

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

Time and location: Wednesday 02/03/2022, Zoom, 17:00-18:30

Attending: 6 board members

Participants:

- Joonas Åkerblom
- Sara Hietala
- Lucas Weidinger
- Eveline Vandewalle
- Leah Martin
- Lina Junctorius
- Emilia Hietavirta
- Sonja Waldmannstetter

Head of the Meeting: Joonas Åkerblom

Secretary of the meeting: Eveline Vandewalle

Agenda:

1. Opening of the Meeting
 2. Establishing Legality and Quorum
 3. Electing the Scrutinizers of the Minutes
 4. Approval of the Agenda
 5. General Meeting online-attendance
 6. New and Older members
 7. Upcoming Events
 8. Sectors
 9. Comments, Announcements and Other Business
 10. Closing of the Meeting
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1. Opening of the Meeting

The meeting was opened at 17:09

2. Establishing Legality and Quorum

The meeting was declared legal and has a quorum.

3. Electing the Scrutinizers and Tellers of the Minutes

The scrutinizers and tellers of the minutes will be Leah Martin and Lucas Weidinger

4. Approval of the Agenda

Agenda was approved.

5. General Meeting online-attendance

Voting whether attendance online is okay → approved (vote was unanimous)

6. New and Older Members

How to attract more people to our events and find out what is interesting for our members?

- (Voluntary) sign-ups for events → gives us an impression how many people will be there and might give them more pressure to show up or let us know that they cannot make it
 - Google form → one general that can be updated throughout the year
- Collect more feedback
 - Feedback form should be promoted
 - Feedback campaign? Which events do our members like?
 - Start after 5/05 and 'wrap-up' the year
- Collaborate with tutors
- Divide active members vs. older members?
 - Establishing an alumni network in the future → knowing who has graduated would be helpful
 - Make a new members' chat
 - Would be smaller and would only have members who really want to be in there
 - People might miss the message and don't see any of our communication anymore
 - People might be hesitant to join the chat because they think it will be inactive
- Make a plan for the fall

Contacting new members

- We have no way yet to confirm their memberships and add them to the whatsapp group
- Should we create an automated response? (advertise the chat and newsletter!)
- Put whatsapp link in the sign-up form!
- New members automatically signed up to the newsletter → adding to the sign-up form that 'by signing up you sign up to the newsletter as well' (Eveline will change the elomake)

Communication about membership payment

- Automatic response with payment details after the sign-up (Eveline will check this out)
- When the payment has been received: confirmation email + link to whatsapp group

7. Upcoming Events

12/03: Orbis suits up

- People can pick up their overalls and sew them on

17/03: Bob Ross

- Needs more advertising!
- Lukas will contact Eveline
Lucas

Overalls party

- Could be organised together with other organisations: OSA(?)
- Date: Thursday 24/03 (can still change to a Saturday if needed)
- Event has to be made soon

Event-planning get-together

- Lina, Lea, Lukas
Lucas
- Beginning of 4th period
- Lina will create a doodle

07/04: SitSit

8. Sectors

Chair

- Annual report was made
- Working on general meeting. Date will be announced soon

Vice Chair

- Remind Pony

Secretary

- Will make new newsletter soon
- Is updating the members' list

Treasurer

- Overalls have been paid
- Is figuring out how to make people pay the membership

Communications manager

- Collaboration with CISSI about the sitsit
- Connection with Umlaut ry

Events

- See 7.

Representation manager

- Board did a great job with Tuning Day

- Will take a look at safer space principles as soon as she has more time

Sustainability manager

- Environmental plan → arrange a meeting to draft this

Social media manager

- A request form for social media content would make it easier for Sonja to follow up on everything.
- Website update is coming! If people would want to know more, a meeting could be organised.
- Photo-contest? (best photo with overalls)
 - Board members should commit to it
 - Advertise at sewing event
- Instagram: team introduction is still from last year, should be updated
- 1 post introducing the board (slides)
 - A photoshoot could be arranged

9. Comments, Announcements and Other Business

Reminder:

- Fill in the events calendar
- People who have keys: join the google calendar and facebook group

NSH will be renovated starting May and might be closed for a while


Next action plan should include smaller goals that are broader → gives the board more room and is less overwhelming

Orbis Birthday: 18/09

Career clinic event can be advertised as Orbis (16/03)

10. Closing of the Meeting

Closing the meeting at 18:27

Chair of the meeting  / Joonas Åkerblom

Secretary of the meeting  / Eveline Vandewalle

Minute checkers of the meeting:

Leah Martin

_____ / Leah Martin

L. Weidinger

_____ / Lucas Weidinger