

## ESN Lund General Assembly HT24 2024-12-12 17:10

### § 1 Opening of the meeting

Davide declares the meeting open at 17:10

#### § 1.1 Establishment of Electoral Register

##### Board:

- Davide - President
- Emil - Vice President
- Elías - Treasurer
- Míglé - Chair of Activity
- Chenlu - Communication Manager
- Louisa - Secretary
- Charles - Digital Manager
- Harshal - Auditor

Therefore, quorum is reached

##### Council:

Yuliia  
Axel  
Maria-Luisa  
Cristina  
Theresa  
Nazrin  
Fernando  
Nicola  
Chiara  
Lisa  
Paris  
Maria  
Vicky  
Zoia

Delegation:

Nazrin - Tian and Amy  
Nicola - Sebastian

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Axel - Joakim

Harshal - Elisabeth and Britney

Emil - Sahara

Davide - Josef and Akhil

### § 1.2 Election of meeting president

Davide is declared as meeting president

### § 1.3 Election of minute holder

Louisa is declared as minute holder

### § 1.4 Election of adjuster

Charles is declared as minute adjuster

### § 1.5 Election of poll enumerator

Louisa is declared as poll enumerator

### § 1.6 Changes to the agenda

No

### § 1.7 Approval of the agenda

Approved.

## § 2 Evaluation of past events

Finnish Lapland

- Busride and trip was good overall
  - Double check with the speaker on the bus, did not work to connect the phones
  - Met the guide after the santa village - would be nice to meet the guide before the visit
    - A bit chaotic before the guide arrived (at the beginning)
- Arrived safely
  - One bus had a little accident and lost an hour on the way
- Everyone liked the trip a lot
  - A little packed on the last day - too many activities
    - Complain for timetravels

Pottery Painting 2nd

- Went well
- A couple of people did not show up



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- Sold out pretty quickly
- Waiting to pick up the pieces (email in approx. 1 week)

### Board games night 5th

- Complain from hemgarden
  - Nobody cleaned up the place after the last board game night
    - Someone has to stay a little after finishing to clean up and move back the tables
- Not many people showed up
- Nice to have 2 GL per board game night

### Swedish Lapland

- Went well
- No issues
- Bus drivers was nice
- Activities were fun
  - Snowshoe hike was cool but a little “boring” at times
- Maria made a reel from the trip and posted it on instagram

### Yoga 9th

- Nazrin took over for the first time
- Went super well
- About 8 people showed up
- People asked to have it twice per week
- Nazrin might take over for the next semester when Elizabeth leaves

### Wrap it up (P6) 10th

- Very nice
- Aynur and Migle were there and a lot of people from P6
- Did a quiz and card crafting
  - Lots of information for international students from P6
- Prize after quiz for winners: tote bags from ESN and shirts from P6
- 13 people - good amount for this kind of event

### Trampoline Park 11th

- Got canceled due to not that many people signed up for it

## § 3 Overview of the Semester (Davide)

The semester for me started with the image of the Lund for Dummies (City tour) where 300 people joined our first event and that was insane. Overall, the participation at the event was a great success.

The 2 Orientation weeks were a success thanks to the contribution of all of you that helped out. During the semester, we organised the classic activities such as Pub Crawl to Copenhagen,



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Speedfriending and multiple hikings. However, it was incredible the amount of new and creative ideas that we brought out this semester: from the study night that was last seen 2 year ago to the project writing workshop, tea testing and the ski trip. We confirm it to be an artistic ESN Section and really appreciated by students with the Candle painting, pumpkin carving, jewellery workshop and pottery workshop.

Big stand up for our events that have been a constant in the Lund studentLife this semester such as the Board games night (thanks to all the volunteers that every time helped out), Running club that was highly participated and appreciated and last but not least the Joga club that has been a relief valve after an intense day at uni every monday evening.

Thanks to the board that did an amazing job during the whole semester.

Thanks to every single one of you that brought something special for the team.

### **§ 4 Report from current board members (Single Board members)**

#### **Elias Jollivet (Treasurer)**

- Kept track of the associations finances and gave advice on individual cases.
- Removed old accounts from Google Admin and updated groups and access permissions.
- Introduced shared drives for improved efficiency and organisation.
- Improved the folder structure, organised and removed old and duplicated content, removed old personal information to comply with GDPR and organised the statutes.
- Created new document and presentation templates for the association based on the templates in ESN International's brand package and converted many documents to the new design.
- Wrote the Onboarding guide which contains the basic information all new active members should know and links to further resources.
- Wrote guides for using the SumUp card reader and creating email signatures.
- Website: added basic information about events and trips, ESNcard and membership process, frequently answered questions, contact information, how to get active, galleries of active members and statutes and meeting minutes.
- Improved the description shown when applying for membership on Hitract, which resulted in less incorrect personal identity numbers.
- Fought spam in our whatsapp groups and came up with possible solutions.
- Configured the printer so it can be used from any device.

#### **Migle (Chair of activity)**

- Participated and handled the organization of the introduction week events
- Handled all event applications of this semester, gave advice
- Submitted all our events in the ESN Galaxy Activities
- Helped to prepare for the kick-off weekend

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- Organized a few meetings with the activity committee to explain how ESN/Event organization works
- Kept track of event organization in the activity calendars
- Handled board game night's organization
- Refined the event application process and wrote a guide on creating Hitract events
- Successfully worked on collaboration with p6 organization, had one event with them
- Applied for ESN Destination of the year with the president (Davide)

### **Chenlu Peng (Communication Manager)**

- Handle the collaborated reel with Lund University Official Instagram Account, also applied for the collaboration for next semester
- Handled promotion for all the approved events of this semester
- Created new Whatsapp group chat for this semester, assist to manage ESN community
- Helped to design the Sections Presentation Post
- Handle the promotion of timetravels trip for this semester and help
- Refined the template for Board Game Night promotion
- Refined the template and visual style for promotion post, in terms of the background color
- Keep the weekly calendar promotion
- Separate the logos usage of AF Borgen and ESN
- Handled collaborated promotion with external organizations, including ESN Malmö, P6
- Keep track of the feedback of promotion and schedule extra promotion if it's needed
- Updated the links on linktree if it's necessary

### **Davide (President)**

- Set up the Bank account for the new Treasurer (Elias)
- Organise International Potluck with the goal of recruiting new members
- Help members in the process of joining ESN and informal meeting to answer questions and curiosity
- Maintain the communication with the URI (International Office specifically)
- Helping organising the Orientation Weeks
- Team building event: Christmas decoration
- Biweekly meeting with National Board
- Booked the Cottage for the Cottage Weekend and prepared the agenda
- Local delegate at NEP
- Preparing materials for Council and board meetings
- Submitted Lund as destination of the year with Chair of Activity (Migle)
- Supervision of the different committees

### **Emil (Vice-President)**

- Set up new cooperation with Mihaela from Timetravels for the new semester



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- Helped out during the orientation weeks
- Organized several events with new active members, showing how to handle the event applications and tickets in Hitract
- Was in active contact with Timetravels monitoring the sales for the trips to Norwegian fjords, Iceland and Swedish and Finnish Lapland
- Created a new point system for electing group leaders for the Timetravels trips
- Organized the application for group leaders, as well as presented the results to the board for election and discussion
- Team building event together with Charles and Louisa: Halloween decoration of the office and participating in ESN internationals office halloween competition

### Charles (Digital Manager) - submitted after deadline 🤔🤔🤔

- Digital Manager
  - Retrieved lost access to the ESN Lund website, making it visible again
  - Got access to the Google Workspace administrative account
  - Set-up new accounts for new members, and added new members to group chats
  - Set-up group permissions for Board/Council to work with the new Shared Drive (organised by Elias)
  - Drafted new account system to make it more maintainable
- Events
  - Lund tour for dummies, laser tag, some prep for the welcome party
  - Helped organise the Halloween Office decoration event, edited the video

### Louisa (Secretary)

- Took minutes during council and board meetings
- Booked venues for council meetings
- Organised office hours and sent out weekly reminders
- Helped out at events during orientation weeks and semester

## § 4 Presentation of the Audit Report (Harshal)

- Can you please send me your notes so I can add them here, Harshal? ❤️
  - Was a little to fast and much for my smoll brain today

## § 5 Changes in Statues (Harshal + Board sugg.)

- See PP presentation for explanation of Proposals  
(<https://docs.google.com/presentation/d/1ysT3pKBDWDS7yYq-Y8oMVFesEFABalCqDCHk8Z0Xh31Y/edit?usp=sharing>)
- Total: 31 people
  - Present: 22
  - Delegated votes: 9

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1. Proposal on improving readability of §1 and §2

Comments:

- No comments

**Vote**

Yes: 31

No: 0

Abstain: 0

2. Proposal on role of Auditor and including auditor as a figure in ESN Lund §2 Auditor

Comments:

- Important to define the role of the auditor

**Vote**

Yes: 31

No: 0

Abstain: 0

3. Proposal on modification of event application approval - standing orders §1.1

Comments:

- No comments

**Vote**

Yes: 31

No: 0

Abstain: 0

4. Proposal to transfer responsibility for payment systems from digital manager to treasurer

Comments:

- No comments

**Vote**

Yes: 30

No: 0

Abstain: 1

5. Proposal correcting bank card possession

Comments:

- No comments

**Vote**



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Yes: 30

No: 0

Abstain: 1

### 6. Proposal on aligning §14 group leaders with current practices

Comments:

- Not stated who is covering the costs
  - "Is covered by the organisation" should be added
- Phrase " person organising and event" to " person organising and event and helpers"
  - With this change we have to define how many people per event are "allowed"
  - Word "helpers" can be confusing
  - Define "helper" and "GL"
  - Change to "mentioned/included/stated in the event application"
- Change "Group Leader" to "Main responsible" for events

Paris leaves and delegates her vote to Lisa

### **Vote - voted after changed based on comments (as last voting)**

Yes: 29

No: 0

Abstain: 0

### 7. Proposal on amendments to §13 "Statute changes" and deadline for publishing GA documents

Comments:

- No comments

### **Vote**

Yes: 31

No: 0

Abstain: 0

Nicola left: minus 2 votes

Fernando left his vote to emil

Vicky left and delegated her vote to Zoia

New total: 29

### 8. Proposal on moving tasks from VP to secretary and digital manager

Comments:

- No comments

### **Vote**





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Yes: 29  
No: 0  
Abstain: 0

9. Proposal on having 2 instead of 3 party ambassadors

Comments:

- No comments

### **Vote**

Yes: 29  
No: 0  
Abstain: 0

10. Proposal on separating membership from ESNcard possession

Comments:

- Swedish students are just allowed to get an ESN card when they are active
  - ESN requirements

### **Vote**

Yes: 29  
No: 0  
Abstain: 0

11. Proposal to update the referenced document for Group Leader Elections

Comments:

- No comments

### **Vote**

Yes: 29  
No: 0  
Abstain: 0

12. Proposal on clarifying the number of council positions

Comments:

- No comments

### **Vote**

Yes: 29  
No: 0  
Abstain: 0

13. Proposal to add the PR committee

Comments:



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- No TikToks
- Remove “make promotional videos”
- Change “PR” with “communication”

### Vote

Yes: 29

No: 0

Abstain: 0

### 14. Proposal to create sports, trips and party committees

#### Comments:

- Activities can be organised for every field, which is good, maybe a bit more complicated to organise something outside of your specific committee
- Head of a committee is more work, maybe less people would be interested in position
- Maybe it's good if people want to join but do not want to take the full responsibility of an ambassador
  - More tempting to be part of the committee but less to be the ambassador
- Maybe create different whatsapp groups for the different field which people from the activity committee can join, but still just have one activity committee
- Might be limiting to organising activities - sports stick to sports,...

### Vote

Yes: 4

No: 11

Abstain: 14

### 15. Proposal on extraordinary general assembly

#### Comments:

- No comments

### Vote

Yes: 27

No: 0

Abstain: 2

## § 6 Accounting and balance sheet 2024 (Elias)

- Elias presents the prepared PP presentation about the budget and account situation of ESN Lund this semester
  - [https://docs.google.com/presentation/d/1S6Rh\\_GmEzSx-pcbCx0sPGMhhoj2x291JsP3LNn39-0/edit?usp=share\\_link](https://docs.google.com/presentation/d/1S6Rh_GmEzSx-pcbCx0sPGMhhoj2x291JsP3LNn39-0/edit?usp=share_link)

### Vote

Yes: 29

No: 0





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\_\_\_\_\_ Date 12/12/2024  
(Scrutiniser/adjuster)

