

minutes

2ND BoE MEETING

09.10.2023

Lars Kohlmeyer

Online

The European Geography Association for students and young geographers

EGEA European office, buys ballotgebouw Winthontlaan 30C 3526 KV Utrecht The Netherlands
t: +31 31 2539708
e: egea@egea.eu
w: www.egea.eu



egea



People present

Runa Witte (EGEA Osnabrück, President)

Amalia Ilie (EGEA Bucharest, Vice President)

Lars Kohlmeyer (EGEA Göttingen, Secretary)

Jonas Martens (EGEA Brussels, Treasurer)

Veera Niemi (EGEA Turku, PR Advisor)

Max Buchhart (EGEA Jena, Events Advisor)

Agenda

1 Feeling Round

2 General Stuff

2.1 What is everyone up to?

2.2 Updates ToDo List

3 East Regional Team - Regional Assistants

4 Trello Problems & Questions

5 WOSM

6 Year Plan

7 Wikipedia

8 Live Meeting

9 ToDos

10 Missed Topics

11 Picture & Bye

1

1. Feeling round

Start at 18:05 CET.

2. General Stuff

2.1 What is everyone up to?

Everyone presented their last activities during the last two weeks to keep everyone updated:

Runa Witte:

- Had to work a lot but tried to do some EGEA work afterward
- Was in contact with people who had questions about all sort of different topics
- Been in contact with old BoE and AB
- Created the visual for the open call for the working groups
- Jonas and I did the bank change

Amalia Ilie:

- Had the last transition meeting with Josefa
- AB meeting with Esther
- Sent a mail about the first meeting to the team coordinators
- Kept in touch with some of the team coordinators
- Joined some of the team group chats
- Sent the new member registrations to team coordinators

Lars Kohlmeyer:

- Meeting with RCPs and in contact (East RT RAs situation)
- Took care of the mails (answering and reading)
- Possible new entities (Innsbruck & Jared's)
- Writing the minutes and publishing them
- Wrote the text for the open call of the working groups (Regional Restructuring)

Jonas Martens:

- FCC transition complete
- Meeting with secretariat
- outstanding travel refunds and expense claims
- Took a look at the Utrecht university contract
- AB meeting with Esther
- Bank change with Runa
- Google Cloud has been paid
- Prepared the text for the open call of the working groups (Congress Support)

Veera Niemi:

- Posts and doing a lot of the visuals
- Prepared the official pictures for the homepage
- Open Call for the working groups
- Prepared the introduction of the BoE (mail)
- WOSM is ready to be published
- Managing messages on social media

Max Buchhart:

- Wrote the Open Call for the WOSM (Congress Support)
- Planning to set up the first meeting with the congress organisers
- Talked with Paula about some problems that happened during the registration during the Shack n Roll

2.2 Updates ToDo List

During the last two weeks we managed to do most of our tasks. Some still have to be done but the most important ones are finished.

- ✓ ~~Look at Trello until Sunday to decide if we use it as a team or not (Veera and Runa)~~
- ✓ ~~Control the Regional Teams (Introduction mails for each region) (Lars)~~
- ✓ ~~Open call topic of working groups should be published soon. Around two weeks after the first open call~~
- Think about possible sessions for the upcoming WOSM (everyone)
- Brainstorming prices for the Geography Awareness Week (everyone)
- Add some channels for the AB and OSM on the discord server

- ✓ document where we collect about topics that we work on during the life meeting in Jena (Runa creates and shares the document)
- ✓ people who are responsible for it should write a small text about what will the working group working on within the 04.10 as a deadline (Max and Lars)
- ✓ Create a design for the open calls of the working groups 04.10 as a deadline (Runa)
- ✓ Teams and project as separate folders but we have to try out if it is possible (do it as soon as possible) (Runa)
- ✓ Contact Media Team for help regarding Smug Mug (Veera)
- ✓ Put Deadlines in Google Calendar (Runa)
- ✓ Invite people until tomorrow for the discord server (Lars)
- ✓ update the entity list (Lars)

3. East Regional Team - RAs

The Advisory Board informed us about the Protocol (Paragraph 11A.3.) and that it is technically a violation if East has 3 Regional Assistants. They asked for an explanation and suggested that the Regional Team give an explanation about the situation. Julia (Regional Contact Person of East) explained the reason behind it and the Advisory Board asked for our opinion. We and the other Regional Contact Persons support the decision of three Regional Assistants but we think that an explanation for the entities is important to understand the reasons behind it. During the next days we will send out a mail with our opinion on that topic. The mail will include our thoughts on the Protocol (Paragraph 11A.3.).

4. Trello - Problems & Questions

Reacting to Instagram DMs - Guidelines

During the last two weeks we got multiple messages on our social media accounts. We did not discuss how we handle such messages. Since it might be too much if only Veera has to take care of, we decided that everyone will look into social media and if someone messages us and we do not know an answer to the message we will inform the others about it on our discord server. The minimum is that we will answer that it will take some time for us to answer the question but we will let the person know about it.

European Youth Forum

We are not exactly sure what benefits the partnership with the European Youth Forum brings for us. We will have to check what benefits we get out of it so we have to do some research and ask Basten if he knows more about it.

5. WOSM

The Open Call for the WOSM will be published after the meeting. Everything for it is prepared. The deadline for applications will be on 23.10.2023. We have the option that we offer training sessions during the WOSM and it could be a nice idea since a lot of people with official positions will attend. It could help to improve the work for EGEA. Realistically it can be hard to include since the days are already packed full of work and the hosting entity would have to offer even more places. Maybe we could manage to offer last-minute places for people who want to offer a training session.

6. Year Plan

Since there is not much time left we decided to talk about the year plan during our next meeting. Right now, we managed to fill out our year plan until November:

7. Wikipedia

We still need to wait for the explanation for the reason why the friend of an EGEAn offered to translate the EGEA Wikipedia page to Russian for us. As a result, we will talk about it as soon we know the reason behind it.

8. Live Meeting

Every one of us will take care to be able to go to the live meeting and during the next weeks we will think about topics we will work on during the live meeting. Some of the topics we will work on are:

- Completing the year plan
- Regional Restructuring

9. Todos

- answer Julia's e-mail (Lars)
- Minutes (Lars)
- contact Basten (EYF) (Jonas)
- Contact media team regarding smug mug (Veera)
- Twitter and Youtube passwords (Veera)
- Ask Vici for more information about the trainings that could be possible during the WOSM (Max)
- Live Meeting Topics in the doc (all)
- See more about SparcEurope as a possible partner/sponsor of EGEA (Veera)
- Think about possible sessions for the upcoming WOSM (everyone)
- Brainstorming prices for the Geography Awareness Week (everyone)
- GAW doc prices (Runa)
- Add some channels for the AB and OSM on the discord server (all)
- Write DB EMail (Lars)
- Message from Munich (Lars)

10. Missed Topics

Discord

Our update channel in discord is too full with different topics. To have a better overview we will create more specific channels. As soon as the topic is not necessary we will delete the channel to not have too many channels. The chat will be saved.

DB Situation

The Deutsch Bahn (DB) messaged us that they found an item. We still have one week to reply. We do not miss anything but we will try to get more information about it.

Team access to Canva

We took a look if we can separate the Project for the Teams & Projects but we are not able to add it to the Canva Pro. A solution would be to give the Teams & Projects our password but since it is the same as the google password we are not able to do it.

Updated Entity List & Map

It seems that the map on the homepage is not updated right now so it would be good if we take care of it. Veera will take care of it. We also need an updated entity list.

Zoom vs. Google Meet

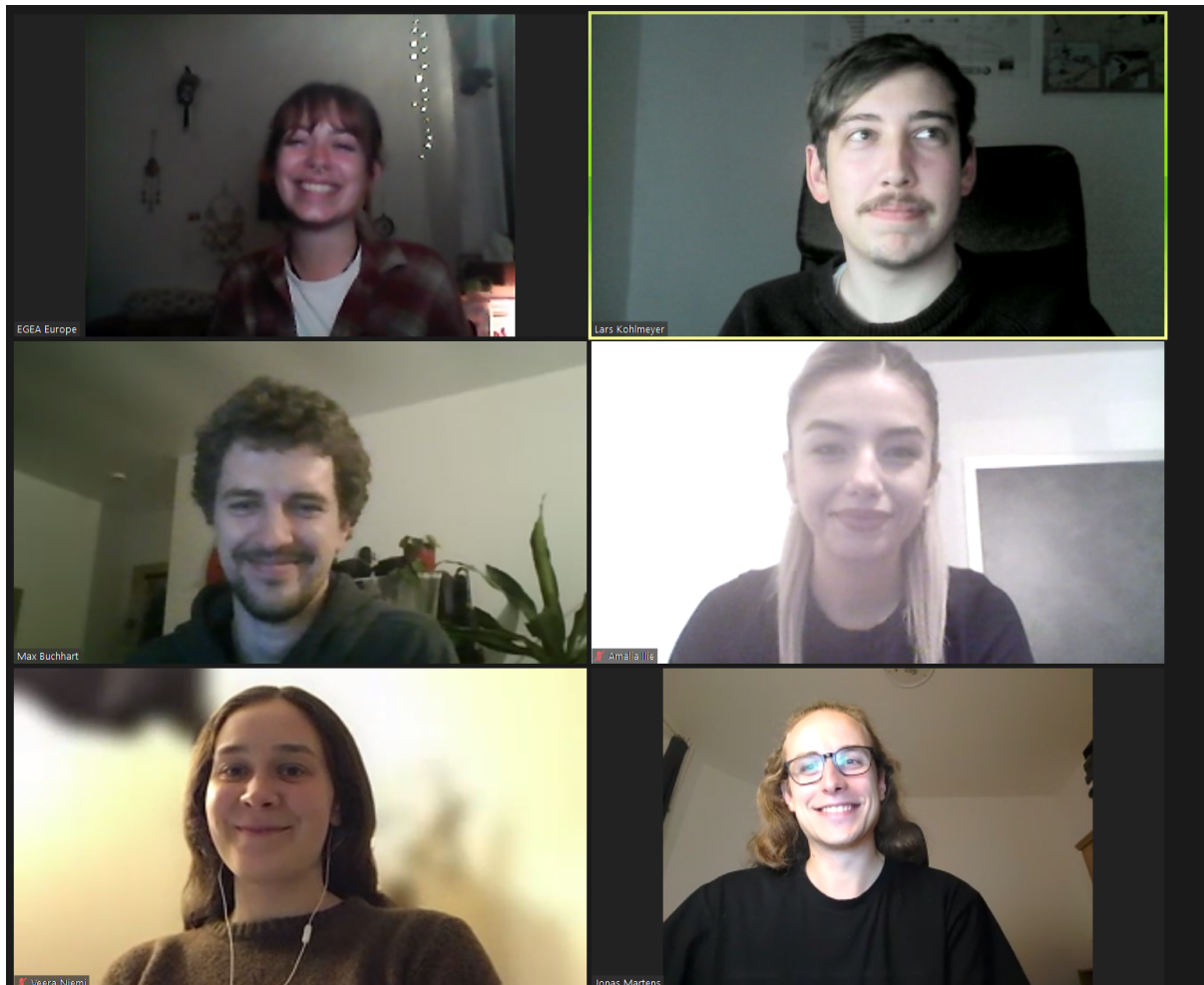
Some Teams already tried out Google Meet as another platform to meet. It is free and if we would switch to it we could save around 20 euros a month. We will do our next meeting with Google Meet to test it out.

Division Team Coordinators & Team Members

This will be our division of the teams:

- Veera: Media, Tech support and External opportunities
- Max: Green
- Jonas: Finances
- Amalia: rest

11. Picture & Bye



The meeting ended at 19:44 CET.