**M I N U T E S**

**IYNF Presidium meeting**

**30th of May 2017**

**19:00 – 21:00**

*Approved 11th May 2018*

Present: Ana Teresa Santos, Sabine Baumgarten, Thomas Gits,

Absent: Tilo Podstatny

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| **Points to be discussed/decided:** | **Conclusions/Decisions** |
| **1. SG appointment decree**  | Ana Teresa informs that the SG appointment decree shall be signed asap. The Presidium needs to decide on a date when Ondrej Bradac will be appointed as the new SG of IYNF.From 1st of June onwards Ondrej will join Presidium Skype meetings. This date is chosen because it has always been his starting date and it is aligning with the contract and all the communication of the last 3 months. Therefore, the idea is to appoint Ondrej as official SG on the 1st of June. Note: the minutes from the Presidium Skype meeting where the Presidium appoints Ondrej as the SG will be needed as proof for the Municipal Court.Ana Teresa will take care of the official minutes & Thomas will send the required documents to Prague to Ondrej with a postcard and instructions. |
| **2. Ondrej Bradac contract for SG position** | The contract has been prepared by Ana Teresa and reviewed by Adriana.Ondrej will communicate with Prodimo and sign the contract on the 1st of June. |
| **3. Skype meeting with Lars and Vanessa about NFI financial issues** | Thomas has shared the minutes and a document with a summary of the Skype meeting. Thomas will check e-mail from Sabine with information about which documents to send to Lars that will send them to Andrea from NFI. |
| **4. IYNF Council** | The Council date is approaching and related documents need to be prepared.Thomas will write introduction letter for the network, mentioning the crisis situation of IYNF. NFJD wants a clarification about the Motion Committee: Idea: ask Jannis and Fenja to write a draft on what the Motion Committee should be. Tilo needs to be asked if he could contact them with this suggestion.Thomas will explain to Henrique that NF Azerbaijan can have a delegate and can vote and put up motions. Ana Teresa and Thomas will review the Workplan 2017 (Workplan 2017\_draft\_ May 2017). |
| **5. FOC situation** | After starting as FOC at IYNF on the 24th May, Alexandra has resigned on the 26th May, overwhelmed by the amount of work and lack of conditions for handover.Since then, Sabine has been considering the option of resigning from her position as Vice-President in the Presidium to temporarily cover the role of FOC in the office, until a new permanent FOC is found. We need to put the call online again for the FOC position asap. It is better to include Ondrej in this process as he will function as Head of Office from June forwards. |
| **6. Next Skype meeting** | Welcome Ondrej skype – 1st June, 18h00 CETregular PM skype – 5th June, 19h00 CET. |