

MINUTES of the Board Meeting of Orbis – International Students of the Faculty of Arts and the Faculty of Theology

- Time and location: Tuesday 21/01/2020, 16.00–18.00, Aleksandria, Helsinki University Helsinki
- Attending: 10 people
- Head of the Meeting: Ekaterina Nekhay
- Secretary of the meeting: Bella Felix

AGENDA

1. Opening the meeting
2. Choosing two minute checkers
3. Declaring the meeting legal and competent
4. Discussing the current situation regarding applications, members etc.
5. Discussing issues related to communications managers
6. Discussing issues related to social media managers
7. Discussing issues related to event managers
8. Discussing issues related to networking managers
9. Discussing issues related to representation manager such as the safe space in practice
10. Discussing student representation in faculties/programme boards
11. Discussing logo choice
12. Discussing overalls and sponsors
13. Discussing ideas for the upcoming events
14. Other relevant topics can be discussed

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1. Opened the meeting at 16:00
 2. Choosing two minute checkers
Leah Martin and Francisco Bustamante
 3. Declaring the meeting legal and competent
 4. Discussing the current situation regarding applications, members etc.

Introducing new and old members. Introducing English Philology Student (SUB) representative.

5. Discussing issues related to Event Managers

Important is to discuss the big party and discuss the location. We can organize a picnic or join the other organizations at the annual picnic. We need to do some brainstorming on small activities this month and next month to introduce and get new members.

Fransisco contacted Tallink ferries and we could get a discount if we are a big enough group so we can do a cruise. Fransisco contacted Cissi and asked if we could do a cruise together. Fransisco suggested that we can make a promotional video with Tallink (or another ferry company) to get a bigger discount. HYY's regulations allow us to advertise brands (to get discounts) unless it is hard liquor. We should check the regulations one more time before we do this. Some members who have tried to advertise before (with other organizations) warn that Finnish companies are often hesitant with doing this.

There is a need for a low-threshold event where people can sign up and try on the overalls before we have to send back the sample overalls. We are trying to organize an event on the 31st of January. This will give us enough time to inform everyone and organize something. The HAM museum is open from 11AM to 7PM on the last Friday of the month. We could organize a board game night afterwards with SUP.

There are also ideas to do a bake sale, second-hand clothing sale and party. We need to wait for the Humanisticum situation to be resolved first (the registration), so we can use their spaces.

There are multiple organizations that are willing to cooperate with us (ESN, CISSI, UN Youth Helsinki, the Urban Studies organization, Humanisticum etc.). We should try and approach them to start organizing cooperative events (like sit-sits). We could also try and contact them all about joining and or organizing the cruise.

A visit to the Russian cultural centre is being organized. The visit would be somewhere in the middle of March. There is, most likely, limited space to join (max. 15 people, so members will have priority. Bella is going to convince the first year MARS students to join.

The cultural centre could be the start of a series of culture related events. Visits to cultural institutions or festivals could be fun to organize.

6. Discussing issues related to social media managers

There is a need to open a blog, so we are more present online (not just on social media). We are attempting to get this done within the next few weeks. Cissi offered to help us

with the website. The website is the responsibility of the social media and communication managers.

We are continuing pictures of Helsinki on our Instagram page. It allows us to stay active and it might be interesting for exchange students. The idea was to post one photo per week. We are leaving it up to the social media managers now, to decide how often they want to post something.

7. Discussing issues related to Communication Managers

The email is set up. If you want to be an admin (get access) you can contact Akseli Akseli and Emma met someone studying Mathematics and part of a cultural organization. They are eager to collaborate. Akseli will contact her. We need a template for our emails.

8. Discussing overalls and sponsors

We do not have enough people to buy overalls (for the price we estimated). We need to order them before the 10th of February but we need to order the right sizes. We could put the size table online/sent it to people, so people can estimate their size.

To get enough people to buy overalls we want to advertise the overalls to non-members as well. Non-members will pay 5 Euros more than members. We need to check what the price is going to be if we only order twenty, to get a price estimate and a better timetable. We could buy the overalls for the price we get if we only order twenty. If we can order more and the price goes down, we can use the leftover money for our end of the year party. It will be posted on the social media pages, but we should try and contact second year students and exchange students about the opportunity as well. Leah will draft an email we can send to the programs connected to ORBIS.

Camilla is attending the theology ball. She will make a small greeting on behalf of ORBIS. There is a bit of discussion about whether we should bring a gift, as is the custom (do we have the budget?).

Leah is suggesting creating an advertisement budget for stuff like gifts to other organizations or donating to charity. This will force us to consider whether donating to an organization fits our mission. This is to prevent we start donating to 'just' any organization.

Because the connection to the theology faculty is strong, we will bring a small gift this time. We will need to contact our treasurer before we do anything.

Small vote on those who are in favor of spending 10 Euros for a gift to the theology faculty

- 9 people voting
- 8 in favor
- 1 abstained

Vote accepted

9. Discussing logo choice

We need to decide on a logo before we order the overalls. The general consensus is that we like the first draft, but it is not perfect yet. We would like to see a different font, and different colors, but the shape and text are fine. We will create one or two options and then have a Facebook poll to prevent the process from taking much longer. The question is whether we want 'University of Helsinki' inside or outside of the orb.

10. Raffle

We are having a raffle among all the members that became a member before the 31st of December. The name we draw is the member that will get an overall for free. The name that is drawn is: Fransisco Rangel Bustamante! Fransisco will get his overall for free.

The meeting was closed at 16:50

Chair of the meeting _____ / Ekaterina Nekhay
Secretary of the meeting _____ / Bella Felix

Minute checkers of the meeting

_____ / Leah Martin

and

_____ / Francisco Rangel Bustamante