

MINUTES

IYNF Presidium physical meeting 08-11/03/2018

Approved 30/05/2018

Present: Thomas, Tilo, Sina, Ondra, Zoli, Ana Teresa, Henrique

Absent: -

Points discussed/decided:	Conclusions/Decisions
Thursday 8th March:	
1. Opening session and expectations from the meeting	<p>Overall summary of expectations from the various members of Presidium and the office:</p> <ul style="list-style-type: none">● getting idea on plans for the next years – strategic plan of IYNF for 2019 and beyond● performing SWOT analysis of current IYNF situations as well as analysis of its target groups and their needs● short-term tasks and agenda connected with arranging the General Assembly● to share discussions on who wishes to continue with IYNF and how knowledge could be transferred – to prepare a handover which will make the transfer between the two terms of the presidium smooth and will ensure continuity.● how to improve internal cooperation on different ideas and what measures to take to meet everyone's needs. Clear and concise understanding of the competence and responsibility division● to learn more about the Workplan 2018 and what is the role of the document, how it can be practically utilised● to address the KA2 project from the presidium members, to have a strategic discussion about it and its role in IYNF strategy● to create motions for the upcoming General Assembly● to discuss other projects that have emerged within the network, and how can those be combined with the overall organization strategy <p>In expectations from the meeting as such, most of the PM mentions good atmosphere and resolution of potential conflicting situations and also expresses hope that the meeting won't get too bureaucratic. It is also discussed what measures to take in order to ensure smooth and pleasant communication and cooperation during the presidium meeting. A list of simple „house rules“ is established in order to achieve effective, yet pleasant cooperation. Measures such as energizers, using feedback method (addressing things, not people), taking enough sleep, working sometimes also outdoor and clear delimitation of working hours are agreed on. It is established to have a minute taker (time-keeper at the same time) as well as moderator for each session.</p>
2. Update on the financial situation of IYNF in 2017 and 2018	<p>Ondra informs on the need to change the Audit company due their price hike compared to past year (300% increase). New company 22Hlav is still more than twice expensive as what IYNF has been used to (9000 CZK/year), but it was probably the best option IYNF could have taken. The External audit and final closing of accounts is planned for 27/03, the report is due 09/04. Internal audit still to be confirmed, but most likely will take place 13/04.</p> <p>Ondra presents the 2017 budget incomes based on the projects and remarks that the figures of expenditures are not yet complete. Mentions existence of reserves on BAWAG account, yet without precise indication about their amount, since it's difficult to distinguish between reserves and money for current liquidity. The plan for 2017 is to end in an insignificant loss (about 3-4 000 EUR). 11.800 EUR of 2014/5 NFI debt will be taken care off with a testimonial which will enable IYNF to relieve those from the budgets and mark as liability. 15 000 EUR for 2017 youth fund has been received in 12/2017. Remaining approx.. 13.600 EUR will be received in 03/2018 and counted as revenue of 2018.</p>

	<p>Waiting for results of the operating grant EACEA (50 000 EUR). Last year EACEA grant has been used up to 80% (approx. 40.000 EUR). Returning non-utilized money is possible in this grant, though from the organization perspective it is definitely not desirable. Ondra gives report on other figures related specifically to other grant schemes. Ondra proposes to share the Audit report and its complete documentation including the State of Accounts with the presidium – ideally with a specific reference person chosen for this role. If this person is not identified until the audit, Ondra will share the documents with complete presidium.</p> <p>For 2018 budget, Ondra admits most of the figures are of course estimations. The budget counts on not receiving 2018 Workplan from EYF. The MO membership fees are expected to be 12.000 EUR on top of the 10% NFI contribution, but it is still to be taken care of properly and hopefully it will amount to more. At the moment the expected loss for 2018 is 19.000 EUR, but with adding the 13.600 EUR of 2017 youth contribution from IYNF, nominally the loss will be about 5.400 EUR. These figures will of course still change.</p>
<p>3. Update on the YFJ Council of members 11/2017</p>	<p>Ondra and Zoli inform that they have capacities to represent IYNF at the next COMEM. Since there is one delegate covered, agreed it should be Zoli /continuity with the previous COMEM/ and Ondra will apply as extra delegate, if this is possible.</p> <p>Tilo updates the rest of the group on the achievements from the last COMEM. Informs that a platform on green and social topics has been established in cooperation with the YEE and FYEG /Young Greens/. Achieved that approx. 20 member organizations supported YFJ becoming more sustainable /consisting of particular measures how to reach that communicated with the YFJ board already/ and there is expected a report from the board on how the process of adopting those measures is going on.</p> <p>There is also an idea on a workshop on climate change. IYNF does play a role in this, but currently it is about the FYEG to prepare a draft of the workshop and communicate it with IYNF.</p>
<p>4. Idea of better communication within the IYNF decisive bodies: Council Skype</p>	<p>Tilo suggests that it would be desirable to attract really the decision making people within the IYNF member organizations to take part in the processes in the network and gives suggestion on conveying the Council in the future via skype. At least definitely to be able to collect the contacts of the real decisive people and maintain the contact list fresh. Those would ideally be the President of the national Board of each MO /or member of the board/ and the Secretary General of the MO. Sina suggests that every Presidium member would take 1-3 MOs on responsibility and coordinate the communication with them in order to identify and reach the people in charge. Tilo suggests to merge the contact lists we have at the moment into one list and update from that point. Agreed by all the present people.</p> <p>Situation with the current IYNF database: Henrique remarks that the main reason why it's not in use anymore is that it's very contra-intuitive. Therefore it doesn't seem likely that we would be able to re-establish it on the current platform and rather we would need to look for new solutions even on the level of software.</p>
<p>5. Zoli's update on the skype with Balint regarding the recent danger of Stop Soros Law in Hungary</p>	<p>Zoli says that according to Balint's opinions there is only 5-10% chance for the bill to get through, since it's apparently part of the propaganda before upcoming HUN Parliamentary election coming 06/04. It seems IYNF shall not be impacted at all, but the taxing of the funds could impact TFSZ. It is suggested that IYNF should put a motion on its standpoint given the current right-winged populism that is on the rise in European countries and add it on the agenda of the General Assembly.</p>
<p>6. The practical rules for participants and trainers regarding IYNF international activities</p>	<p>Given some difficulties in the past year's activities, it is discussed how to approach last minute cancellations of participants and difficulties with follow-up communication with the trainers and participants.</p> <p>It is agreed that the participants should send IYNF: EITHER screenshot of their travel documentation, OR refundable deposit of 50 EUR. If NEITHER of it is received by 3 weeks before the start of the event, the place will be offered to the next person on the waiting list. This is communicated already with the 1st infosheet for the event. Evaluation of applications takes place based as much as possible on the real motivation and not the role of the person in the potential statutory meeting that can occur in the same period of an international activity. Tilo suggests this approach to be revised after one year (04/2019) in order to see whether it didn't contribute towards alienation between IYNF and its MOs.</p>

	<p>Considering difficult follow-up communication with some trainers, Ana Teresa reminds about previously existing practice that trainers always have received (and it should be until now mentioned in their contracts) their reward only based on delivering all the outcomes of their cooperation including final report. This practice should be exercised still, though in 2017 given the fluctuation and related difficulties it hasn't been the case.</p>
<p>7. Finalizing the evaluation of the BorderFree Solidarity 2017 year /including skyping with Sabrina/</p>	<p>Ana Teresa: In general satisfied with the final evaluation meeting of BBF event. Not such a case for RYV, where the evaluation stood on more superficial level /we actually had about 20 minutes for this and the skype meeting didn't happen, since nobody really expressed the need. The follow-up meeting should have taken place definitely, instigated by the coordinator of the event.</p> <p>Tilo: nobody should really be at the same time the participant and the local support. The groups we visited in Frankfurt quite often didn't have a clear idea about who we actually are.</p> <p>Henrique: Mentioning that there has been a not very sensible feedback to Milan on his attitude during the event, which didn't contribute to him being able to get the best learning experience out of this. Suggesting that we are able to better describe the reasons of discontent and give a proper feedback.</p> <p><i>Discussion on the role of Presidium and Secretariat members at the activities:</i> Sina remarks that Presidium members should represent the organization during the activity /eg. In Heerlen we gave insight into what it means to be part of IYNF Presidium, presenting IYNF values etc. Ondra has never perceived presence of the Presidium/Secretariat members as so special and only appeals on keeping the same processes during the application as with the common participants. The people from the Secretariat should be involved in the activity if they are supposed to produce the outcomes. Also supports the main coordinator to be able to participate in the activities as much as possible. Ana Teresa remarks Presidium/Secretariat should take as equal part in the activity as possible. Ondra thinks that it should be taken into account that the people really have different roles and commitments which sometimes make it not possible to take full involvement in the activity.</p> <p><i>Learning Outcomes:</i> Tilo: Some activities are more exhausting than one initially thinks, sometimes less is more. Sabrina: learning a lot of different processes and how to structure own work and work of others, to delegate tasks. Also learned what is possible to do in one week and what is not. Henrique learning a lot thanks to the complicated process of preparation of GOB. The complicated process of multitasking. Also realizing that working under pressure is actually a good learning experience. Ana Teresa: putting together the know-how and expertise with the stuff she didn't know about the topic which was very challenging – finding a way how to connect this better with the youthwork. Amazing learning experience working with different teams during the project. How important is to give up on the complete control.</p> <p>Idea on having a tool with concise information on how all the recurring processes such as international activities, applying for projects etc. in general go. Ondra sees this as quite a short bullet-point style document, max. 4 pages per each subject, and admits he has been holding the process since he never found time for identifying the fields which should be covered by the Manuals. Suggests that the work on the international activities part of the manual doesn't necessarily need to wait and it can be merged together later. Tilo suggests the colour code division and also a good division on topics covered by policies, regulations and guidelines. Ana Teresa offers help on writing the document focusing on international activities.</p>
<p>Friday 9th March:</p>	
<p>8. Analysis of IYNF's target groups and their needs</p>	<p>The day is started with discussion on the TARGET GROUPS of IYNF and their NEEDS, which is supposed to lead towards overall SWOT analysis of current IYNF situation. The results of first round of discussion are following:</p> <p>TARGET GROUPS and their NEEDS:</p>

	<ul style="list-style-type: none"> - Young people, youth workers in general, people with need to develop specific competences: To make new friends, Travel & see Europe and learn while having fun, Competences Development (also through opportunities IYNF only links them to), discovering their resources and learning from experience. Activities for “every” young person, not only for the relatively high-threshold target groups IYNF aims on. To develop youth work competences (NFE, project management etc.) - Youth organizations and MOs, employees of those and representatives of organizations with similar focus: To share their local realities and show IYNF what they are doing in their organization, Create and develop initiatives to participate at local/national level: coaching, motivational support, peer education, online needs: awareness /campaigns /information/ lifestyle, contacts, connection, calendars exchange, platform, to find partners and friends to create the projects with - EU institutions and other bodies: To have the capacity to influence youth policies at EU level - People interest with sports as specific group - Target groups of summer camp – lower threshold - Young people active in European students networks such as ESN - IYNF Presidium/Secretariat <p>The needs are recorded, but it is agreed that the overall discussion should probably be taken during the new term of the Presidium.</p>
<p>9. Plans of the Presidium and Secretariat members for the upcoming term of Presidium 2018-20</p>	<p>Thomas: The Presidium experience ends for him on 12/05. From there on sees his role rather as a coach/alumni, but not really as the part of the regular steering of the organization. Not candidating into the Presidium and wishing to take an overall break from the organization.</p> <p>Tilo: Perceives problem in saying no and overestimating his own capacities. You can only do so much with two hands and one head. Sees himself as being able to continue with IYNF. Sees the opportunity as representative of the IYNF within the NFI world. Not being in charge with the YfJ and other external representation of IYNF. Studies are priority. Tilo would like to candidate for the President of the organization. Willing to dedicate powers to the communication with the member organizations.</p> <p>Zoli: Not planning to apply for the Presidium. Wants to focus recently more on the business career, which will not be compatible with the full involvement with IYNF. Also there is a plan to move to USA for some time in the upcoming year.</p> <p>Sina: Starting in the presidium was a jump into cold water. Planning to stay in the Presidium as Vice President. Would like to bring some more NFE methods into IYNF.</p> <p>Ana Teresa: Always had the intention of staying for 1 mandate only. And this hasn't changed, so AT is not going to apply for the Presidium, though is able to support the process of handover and knowledge transfer. Plans to stay with GIAN-Gio. Can be involved with concrete project ideas. Also ready to work in freelance arrangement.</p> <p>Henrique: It is no secret for everybody that Henrique has manifested intentions to leave IYNF already since Šárka has left IYNF and the organization has lost structure. This has also brought some stagnation and need to take care of many responsibilities. The KA2 project is very important for his personal development and big motivation for his future with IYNF. Henrique needs to get guarantees from the Secretariat/Presidium that if the project will get approved, something will actually change in terms of reception/rewarding of the employees.</p> <p>Ondra: Last 9 months have been amazing in the sense of learning and begin able to lead and steer an organization. At the same time he has been experiencing chaos and anxiety about how to cope with the SG role especially given insufficient hand-over and need to immediately start performing. Nervous and anxious about managing the presidium reality and the office reality simultaneously. Ondra struggles with this a lot, especially trying to bridge the very diverse reality between the particular dimensions and worlds within IYNF. Ondra expresses openly that sometimes the cooperation with presidium is bringing big frustration, though he understands the</p>

	<p>particularities of voluntary work. Also he claims there is a certain risk of burning out, especially if too detailed and unpractical matters demand too much of his attention and he continues struggling with being even able to touch the strategic and conceptual matters.</p>
<p>10. Discussion on the task division between Presidium and Secretariat</p>	<p>The discussion takes place on the mutual communication between Presidium and Secretariat, given some past misunderstandings and discrepancies in the ideas of us all about how the communication should go. In combination with the already existing materials (IYNF Presidium Handbook) and reflecting on the challenges from past months, a task division is established followingly:</p> <p>Presidium is responsible for:</p> <ul style="list-style-type: none"> - external representation of IYNF (within the networks and platforms IYNF is a member of such as YFJ, UNFCCC or United) - strategic communication with NFI and representation by NFI - in finances Presidium needs to approve utilization of extra money (reserves), keep track of the flow of the money and the grants - entire process of creating, editing and approving policies - revision of Statutes and other strategic and supporting documents (Presidium handbook) - communication with MO also when it comes to lobbying and support of the youth contribution collection, keeping and strengthening contact with the MOs - should count on spending 5-10 hours/week on voluntary work for IYNF (based on the “Presidium survival kit” + being available for regular skypes and 3-4 statutory physical meetings per year - choosing and dismissing the Secretary General, evaluating regularly his work - of course new initiatives, particular projects or partnerships can be taken care of as well + some proof-reading of projects is always welcome <p>Shared responsibility between Presidium and Secretariat:</p> <ul style="list-style-type: none"> - deciding on the strategy in short-term and mid-term horizon, agreeing on topics which should be addressed in framework of the yearly Workplan - preparing the statutory meetings of the organization (General Assembly, Council, presidium meetings), agreeing on the GA/Council delegates in relation to the practical clashes with needs of the related international activities - maintaining contact with the MOs and POs especially in relation to a regular agenda - decisions which impact the overall presence and appearance of IYNF (e.g. logo, new merch etc.) <p>Secretariat/SG respectively are responsible for:</p> <ul style="list-style-type: none"> - practical communication with NFI (SG x SG matters such as paying contributions etc.) and the MOs - fundraising and writing projects (based on strategic input from the presidium) - managing money within the planned budget and project revenues – making changes to the budget within the given framework, initiating discussions on extra spendings - overall HR below the level of Secretary General - PR of the organization and its activities, Social media management - overall management of the international activity - Producing publications and media outputs - adopting regulations and guidelines based on particular needs and circumstances (e.g. changes in law etc. – informing the presidium) - taking care of the Audit of the organization - follow-up work on the statutory meetings - any business related to the office (tools, Dropbox, etc.), all the remaining practicalities <p>It is agreed that Tilo and Sina will update the Presidium handbook according to the above mentioned rule stemming out of Presidium discussion. Also pt. 11 (the means of cooperation between Presidium and Secretariat) are to be involved under the Presidium Handbook update. The update will be presented on the last Presidium skype before the General Assembly.</p>

<p>11. Discussion on the communication and cooperation between the Presidium and Secretariat</p>	<p>After discussions for the rest of the afternoon, following ideas on measures that should be taken, are agreed on:</p> <ul style="list-style-type: none"> - need to have a clear role and task division between Secretariat and Presidium (see above) and within the Presidium as well. The new Presidium should step into their new term being aware of this task division - urgent matters can be solved by calling (on the other hand it should not be the prevailing means, since some communication needs to be archived) - tasks to the Secretariat which the Presidium thinks should be distributed, need to be communicated in a centralized manner (to secretariat@iynf.org) and the SG needs to be aware of them. Clear chain of communication needs to be established, so we know where do we communicate which matters - communication which needs input from involved people needs a deadline being set - at least once a year a joint meeting of the Presidium and Secretariat should take place in order to discuss strategic matters, ideally performing a yearly SWOT of the current situation of IYNF. Overall long-term vision should be formulated and reviewed on those meetings as well. - small working groups between Presidium and Office (eg. on social media, politics, trainers and NFE etc.) can be established. SG should be aware of the distribution of tasks - there is a lot of people willing to help, even when not in Presidium/Secretariat. The human potential is present and we should be ready to use it - time for training is very important with the new Presidium - physical meetings are desirable and should take place at least 3-4x year - overall idea about the IYNF tasks needs to be established and continuity kept between the old and new PMs - at the beginning of new Presidium term it is good to outline the typical IYNF year to give the people better insight + sharing contacts and know-how - a priority code is established – whenever writing new e-mail on the matter, we can indicate how important we think it is (1 – biggest and most pressing, 2 – medium, 3 – nice to have, but can wait) in order to help to sort out agendas - time slots for presidium meetings are ideally agreed in advance already for the whole year <p>Besides that there are things we should always keep in mind:</p> <ul style="list-style-type: none"> - creating space for learning for everyone involved is always important - things will happen somehow and we can relax a bit and learn from them - our personal health is always in the first place, taking a break is important - when we communicate our expectations, learning goals etc. openly, there is a way better chance for mutual understanding and improved cooperation - presidium members are invited to openly communicate the amount of their responsibilities with others - teambuilding is important!
<p>12. Visit from the Italian young Naturefriends (GIAN-Gio)</p>	<p>Paria, Blitz and Sara from the Italian NF group visit the IYNF for Friday evening. Ursula and Franca present the project GIAN is doing in cooperation with local groups in Burkina Faso.</p>
<p>Saturday, 10th March:</p>	<p><i>Group consisting of Henrique, Sina and Tilo</i></p>
<p>13. (The presidium divided into working groups) : A. Group working on the Motions to the next General Assembly</p>	<p>Group Clarifies the purpose of motions and then works on the ideas which motions should be elaborated and submitted to the GA. The outcomes of the discussions are following:</p> <ul style="list-style-type: none"> - Motion on exclusion of DUHA (respectively degrading their membership to partnership) - Motion on the Key Of Delegates to be adjusted to the real situation by GA 2020 – there is not a closer information about the way the new Key of Delegates should be calculated. The motion should pretty much only indicate the need to change it and recognize the current situation not corresponding with the way the KoD is established. - Candidate Memberships (full membership for NF Azerbaijan and SPPMD)

- **Diversity** – the Presidium will submit a motion which will suggest that Presidium should explore measures on how to enhance the diversity within the governance of IYNF. Such suggestions as having president of both sexes (and also intermediate sexes) could be part of the motion, but it is still subject to preparation
- **Motion reacting on the rise of the right-wing movement** – presented in a rough form and agreed to be revised, since it pretty much mirrors what already stands in the preamble of IYNF Statutes, so it's needed to react to current situation with those
- **Motion on the renewable technologies vs. fossil fuels** – agreed that the motion is ready in the form being
- **Membership fee** – a motion on implementing a membership fee for the organizations not being part of NFI, who should therefore pay the contributions directly to IYNF
- **Changes in the Statutes** – the discrepancies among the policies and the Statutes should be resolved, but possible it will not be doable to prepare all the particular ideas until the GA, so this will rather stay as a task for the new Presidium term. Apparently the changes from 2016 have been already introduced.

The motions that are not yet finalized, should be submitted all the same as motions that would be sent by other MOs. It should be uploaded to the Dropbox folder of the General Assembly: Dropbox/Meetings/2018/General Assembly **along with informing the Secretariat (Henrique) about that being done)**

It is discussed that there are some discrepancies between the Statutes and the customary conduct that the current Presidium has already inherited from the previous presidiums. There is need to address those discrepancies in the further term of the Presidium. Currently one thing needs to be evened – Ondra will inform the network about a mistake in the quorum for initiative motions. Only 25% of the delegates present are needed in order to pass through an initiative motion (not 33% as the first information was)

Order of procedure: The motions' working group makes a suggestion on how to update the Order of Procedure for the General Assembly in order to prevent the ambiguities from the last year when there was not a clear idea about the competence of the Motion Committee (MC) and the MC members took decisions that weren't appropriate to the role of the MC.

Group consisting of Ondra, Ana Teresa, Thomas, Zoli

The idea is to have an evening session on the 13th May dedicated to the PM handover. Monday 14th would ideally be fully dedicated to the Presidium handover meeting. It is expected that the people will not be able to stay longer than until 14/05, but still two half days of the handover could be good for the start.

What we would like to reach during the opening session in Cecina still? Indicatively mentioned people responsible for the facilitation of the sessions:

- Overall teambuilding of the Presidium (evening 13th) - Thomas
- Expectations from the meeting as such - Zoli
- Getting acquainted with the IYNF Handbook and the Presidium handover handbook - Ana Teresa
- Fears and expectations from the mandate – facilitated by Ondra
- Structure of IYNF bodies and relations – Thomas + Tilo
- IYNF year cycle introduction – Ondra + Henrique
- Communication rules and procedures - Tilo

It is agreed that the preliminary checklist that needs to be done from the practical point of view on the Presidium transfer will be prepared by Ondra in cooperation with Šárka. QaA sessions in the presidium skypes are other tool that Ondra is opened for in order to help facilitate the transfer between presidium terms. Thomas suggests that IYNF Secretariat should be present during those days as well. Ondra says that it may probably be the most economical solution to take the car from Prague, so then it can be expected that the Secretariat will leave altogether on 14/15th May.

14. B. Planning of the handover of the Presidium agenda to the new Presidium members who get elected at the 2018 GA

	<p>Given the possible limitations of the Cecina follow-up meeting right after GA, it is suggested that no matter what, meeting of the new Presidium should occur still during the summer, either with the full Secretariat during the first meeting, or to have a meeting as soon as possible only with Presidium + SG and combine a later moment with the entire Secretariat. The suggestions for meetings: Option 1 - 21-24 June, Option 2 - 16-19 August, Option 3 – 23-26 August. It is agreed there should be an external facilitator for the meeting, especially when it comes to IYNF strategies. Agreed Ondra will inspect the possibilities, e.g. Ala (Belgium) could work out.</p>
<p>15. Practicalities: Extra financing of 5 participants on 2018 activities – particularly SWY Cecina</p>	<p>Due to cuts in the funds, Ondra presents the request to liberate up to 3.000 EUR from the reserves to cover travel, food and accommodation for 5 participants, giving preference to participants that would not be covered by Erasmus+. Thomas is up to approval, but would wish that the participants would help facilitate the process of their sending organizations becoming POs of IYNF. Sending organizations should be asked to contribute to cover the costs. Tilo approves with hoping to spend the least possible. Approved unanimously to release 3.000 EUR for this purpose.</p>
<p>16. Practical plans for 2018 regarding the possible development around the KA2 project and related HR topics</p>	<p>Idea of finding new powers for the Secretariat in either case given the expected game-changing nature of the KA2 project, either being it successful or not. Henrique expresses that in both cases he will probably not be able to carry on with the role of Networking Coordinator for much longer. This is also inspired by Thomas' idea about the new potential NC being able to support also the Presidium during the transition period, since there was an impression during the morning discussions, it would not be possible for the new PM to handle the agenda the current presidium was able to handle. Ondra is skeptical about this idea, since he is afraid that those tasks would then simply stay with the new person, putting only more burden on the already quite overwhelmed office. Tilo remarks that it's extraordinary for the organization to rely so much on voluntary work of the presidium, so he is even supporting the idea to cut on the amount of activities IYNF does in case it would not be bearable within the capacities at hand.</p> <p>Since Henrique claims that he doesn't have intention to leave IYNF anyway at least until half of October, the plan of hiring a person already to be able to help the presidium with the transition during May is not viable. It is agreed that the search for potential 4th employee could start in July based on the results of the KA2 E+ project.</p> <p>Ondra will however try to get an administrative intern to help with some practical tasks in extent of approx.. 15 hrs/week.</p>
<p>Sunday, 11th March:</p>	
<p>17. Discussion on the KA2 project on EcoMaps (Henrique's current project)</p>	<p>Henrique facilitates the session on the KA2 project and how it should be carried out in order to reach the deadline 26/04.</p> <p>Main points of Henrique's presentation: Focus on strategic partnership for youth, capacity building of youth. Up to 12 500 EUR/month can be used if justified well (for various products connected with the project). The project can reach up to 36 months of duration. The role of the partners is not just to send participants, but each of them needs to have a clear agreed role within the entire project consortium. Therefore specific expertise is demanded. Henrique reminds that the idea of the project is already quite old and that it has been worked on already at beginning of 2017 when emergency situation in the office stopped the initiative for quite some time until personal stabilization. Henrique presents particular activities being part of the project:</p> <ul style="list-style-type: none"> - further development of the EcoMaps website (tackling technical issues, diversification of kinds of maps to have topical focus etc.) Tilo remarks that less is more, so the concept shouldn't become too ambitious - educational activities of the NFJD who already do them, but will be able to focus on it more in line with the EcoMaps project idea and aim. Utilizing and further developing the green-game toolkit. Idea of audio-tours including the concept of EcoMaps, utilization in sustainable tourism - entrepreneurial education: The GER partner Starkmacher focuses on this field and can apply the existing EcoMaps game in the activities within the project - visibility and dissemination strategies, collection of best practices of the project

	<p>Henrique has shared the project folders, so the details for each activity can be found within the posted documents. Discussion on partnerships: Since Olga is the main current contact in Netherlands, she will be able to cooperate with IYNF on the project ideas. There will be striving to involve NIVON in the cooperation – Tilo and Olga will organize a direct visit to NIVON to see how they can be persuaded to take part in the project in order to use the project still in some extent for reconnecting the network, though it is agreed it is not the main purpose of the project. TFSZ will help with the social media, adding a consortium partner from Hungary. Zoli is not the only person in TFSZ interested in the cooperation, so there is a chance for sustainability of the cooperation even after he wouldn't personally coordinate it.</p> <p>Thomas remarks that 1 activity each 6 months is required from the donor (even if it's just a meeting). IYNF will be coordinating the whole project (mostly through Henrique) and activating the different partners in different project phases. Phillip contacts NFJD to collect the info they have about the NF houses to be used in the database.</p> <p>Henrique expresses concerns about his capacities and claims his attention during the KA2 writing period will make it difficult to him to meet his other duties. Ondra suggests to organize a meeting with Henrique in order to identify where his capacities could be supported in order to organize things the best for sake of submitting the grant. Some external support can be provided as well – Zdenka will be able to consult the project. Henrique will find out whether this support should be done under DPP and if so, what would be Zdenka's idea on the reward.</p> <p>Thomas claims it is possible for partners to join later even after the project is submitted, for the new project partners. Thomas also suggests the youth element needs to be more visible in the entire project narrative – not only aiming on youth as the final beneficiary, but also involving them already in the process. He says it should be youngsters involved in the project activities already, since that is a good argument for the project being needed for youth. The partners in the project should be aware of this fact. Thomas suggests more companies that would be a good partner in the project consortium: Too Good To Go (Norway) and Brecht. Henrique then explains that each of the meetings that are planned for the project consortium, will focus on a particular topic – games, campaigning etc. Expected outcomes: Guidelines, best practices, social media outcomes, knowledge of the individual partners. Ana offers to review and comment on the KA2 project draft. Thomas also promises a better look on the project at the beginning of the upcoming week. Sina promises to talk with Tobias and see if the "Change and the City" (NFJD project) people could be involved in the project somehow.</p>
<p>18. Division of practical tasks for the upcoming weeks + Miscellaneous</p>	<p>It is agreed that every person from the presidium should contact the following MOs to find out, who are the current representatives of them and who can be contacted with good prospects of establishing communication. It would ideally be active members of the national board and SG. The contacts are divided followingly:</p> <ul style="list-style-type: none"> ● Tilo: Austrian NF, Swiss NF ● Thomas: Nivon, ATB ● Zoltan: TFSZ, PTTK, SPPMD ● Ana Teresa: Gian, Rota Jovem ● Sina: Greece, NFJD, Les Amis de la Nature (FRA) ● Ondra: Czech NF <p>Ondra and Tilo contact Austrian NF directly in order to establish better communication. Tilo will prepare the info based on which everyone should communicate with the MOs when it comes to the "Council skype". Will send it and based on it everyone else should contact the MOs.</p> <p>Revision of Policies:</p> <p>Each one of us will take particular policies we will be working on for the upcoming weeks before the General Assembly. The plan is to have the policies reviewed until the GA, so 2 policies should be addressed per each presidium skype. The division is following:</p> <ul style="list-style-type: none"> ● 1st skype: (21/03 19:00)

- HR and volunteers policy (Ondra)
- Awareness policy (Sina)
- 2nd skype: (03/04 19:00)
 - Organizational policy (Ondra)
 - Governance policy (Thomas)
 - Environmental policy (Ana Teresa)
- 3rd skype:
 - Membership policy (Tilo)
 - Project initiative policy (Zoli)
 - Financial policy (Thomas)
- 4th skype:
 - Networking policy (Tilo)
 - Travel policy (Anna Mayfat)

The policies should be evaluated based on the following criteria:

- **What do we think is not up-to-date about the policy?**
- **Who is the target group of the policy? (colour code)**
- **Do the sections fit under the role and delimitation of policy or should those be rather moved to Regulations/Guidelines?**

Ondra mentions his working contract ending by the end of May – agreed that he should get an unlimited contract. It is agreed that though it would be desirable to raise his salary, there might not be resources, so Ondra suggests that Presidium can make a theoretical decision on the salary increase, but this needs to be evaluated again by the Secretariat to find out whether there are resources to do so. He also remarks it would make sense to think about an overall salary increase, since all the current employees would deserve that, but the question of resources remains the same for this as well.

19. Strategic Plan and Workplan for 2019 and beyond + matching the plans of IYNF with other project proposals.

Olga’s project proposals are discussed. It is agreed that of her two project proposals, the one on the “Training Network” seems way more viable and useful for IYNF in its current situation. Ana Teresa reminds that a concept “Get Started” has existed within IYNF and it is similar to what Olga proposes (capacity building on project management). Olga is, given Ondra’s information, willing to submit the project already by 26/04 deadline which would still enable us to put the project on plan for 2019 (early time of the year) to be one of 2019 WP activities. It is desirable to support her initiative in order to prevent her from “losing spirit”. Thomas suggests the handbook is not the most desirable outcome, since on SALTO there are plenty of this kind of tools (Ondra also reminds that a “Networking Support Package” exists and provides already most of the information), but would support the idea of producing a video based on the project outcomes. Would be even good to accompany Olga for the activity with support of other trainer who would be able to focus on video editing.

Ondra brings up the question of funding. The Erasmus+ project would probably not be sufficient, and the only reasonable cofunding is actually EYF again (Tilo’s suggestion to inspect the Europe for Citizens grant is valuable, but it doesn’t seem fitting for this purpose, Ondra will inspect it nevertheless). Cofunding from EYF resources would mean need to find a way how to make the project fit into the overall WP 2019 so it could be submitted in entirety.

An idea of making the project part of IYNF Workplan 2019 emerges organically. The 2019 could be dedicated to topic of “reconnecting with IYNF values” which would enable us to perform 3 activities, each dedicated to one of IYNF core values – NFE, social solidarity and environmental protection. Maybe a “year of empowerment” in order to touch all IYNF topics could be the frame used for presenting the 2019 Workplan. The three activities of 2019 could look like this:

1. **“Get Started”**: steps you need to make in order to make your project come true – practical tools, use of NFE methods, networking, developing ideas: BLUE values. Tilo remarks this activity could even be for 30-35 people and the other two activities for a bit

less in order to direct everyone in the way that fits their education needs. Olga would be the reference person.

2. **Green Games: experiential learning focusing on environmental education and pedagogical approach – nature based learning. GREEN values. Ana Teresa would be the reference person.**
3. **“Betzavta-like” project again, taking into focus the topic of social solidarity through NFE, reformulating ideas from 2019** (Thomas supports this idea with notion that since the project got 95% evaluation, we shouldn't reinvent the wheel and rather we should focus on how this could be replicated in a creative way. Would be also a chance to maintain longterm partnership with Tali). **RED values.**

It is agreed that Ondra will communicate with Olga the overall decision of the Presidium on the project including the financial terms. It is agreed the project should take place and it should take place in 2019. Olga will be responsible for preparing the E+ application. The financial terms are that we can't guarantee Olga her reward before the project is evaluated. And even when getting E+ we still are not able to guarantee her the full reward. The deal would be to offer Olga 2000 EUR in case E+ project gets approved for the full project work. In case the project would still get EYF support, it could be increased for another 500 EUR.

Ondra will then forward Olga to Ana Teresa and Sina as contact persons from the Presidium in order to support the project development. The reason for this is that Presidium would like to influence Olga's project idea slightly in order to correspond with our expectation of what would be beneficial for the network.

It is also remarked by Thomas that Olga could actually be a good contact person for re-establishing connection with the NF Greece. The idea is also mentioned by Tilo that if the project on competence development is successful, there is even the chance to resubmit a similar project every year. There always needs to be an added value to a new project, but it is known that organisations build up on past projects and submit similar proposals that are upgraded and include the learning outcomes of the previous experiences.

On the overall plan for 2019 and beyond, Ondra suggests to focus on identifying what is the core expertise (and therefore should become a focus) of IYNF which can be defined as field to further work on in order to gain a good reputation as experts in the given field instead of working every year on something different.

It seems that the idea of Workplan 2019 has developed organically into the “reconnecting with values” kind of project as described above. A good thing is that actually 2019 could then mean a transition period for the network which would help to identify IYNF's real expertise and enable it to develop a more sustainable plan for the upcoming years (2020-22 is supposedly the next 3-years Strategic Plan period). Tilo remarks that the plan for 2019 shouldn't be carved in stone, since the new Presidium should also have a say when it comes to its formulation. Ondra on the other hand remarks that expected time when new Presidium will be able to do informed decisions on IYNF strategic matters (June-July 2018 at best) will already be time when it will be late for big changes in strategies, given the need to submit projects supporting our project ideas by 01/10. Moral for next years – maybe in 2020 the elections of Presidium should happen earlier than May, so there is chance to influence the strategic plan already for the year when the Presidium gets elected.

Other project mentioned:

- Tilo: There will be a international Workcamp in Frankfurt 2018
- Zoli: IYNF is invited to Woodstock festival in Poland in cooperation with PTTK. The IYNF should take part just in form of sending EVS as a guest, not taking any substantial role. (Idea)
- Ana Teresa mentions the intention of GIAN-Giò to develop an international activity, most likely a Youth Exchange, with partner from the network, either in Italy or in Srebrenica, in cooperation with local NF association and house.

	<ul style="list-style-type: none"> - Ana Teresa also mentions the possibility to connect Forest School and NF, as a result of discussions with Ursula from Gran Pino, Cecina, since the NF Houses in most cases offer a good base for what are the needs of a Forest School. <p>Ondra mentions that the EVS project that should be written for 2019 (submitted already 26/04) needs to already be informed about the narrative of IYNF plan of 2019. What has been agreed, seems sufficient.</p>
20. Evaluation of the meeting	The meeting was closed with a round of feedback about feelings and thoughts, keeping in mind the expectations identified in its beginning.

What	Who	When
<i>Finances:</i>		
To identify a reference person for financial matters within the current presidium – Ondra then knows he can send the report only to this person who will update the rest of the PM	Presidium	27/03
<i>COMEM:</i>		

Tilo to send an e-mail to Frank from YFJ on the update on the process of sustainability measures adoption – then share it with Zoli and Ondra in copy	Tilo	20/03
Zoli to sign up as main COMEM delegate of IYNF	Zoli	20/03
Ondra to inspect the circumstances under which IYNF sends 2nd delegate to COMEM	Ondra	20/03
<i>Council database + skype:</i>		
Ondra will check the Statutes and project applications in order to find out whether it would be possible to perform the Council via skype/distant means	Ondra	20/03
Tilo to prepare info based on which the communication with the IYNF MOs in order to establish the “Council skype” should be conveyed. (What do we want from them, why do we write them)	Tilo	20/03
Tilo to write a motion suggesting that the Council should take place via distant means including the main decision making agents of the MOs	Tilo	01/04
To write to the MOs that each Presidium member has taken care of: To find out the decision making people in the Board/Secretariat of the identified MOs (see pt. 18 for details)	ALL from Presidium	12/05
To prepare a spreadsheet for the contacts stemming out of this investigation	Ondra	31/03
<i>The GA preparation:</i>		
Ondra to send the update of the 25 percent of the present delegates for the motions (it needs to be ¼ of the DELEGATES present, not the organizations) + besides that inform the GA that the votes can be DELEGATED, not only forfeited (important to meet the quorum)	Ondra	ASAP after the meeting
To see the minutes of GA 2016 – add the changes to the Statutes /EN/ version – that to go with the GA Dossier	Ondra + Henrique	11/04
Along with changes adopted on GA 2018 we request approval by the authorities	Ondra	After GA
To adapt the Rules of procedure for the General Assembly – to specify what is the role of the Motion committee and share it with others	Sina + AT	11/03
<i>The rest of the Presidium to comment on Sina’s + AT’s suggestion to the adapted Rules of Procedure</i>	ALL	11/03
Each one of us to identify the motions we bear responsibility for and to deliver it to the Secretariat (henrique@iynf.org) until 31/03 – upload it under the Dropbox/Meetings/2018/General Assembly while at the same time informing Henrique about that being done!	ALL	31/03
<i>The final evaluation meeting of the Be BorderFree year:</i>		
Ondra to initiate the document on bullet points know-how about preparing international activities (not to wait for other things) – ask AT and Sabrina	Ondra	20/03
<i>Handover between the Presidium:</i>		
Contact Šárka to ask for the practical tasks that come along with the Presidium handover – creating together checklist of what do we need to take care of	Ondra	15/04
The current presidium members will check out until when they can stay after SWY. They will confirm during the next Skype	ALL from Presidium	24/03
Secretariat will inform future presidium members know they should expect to stay until 14 May	Ondra + Henrique	after 01/04
Set up the presidium+secretariat physical meeting to take place either in June or July	Secretariat + Future Presidium	14/05 the latest
To update the IYNF Presidium Survival Kit (handbook) with the newly established rules – based on the minutes of this meeting (pt. 10 + 11). To be presented on the last Presidium skype before the GA.	Tilo/Sina	12/05
To identify potential facilitators of the IYNF Presidium/Secretariat meeting on the strategic matters	Ondra	12/05
<i>KA2 Ecomaps:</i>		

Meet with Henrique and see how his capacities can be supported in order to submit KA2 on time	Ondra	20/03
<i>Updating IYNF Policies</i>		
To prepare: <ul style="list-style-type: none"> • update of HR and volunteers policy <i>(criteria based on which the policies should be evaluated – „What do we think is not up-to-date about the policy?“ / „Who is the target group of the policy?“ – colour code / „Do the sections fit under the role and delimitation of policy or should those be rather moved under Regulations/Guidelines?“</i>	Ondra	21/03
<ul style="list-style-type: none"> • Awareness policy 	Sina	21/03
<ul style="list-style-type: none"> • Organizational policy 	Ondra	03/04
<ul style="list-style-type: none"> • Governance policy 	Thomas	03/04
<ul style="list-style-type: none"> • Environmental policy 	Ana Teresa	03/04
<ul style="list-style-type: none"> • Membership policy 	Tilo	15/04
<ul style="list-style-type: none"> • Project initiative policy 	Zoli	15/04
<ul style="list-style-type: none"> • Financial policy 	Thomas	15/04
<ul style="list-style-type: none"> • Networking policy 	Tilo	30/04
<ul style="list-style-type: none"> • Travel policy 	Anna Mayfat	30/04
<i>Strategic plan and Workplan 2019 and beyond:</i>		
Ondra to prepare a draft of WP 2019 to be shared with Presidium for further additions. Involve the ideas from point 19 on IYNF topic of the year – the red, green, blue values involved.	Ondra	30/04
Ondra to update WP 2018 according the current realities and send to (new) Presidium for comments and reading.	Ondra	12/05
Ondra to write to Olga about the decision of Presidium on the project including the financial terms. 2019, 2000 EUR in case of E+ being approved. To make it clear about the phases of the project. To forward Olga to AT/Sina for further support and consultations.		
<i>Miscellaneous:</i>		
Ondra to send Presidium an e-mail with details on renewal of his contract	Ondra	15/04