

Minutes, 24th Board Meeting

Present:

- **CD:** Charlotte Dalgaard Petersen (employee rep.) cdp@cphbusiness.dk
- **CL:** Cæcilie Skov Laybourn (guest & consultant) csl@cphbusiness.dk
- **RP:** Rikke Boye Pedersen (board member) cph-rp98@cphbusiness.dk
- **IS:** Ida Sallerup Madsen (board member) cph-im56@cphbusiness.dk
- **KT:** Kimie Patricia Trillingsgaard (candidate) cph-kt114@cphbusiness.dk
- **NA:** Niclas Andersen (candidate) cph-na127@cphbusiness.dk

Present via Skype:

- **FZ:** Frederik Zahll Ladehoff (board member) cph-fl67@cphbusiness.dk

Not present:

- **BG:** Bartlomiej Gozdek (board member)* cph-bg57@cphbusiness.dk
- **KC:** Kim Clement Hansen (board member) cph-kh310@cphbusiness.dk
- **SM:** Søren Meyer (employee representative)* sme@cphbusiness.dk
- **VK:** Viktoria Kanyik (board member) cph-vk64@cphbusiness.dk
- **SP:** Sebastian Pilgaard Laursen (board member) cph-sl216@cphbusiness.dk
- **TC:** Thomas Christensen (board member)* cph-tc109@cphbusiness.dk
- **VO:** Vilhelmine Ozolina (board member) cph-vo97@cphbusiness.dk
- **CC:** Cristina Chiper (board member)* cph-cc136@cphbusiness.dk

*These board members voted in writing ahead of the meeting.

Minutes

The board meeting started at 17:05

1. Approval of the agenda

- Everyone approved

2. Approval of the minutes from the last meeting

- Everyone approved

3. Orientation

- As of 6/10, Kim Clement has immediately stepped back from his role as chairman of the student organisation and now has no more ties to the student organisation in any way.
- Ida Sallerup Madsen will stop as vice chairman at the end of the semester (Winter 2017) due to internship in the upcoming semester, but will still be part of the student organisation and help keep the finances in check together with Kimie (Finance Function).
- Louise Sørensen and Katharina Rasmussen (bar managers) are also stopping as bar managers, because they are starting the internships in January 2018
- Conference day was successful with 15 new members attending as well as a few older members
- Happening now:
 - New members are currently being trained for new roles
 - Weekly workshops: Every Thursday there is a non-mandatory workshop where the volunteers can get together. Room 0.04 at Cphbusiness Sørerne has been booked, but there is not enough room for many participants and any noise distracts other employees. Suggestion: Book a classroom rather than room 0.04 for the weekly workshops
 - Niclas will look into this
 - Recruitment for upcoming projects: Members who are not involved in any projects, need to be approached and encouraged to sign up for upcoming projects.
 - Cæcilie will post the projects in the Members & Volunteers Facebook group
 - Improvement of Friday Bars in collaboration with Studenterbolaget: CDP and the bar managers had a meeting with Anders and Magnus from Studenterbolaget to discuss how can we get Studenterbolaget more involved.
- Study and Career has applied for hiring a student worker to support the student organisation as well as CDP. CDP is currently waiting for response on this.
- Dinero: We still do not have access to this account as we have waited to hear back from Sebastian Pilgaard. We can therefore not report the annual report for the AGM.
 - During the meeting, we gained access to Dinero via the finance@cphbusiness.dk. Ida has the login details for Dinero.
- CA A-kasse contract:
 - Kim has made a contract with CA A-kasse without the knowledge of the board. The contract was signed after Kim had resigned as chairman and is therefore not valid. This contract does not follow what the student organisation can promise and uses the student organisation rather than helping. The contract also violates rules on unions allowed on the campuses.

- CDP will make sure the contract is annulled.
- Suggestion: The new board should create guidelines for contracts etc.
- It was agreed by the board that a contract with HK and Business Danmark will be looked into to ensure that both parties get the most out of their partnerships.
- Update/Status on the systems:
 - Website: Now that Vilhemina has left the student organisation, she needs to give an update on where the process here is so that the organisation can continue working on the website.
 - Google Drive: Closed due to lack of payment. Google Drive can only be paid with Dankort. There were problems with who had access to what and each department ended up having an account. Possibilities of using OneDrive like Cphbusiness do.
 - Niklas will look into the possibility of using it to store the organisations posters, pictures etc.
 - Plandate is closed due to lack of payment.
 - OrangeHRM was also cancelled. We do not need programs that are designed for big companies.
 - E-conomics: We are still paying for it but we do not use it.
 - Ida will look into finding login for it, so we can export our data and close the account.
- Activities for the rest of the semester
 - 31/10 + 2/11, Open House (Rikke will do the presentations)
 - 31/10 - Advisory board meeting
 - 7/11 - 1st Status Meeting
 - AGM – must be held in November
 - Suggestion for date: 29/11
 - Vote: Everyone approved
 - Celebration event for volunteers (most likely 2/11)
 - 4x Friday bars in November
- Next semester's activities
 - Friday bars: There will be less Friday bars next semester. Studenterbolaget wants to help to create guidelines to how it should be organised in the future.
 - Intro bars:
 - Comment from FZ: If the student organisation order too much, it can be returned and picked up for free at each campus
 - CDP has held meetings in regards to the intro bars for the Winter start of 2018 and the dates are almost in place.
 - Everyone agreed to use Studenterbolaget more for these events
 - Voting for activities:
 - There will be no Roskilde Festival Summer 2018
 - Everyone approved
 - There will be no Semester Party this Spring 2018
 - Everyone approved

- There will held an introduction meeting in February for recruitment of new volunteers
 - Everyone approved
- Friday bars will be held every other Friday
 - Approved (1 voted against)
- Professional event in March
 - Everyone approved
- Social event in April
 - Everyone approved

4. Board members

- The following board members want to be voted out
 - Bartłomiej Gozdek
 - Sebastian Pilgaard
 - Kim Clement
 - Thomas Christensen
 - Viktoria Kanyik
- Voting:
 - Vote Bartłomiej Gozdek ff the board:
 - Everyone approved
 - Vote Sebastian Pilgaard off the board:
 - Everyone approved
 - Vote Kim Clement off the board:
 - Everyone approved
 - Vote Thomas Christensen off the board:
 - Everyone approved
 - Vote Viktoria Kanyik off the board:
 - Everyone approved
- Voting for new candidates for the board:
 - Vote Niclas Andersen in the board:
 - Everyone approved
 - Vote Kimie Trillingsgaard in the board:
 - Everyone approved
- Voting for roles in the board:
 - New chairman for the board for the rest of 2017:
 - Candidates: Rikke Boye Pedersen
 - Everyone approved
 - A new treasurer:
 - Candidates: Kimie Patricia Trillingsgaard
 - Everyone approved
 - A new secretary for the board for the rest of 2017
 - Candidates: Charlotte Dalgaard Petersen
 - Everyone approved

Congratulations to the new board members

The board the rest of 2017:

1. Rikke Boye Pedersen, chairman
2. Ida Sallerup Madsen, vice chairman
3. Kimie Patricia Trillingsgaard, treasurer
4. Charlotte Dalgaard Petersen, secretary, employee representative
5. Niclas Andersen, board member
6. Frederik Ladehoff, board member
7. Cristina Chiper, board member
8. Vilhelmine Ozolina, board member
9. Søren Meyer, employee representative

5. Financial situation

- Current balance: +3.251,45 DKK with an expected income in the upcoming week of approx. +5.000,00 DKK
- Situation is not ideal at the moment, but the student organisation is going in the right direction and invoices are being paid.
- We still need around 7.700,00 DKK to pay back the rest of Roskilde Festival volunteers; in addition to this, they were also promised 400 kr. by Kim.
 - Comment from CL: Cphbusiness Lyngby (Lars Bogetoft and Michael Svejstrup) still owe us money from the Søren Pind bar, which will come within the next couple of months
- Current status of Bank Account accesses:
 - Lujza Grossmanova (no longer a student or volunteer in the student organisation)
 - Sebastian Pilgaard (no longer a volunteer in the student organisation)
 - Kim Clement (no longer a volunteer in the student organisation)
 - Ida Sallerup Madsen (still a volunteer in the student organisation)
- Suggestion to vote that they should not have access anymore
 - Voting:
 - Luzja Grossmanova should no longer have bank account access
 - Everyone approved
 - Sebastian Pilgaard Laursen should no longer have bank account access
 - Everyone approved
 - Kim Clement Hansen should no longer have bank account access
 - Everyone approved
- Suggestion for treasurer Kimie Patricia Trillingsgaard to have bank access
 - Voting: Kimie Patricia Trillingsgaard should have access to the bank account
 - Everyone approved
- Dankort:
 - Dankort was opened by KC, which was not agreed upon by the board and has now been closed by KC.
 - There has been unusual activity on the Dankort which has not been justified which Ida has been looking into.

- Suggestion: There should not be established a credit card for the student organisation
 - Voting: Everyone approved
- Suggestion: if there is a need for a Dankort payment the student organisation can contact CDP, who will discuss it with Cphbusiness to receive an advance; still possibilities for bank transfer and outlays and to have amounts paid forward.
 - Suggestion was approved by everyone
- Types of bank account access: Mandate and online user agreement (in Danish: Fuldmagt eller Brugeronlineaftale)
 - Suggestion: All bank account accesses must be established as online user agreements.
 - Voting: Everyone approved

6. Advisory Board meeting

- The next Advisory Board meeting will take place 31/10 from 16:00 to 18:00 at Cphbusiness Sørerne.
- Ideas for topics to be discussed:
 - Issues on how to deal with the volunteers only being at Cphbusiness short-term.
 - Importance of getting the "small projects" perfect (Friday bars etc.).
 - How to get the new students, members and employees to be a fan, a voice and an ambassador for the student organisation.
 - How do we get the new volunteers involved immediately and with which project.
 - Importance of the HR role to get more involved with new members - who sends you onto the relevant person, who will get them started etc.
 - Magnus from Studenterbolaget wants to host a "how to get started with projects" but maybe we could use the Advisory Board more in this area.
 - Some new volunteers are proactive, but most are not. How do we involve them.
 - What kind of information is actually needed for the new volunteers, what do they need to know immediately and what questions do we need to ask them
 - Suggestion: Welcome package for the new students
 - The motivation of new members and create activities that get all the members together; perhaps a part of the HR responsibilities.
 - Have a talk with the people who leave - to discuss what was your role, what projects knowledge and things do we need to take hold of etc.

7. Study start

- Introduction to the student organisation in the intro weeks:
 - Usually the volunteers give presentations to all the new students in individual classrooms and campuses, but each year is impossible to get the volunteers to attend and give the presentations.

- Suggestion: Create a fun and visual video about the student organisation that will be a part of the other presentations during the day. And do not give presentations in the classes.
 - The suggestion was approved.
- Suggestion: Create a Morning Welcome Team, which means that volunteers are present during the mornings where the new students start. The volunteers will welcome the new students and hand out free croissants, coffee, info flyers and have good music.
 - Comment: We have had good feedback before on the flyers, that can also be places around the tables and canteens.
 - The board agreed on this process and will set up meetings with the Innovation department to discuss further.

8. Amendments to the formalities

- The formalities are the backbone of the student organisation. If changes are made, then it needs to be approved at the AGM.
- The amendments were presented and approved by the board.
- Suggestion to look into Paragraph 7: Charlotte will contact Anna and look into the topic of the power of attorney in relation to paragraph 7 where it states that the chairman of the board can give the power of attorney to the president (if they are two different people).

9. Other topics

- There should be an AGM poster. CL will create that.

10: Next meeting

- The next board meeting will be held in 2018 with a new board voted in at the AGM in November 2017.

Meeting ended: 19:35 (30 minutes over time)