

EB meeting minutes (8-10 December)

Thursday 7th	
15:00 Workplan final conference (For those who can)	
17:00 - 19:30 JEF COYV reception (For those who can)	
19:00 Assembly JEF Hungary (Christelle)	
Friday	
get to know each other	
18:30 - 19:00	<ol style="list-style-type: none"> 1. Opening 2. Code of conduct (contact persons Alexandros and Kati) 3. Adoption of agenda 4. Adoption of draft minutes of the past board (8/11)
19:00 -20:00	5. EurHope presentation by Antonio
20:30	Dinner
Saturday	
Morning 09:00 - 09:30	<ol style="list-style-type: none"> 6. Code of conduct 7. Expectations 8. Set up federalist inspiration
09:30 - 10:00	<ol style="list-style-type: none"> 9. Statutory bodies and functioning of JEF (Xesc) <i>FC JEF Germany (Christelle)</i>
10:00 - 10:30	<ol style="list-style-type: none"> 10. EB <ol style="list-style-type: none"> a. Personal strengths and expertise b. What do we want to learn <i>FC JEF Germany (Christelle)</i>
10:30-10:45	Break <i>FC JEF Germany (Christelle)</i>
10:45 -11:00	11. Networks of JEF (Judith, Xesc, Hanna Christelle)
11:00 - 11:30	12. What do we want to do / change / make better
11:30 - 12:45	<ol style="list-style-type: none"> 13. Portfolio allocation <ol style="list-style-type: none"> a. Section and policy overview b. Portfolio allocation
	Lunch and round of personal updates
14:00 - 14:30	14. How do we want to work together / expectations
14:30 - 15:00	15. How to work with the secretariat (Judith & Christelle)
15:00 - 17:00	<ol style="list-style-type: none"> 16. Meeting with the Secretariat Getting to know each other Defining EB and secretariat roles and how to work together
17:00 - 17:15	Break

17:15 - 18:15	17. Political priorities of the mandate
18:15 - 19:00	18. 4 year strategy 19. Action plan 2024
	Dinner and more teambuilding! Green Christmas
Sunday	
09:00 - 09:45	20. Code of conduct 21. Financial update + discussing of internal audit report 22. Reallocation of the operating grant Dreams
09:45 - 10:30	23. Advocacy 101 and how to be a spokesperson (Christelle) 24. How to do press work / How to tweet / Communication (Martin & Christelle)
10:30 - 10:45	Break
10:45 - 11:45	25. EurHope 26. Upcoming dates and actions a. Calendar of events for 2024 27. Projects and how to support sections and advocacy
11:45 - 12:30	28. How to be a good contact person (Christelle) 29. Monitoring procedures
12:30 - 13:00	30. Call for SG 2024-2026 31. AOB a. Feedback round b. EB video c. Next EB meeting
13:00 -	Lunch Individual work of EB members Christmas market Departure

Present: Christelle, Xesc, Martin, Aléxandros, Judit, Kati, Nikos, Hanna, Alexiane

Minutes: Christelle, Aléxandros, Alexiane (review Xesc, Christelle)

Friday	
1. Opening The President opens the meeting. 2. Code of conduct (contact persons Alexandros and Kati) Kati presents the Code of Conduct. 3. Adoption of agenda	Decisions: - Agenda adopted - Minutes of 8/11 adopted

<p>4. Adoption of draft minutes of the past board (8/11)</p>	
<p>5. EurHope presentation by Antonio Our former president, Antonio, presents the EurHope campaign and it is discussed by the EB.</p>	<p>Decision: -</p>
<p>Saturday</p>	
<p>6. Code of conduct Kati recalls the Code of conduct.</p> <p>7. Expectations The members of the EB share their expectations.</p> <p>8. Set up federalist inspiration Christelle gives and explains a quote for federalist inspiration. <i>Pistone in Raison d'Etat and peace</i> <i>"The conviction of militant federalists that they are carrying out a vital role - a role in whose absence, in other words, the struggle for peace is destined to fail. (...) their awareness of the historical responsibility of federalists (...). However, the indispensable sense of importance and pride generated by this awareness must not be allowed to turn into intellectual contempt for non-federalist supporters of the central value of peace, but instead accompany a realisation that there exist other essential roles to be filled - roles that merit the utmost respect."</i> Christelle recalls the importance of allies in our federalist activism and how we can be supported on some points, and be supporters of others on different points (activists against the climate crisis for example). Federalism is uniting different struggles, treaty change is a perfect example of it as it allows organisations with different goals to fulfil them. ROle of the federalists to clarify how federalism is the solution for peace, for democracy, for human rights, for rule of law, etc. <i>"Militant federalists should continue to work in jobs that would guarantee their economic independence while still leaving them enough free time to devote to their federalist activities."</i> Christelle links it back to the role of the EB as volunteers.</p>	<p>Decision: Alexiane will do the federalist inspiration in the next board meeting.</p>

<p>9. Statutory bodies and functioning of JEF (Xesc)</p> <p>Xesc presents the Statutory bodies and functioning of JEF from JEF Europe to the national sections, local sections and regional sections, but also the internal function of the European Congress to elect the FC - Federal Committee (political and organisational tasks), the EB - Executive Board (general management of the organisation, execution of the decisions of the FC), the AB - Arbitration Board (solving statutory disagreements among members and sections), and the AC - Auditor's Committee (checking accounts, finances, governing procedures).</p>	
<p>10. EB</p> <p>a. Personal strengths and expertise</p> <p>b. What do we want to learn</p> <p>The members of the Board share their personal strengths and areas of expertise, as well as their learning wishes.</p>	
<p>11. Networks of JEF (Judith, Xesc, Hanna, Christelle)</p> <p>Judith presents Civil Society Europe and the advantages our membership offers to JEF. They have the intention of creating, and there is an intention for them to create a Treaty Change Working Group and, in this case, we would be considered the experts on this topic.</p> <p>Xesc, Hanna and Christelle present other networks we are members of or have elected representatives in: European Youth Forum, World Federalist Movement, Union of European Federalists, European Movement International, Civil Society Europe, Advisory Council for Youth of the Council of Europe, and Generation Climate Europe.</p>	<p>Decision: -</p>
<p>12. What do we want to do / change / make better</p> <p>EB discusses ideas to improve JEF. Ideas are reflected in points below.</p>	<p>Decision:</p> <p>-</p>
<p>13. Portfolio allocation</p>	<p>Decision:</p>

<p style="text-align: center;">a. Section and policy overview</p> <p>Christelle presents the different portfolios, projects, campaigns and policy areas.</p> <p style="text-align: center;">b. Portfolio allocation</p>	<ul style="list-style-type: none"> - Portfolios and section contacts are allocated among the members of the EB.
<p style="text-align: center;">14. How do we want to work together / expectations</p> <p>The Board shares their ideas on how to work better as a team. Brainstormed points include:</p> <ul style="list-style-type: none"> - Trainings for the EB and for the EB/FC/Secretariat - Need to plan and be proactive instead of being reactive, bank of ideas at each meeting (10-15 minutes of ideas) - Apply innovative forms of communication for our meetings - Brainstorm and define in advance ways of celebrating our successes. - Have a culture of acceptance among us and motivate each other (“be each others’ cheerleaders”) - Trust in ourselves and fostering a problem-solving mentality - Ask for help and share problems with a culture of openness and non-judgement - Mental health and volunteer balance focus. - Taking the double capacity of SG in the day-to-day tasks into consideration - Communicate deadlines clearly. - Stick to official communication channels, such as formal emails and Slack, for documentation and transparency reasons. - Guarantee free flow of information, feedback mechanism and sharing info asap - Never share confidential information. - We should be using Slack with starting with the messages where we are tagged, and afterwards reading the rest - WhatsApp: flag messages that are urgent or important with specific emojis and words to less crucial/emergency characters. 	<p>Decisions:</p> <ul style="list-style-type: none"> - EB agrees on a response time of 2 days for all queries outside of previously flagged time-off - EB to communicate clearly when we are off/busy, and update calendars accordingly

<p>The President proactively wants everyone to be giving her feedback, so we can have a 360° feedback culture.</p>	
<p>15. How to work with the secretariat (Judith & Christelle)</p>	<p>Decision: Postponed to a next meeting</p>
<p>16. Meeting with the Secretariat The Board meets with the Secretariat to get to know each other and define tasks.</p>	<p>Decision: A meeting to brainstorm new projects will be organised.</p>
<p>17. Political priorities of the mandate The EB debates the priorities for the mandate.</p> <p>Will to be the “peace mandate”. We need specific knowledge, capacity building and prepared material on peace.</p> <p>The federalist peace-building priority should build on the idea of positive peace. Negative peace is the absence of war and while positive peace is a situation in which wars are not possible. Federalism is the solution we got for peace, through this priority we wish to bring it more to the forefront of our work. Ideas mentioned include: peace topics in the federalist academy, showcase the peace-related aspects of all our other campaigns and projects, brainstorm on project proposals that have to do with the peace in January.</p>	<p>Decisions: The priorities for 2023-2025 are</p> <ul style="list-style-type: none"> - EurHope (incl. elections, treaty change, and enlargement) - Democracy under Pressure and rule of law - Federalist peace-building - Schengen + capacity building of sections
<p>18. 4 year strategy The current 4 year strategy finishes in 2024 and a new one will have to be adopted by the Autumn FC 2024 in Tartu. Sections and FC to co-construct this strategy and have agency in the process (consultations, etc). Alumnus will also be invited to contribute.</p> <p>Work before Tartu. To make sure to include all participants, especially the newest one, to make sure that everyone is on equal footing. Preparation for the webinar.</p> <p>Identify the priorities/vision to achieve in 4 years, and then, list the concrete steps to take.</p> <p>19. Action plan 2024 The EB drafts an action plan for 2024. The</p>	<p>Decision:</p> <ul style="list-style-type: none"> - EB to hold a session in FC Tartu about the 4 year strategy process. - Kati to prepare an information meeting on the 4 year strategy before Tartu. <p>- EB to read the action plan 2024 by</p>

EB discusses specific actions to be taken during the year to fulfil each of the priorities of the current 4 year strategy. The EB notably discussed:

- Alumni: find new ways to involve them. regular meetings (monthly or quarterly) - share expertise, find ways to engage them; to hear from their vision for JEF.
- New capacity building training from the network - where they can send members to train them on how we can run associations (on a daily basis) - topics about HR, finances, memberships, activities, etc.
- Record good practices and expertise through videos, factsheets about specific topic; invite volunteers who are topical experts to PC talks to provide insights to everyone.
- JEF Europe to help sections / offer resources to include Code of Conduct minimum standards. JEF Europe on-granting to be conditional on the existence of a Code of Conduct.
- Relaunch of Europe@School: at the European level
- Expanding our network of journalists - to get our point across
- Reflect on the new Parliament's structures. Work on new EP structure, new change of main posts & Spinelli group.
- Work on language accessibility and translation when possible (policies/press releases) and every material to be editable on Canva for section to translate. Gather a pool of translators.
- Co-construction of campaigns with sections, possibility for sections to adapt messages, and strategy.

the next online meeting & help complete it.

Sunday

20. Financial update + discussing of internal audit report

Judit explains the current financial situation of JEF Europe.

End of 2021 budget: 500 000 euros

End of 2022 budget : 700 000 euros

End of 2023 budget : c. 1 Million euros.

Most are public grants with already identified spending items. There is little amount that is uncommitted to a specific spending.

The office : 100 000 euros per year > 10% of the budget.

We should promote the JEF Europe office as a venue for an event. NGO friendly price and need further investments to make sure that the venue is good for other types of events & external organisations renting. We are sub-renting rooms to the senior experts organisation and rural youth Europe.

JEF has carried losses because of not ensuring co-financing (now we apply when we know how to co-finance and with whom). Also inflation really took its toll.

JEF can be in a stronger place financially - need to get more secure funding.

We will keep applying for big grants (Commission, EU Parliament, Council of Europe) to organise trainings.

34 190, 89 euros in the bank account currently.

Cashflow management: managing the different timing we receive the money from grants and when the money is spent as some is received in advance and some after.

Now, we do more micro and on-granting than before so we need cashflow strategy. Need for restructuring the process to make sure that micro-granting does not pose a threat to JEF Europe's finances and to sections'.

Decision:

- **Judit to send the office flyer to the EB to promote the office rental**
- **The EB supports the operating grant's reallocation as presented.**
- **A quarter executing of the 224 budget to be made available to the board.**

Target to stabilise our budget: sub-renting & looking for new partners, such as private sources of funding.

Use the opportunity of the four-year strategy to discuss changing the rules regarding membership fees. The latter can only be changed at a Congress.

The Internal audit report is discussed. It stipulates some of the above points. EB to take active part in financial discussions and decisions.

21. Reallocation of the operating grant

Christelle presents a proposal to reallocate the part of the operating grant that had been financing the full-time presidency, after a discussion with the VPs, the treasurer and the SG:

- Reimbursement of travel costs to the FC meetings for directly-elected and coopted FC Members + one TNF editor travels to the FC (max 250 euros and as per the unit cost system)
- Starter kit for new and small sections (flyer, banner etc) = communication materials will differ from one section to another.
- Training for sections in Brussels (40 people) = 2 trainings at the same time (groundlevel and advanced training). Covering accommodation, travel and food.
- Investment in the office, in particular for hybrid meetings : nicer space to use and rent.

The rest of the financing of the fulltime president was under projects and can only be reallocated to salaries:

- recruit an intern for advocacy/coms
- promotion of the office /administrative and membership support.

One of the internships will be financed through the Eurodyssée programme.

22. Advocacy 101 and how to be a spokesperson (Christelle)

Decision:

- Both points 22 and 23 are postponed Moved to an online meeting

<p>23. How to do press work / How to tweet / Communication (Martin & Christelle)</p>	
<p>24. EurHope The EB brainstorms ideas for the election campaign. Ideas already put forwards/ ongoing</p> <ul style="list-style-type: none"> - weekends for Europe: demonstrations, flyers distribution - youth parties/young candidate debate - MEPs pledge to support Agenda of Hope's proposals should be displayed on the = the national section's website should display it. - civic education for 1st time voters (JEF France shared resources) + materials that would make people understand how to vote in different country (if it does not exist). - transborder event for sections that share borders; - EurHope twinning actions and meetings; <p>Further ideas</p> <ul style="list-style-type: none"> - from the High School Union (2015) 200 MPs, meet every single MEP before the elections. Talk about their expectations, goals and make them familiar with the organisation Could scale that up at the EU level with awards rather than a competition. - parade with torch, banners, slogans, at night => light of democracy. - media package and press release to all national outlets. <p>Every EB member is invited to attend the upcoming Taskforce Election call.</p> <p>25. Upcoming dates and actions a. Calendar of events for 2024 The EB reviews the calendar of events for</p>	<p>Decisions:</p> <ul style="list-style-type: none"> - EB-FC meeting: 16-18 February in Brussels.

<p>2024.</p> <p>26. Projects and how to support sections and advocacy</p>	<ul style="list-style-type: none"> - Point 26 moved to a future online meeting.
<p>27. How to be a good contact person (Christelle) Christelle gives a presentation on the role and tasks of a contact person, as well as tips to be a great section cheerleader!</p> <p>28. Monitoring procedures</p>	<p>Decisions:</p> <ul style="list-style-type: none"> - Christelle to send a document explaining how to conduct a first meeting with a section. - EB to reach out to former EB for handover - EB to propose to their sections to have a meeting regularly (every 4/5 weeks) - Point 28 - Monitoring decisions to be discussed in an online EB meeting.
<p>29. Call for Secretary General 2024-2026</p> <p>The current Secretary General (SG) mandate ends in Spring 2024, so a call for SG for the 2024-2026 mandate will be launched as Judit doesn't wish to commit to another mandate.</p> <p>30. AOB</p> <p>a. Feedback round The EB does a round of feedback on how the first meeting went.</p> <p>b. EB video Hanna and Aléxandros are recording the EB video.</p> <p>c. Next EB meeting</p>	<p>Decision:</p> <ul style="list-style-type: none"> - Judit to draft the SG call and assist in the recruitment process - Next in person EB meeting will be held in Brussels on the 1-3 March to conduct interviews of candidates for the position of SG. <ul style="list-style-type: none"> - EB online meetings every other Thursday, 7.30pm CET. - Exceptionally, next online EB meeting is on 20 December at 7pm CET.

Meeting finishes at 13:35 CET.