> <p><i>Europe What If</i> should be shared further with the network, to emphasise the fact that it is</p> | <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- <b>Creating an open folder with the visual identity that is accessible to all sections.</b></li> <li>- <b>Presenting JEF Albania’s pioneering event.</b></li> </ul>   |

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| <p>harder to continue activities when there is no EU funding and we are not necessarily working with JEF sections but rather interest groups and contact groups in the non-EU countries. The timeline for starting events if this funding were granted would be spring 2024, which would be in line with the EurHope campaign and EP elections aftermath.</p> <p>“Enlargement and reform” as the thematic tandem of Europe What If?</p> <p>Sections’ engagement will be coming from Switzerland (autumn) and the UK (rejoining Horizon, etc.).</p>   |   |
| <p><b>15. IO meeting</b><br/>The date for the International Officers’ meeting was discussed.</p>   | <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- <b>The date for the next IO meeting is 10th of October at 6.30 pm CET.</b></li> </ul>  |
| <p><b>16. Towards the next JEF mandate and handovers</b><br/>The EB discussed the next mandate and transfer of knowledge.</p>  | <p>Decision:</p> <ul style="list-style-type: none"> <li>-</li> </ul>  |
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| <p><b>17. Database update presentation</b></p> <p>Robin and Helena presented the current status of the JEF Europe membership database. The current version of the database is not reliable for sending emails, which is a bug of the current version. Creating a back-up of the database, and updating the database to a new version, should help solve the issue.</p> <p>Accessible via the WordPress admin panel on the JEF Europe website back office, the database is a secure solution for storing membership data. Widespread use of the database could for example greatly facilitate the annual reporting of membership numbers per section.</p> <p>On the “Manage Groups” tab, a next task is to review which “Groups” are relevant. For each section, there’s the “members”, “newsletter” and “admin” groups: this</p> | <p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- <b>Judit will discuss with Andrew the takeover of the database management, with the view to complete the upgrading by the end of October (as per Operating Grant reporting deadline);</b></li> <li>- <b>Helena and Robin will coordinate with Andrew for this task when needed;</b></li> <li>- <b>Helena and Robin will prepare a summary of the presentation delivered.</b></li> <li>- <b>Once internal structural issues have been fixed, outreach and dissemination will be implemented with sections/the network.</b></li> </ul> |

enables the “admins” of the national section to view who from that country is a member, and who receives the newsletter, without seeing the data of other sections’ members.

It is to be noted that even if a member is in the database, JEF Europe cannot email them unless the member has signed up for the JEF Europe newsletter. The national section can email their own contacts via the JEF Europe database.

The database is only useful if membership data is regularly imported into it, and updated. An unresolved issue is the fact that the JEF Europe database features the data of small sections without their own database solution, but bigger sections typically have their own databases and don’t import data into the JEF Europe database.

Already previously, the EB had discussed the difficulties with onboarding sections to the JEF Europe database, given the varying data handling arrangements of sections (e.g. involving the national European Movement section), and sign-up avenues. Depending on the willingness of sections, importing at least the data that sections already provide to JEF Europe as part of their annual membership statements may be feasible. JEF Europe should offer a high-quality database solution, which sections can choose to join if they wish.

The Membership Officer should have responsibility for operating the database, while the Policy Officer would have responsibility on updating information about JEF’s political contacts. Andrew has already received training on the database.

Potential use cases of the database include facilitating the membership statement process.

Sections need to have an updated data protection policy when they sign the template for signing up on the database.

\*Handover to next EB: all sections that have a

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| <p>page on the members page of the JEF website have that policy signed; sections must have such a document within the documents they require when they constitute their section. This needs to be made more clear.</p> <p>The EB acknowledged that a majority of sections can benefit from a safe data storage framework for membership data. Development of the membership data solution for JEF should proceed step by step.</p>   |  |
| <p><b><u>20. Congress</u></b></p> <p>Upcoming PC and Task Force resolutions are being discussed. The EB also discussed the ongoing monitoring procedures, on which updates are to be made in the Congress.</p> <p>Personal changes in JEF Spain caused some changes in terms of the venues that are available. The programme, timeline and accessibility of the venues is discussed.</p> <p>The Congress Presidium was discussed. Ophélie Omnes, Leonie Martin, Sonja Afanasjeva and Valentin Dupouey are already invited. Milosh Ristovski will be Returning Officer. Gerhard Soyka is to be asked as the fifth Presidium member.</p> <p>Logistics of the farewell speeches were discussed. The process of confirming a venue for the Saturday night was discussed.</p> <p><b><u>MEET the Candidates event</u></b></p> <p>Organisation of an online event where candidates for the EB are presented was discussed. The format, moderation, date and time were discussed. The event should take place on October 25.</p> <p>Registrations status: Andrew to send a message on Slack with the status on Monday. There is one more week left (deadline 25/09), so that we can reach out to our sections and ask them to speed up with registration of delegates.</p> | <p><b>Decisions:</b></p> <ul style="list-style-type: none"> <li>- <b>The EB report is to be prepared for presenting at the Congress. So is the Financial Report.</b></li> <li>- <b>The Solidarity Fund Committee will be composed of Judit, Helena and Flavia.</b></li> <li>-</li> </ul> |

