

## Minutes, 23<sup>rd</sup> Board Meeting

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### Present:

- **CC:** Cristina Chiper (board member) cph-cc136@cphbusiness.dk
- **RP:** Rikke Boye Pedersen (board member) cph-rp98@cphbusiness.dk
- **CD:** Charlotte Dalgaard (employee representative) cdp@cphbusiness.dk
- **KC:** Kim Clement (board member) cph-kh310@cphbusiness.dk
- **FZ:** Frederik Zahll Ladehoff (board member) cph-fl67@cphbusiness.dk
- **SH:** Sebastian Holmegaard (Advisory Board) cph-sh299@cphbusiness.dk
- **IS:** Ida Sallerup Madsen (board member) cph-im56@cphbusiness.dk

### Not present:

- **BG:** Bartlomiej Gozdek (Head of Bar) cph-bg57@cphbusiness.dk
  - **SM:** Søren Meyer (employee representative), sme@cphbusiness.dk
  - **VK:** Viktoria Kanyik (Head of HR) cph-vk64@cphbusiness.dk
  - **SP:** Sebastian Pilgaard (Head of Finance) cph-sl216@cphbusiness.dk
  - **TC:** Thomas Christensen (Vice chairman) cph-tc109@cphbusiness.dk
  - **VO:** Vilhelmine Ozolina (candidate for board) cph-vo97@cphbusiness.dk
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## 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 / Kim

#### 3.a. New Vice President

Ida Sallerup is the new vice chairman.

### **3.b. 2<sup>nd</sup> Advisory board meeting:**

- new structure with new board construction
- The Advisory board recommended that the student organisation does not focus on reinventing the vision for the student organisation, but use the energy on the structure and workflow.
- CDP will upload the minutes from the Advisory board meeting on the Active Members Facebook group.

### **3.c. Student jobs within the student organisation**

- Kim is working together with Charlotte on getting one or two paid student jobs for the student organisation in order to ensure consistency and loyalty.
- The student jobs would be paid by Cphbusiness.
- Rikke suggestion: The bar manager should be a paid student job as well.
- Next step: Kim and Charlotte will present it to Søren Meyer and discuss the further process.

## **4: Strategy status / CD**

KC, IS, Cæcilie and CD had a strategy meeting today to discuss the strategy process.

- At the strategy meeting the following things were done:
  - o Strategy process timeline
  - o Dates for upcoming activities in the fall 2017
  - o Overview of available positions:
    - Secretary
    - Finance?
    - Student political function
    - Bar manager
  - o Make template for the Social events Manual
  - o Find a date for the 1st Status meeting: 7 June from 17-19
  - o Find dates for two workshops during the summer: 21 June from 16-20 and 17 August from 16-20
- Next steps:
  - o Make job descriptions (CDP)
  - o Make responsibility overview (CDP)
  - o Make budget allocation (CDP, KC and SP)
  - o Translate manual template to UK (?)
  - o Make template for other manuals (CDP, CC)
  - o Add description about how to recruit and recruitment process to the strategy (CDP)
  - o recruit people for available positions (at the Status meeting)
  - o recruit for activities Fall 2017 (at the Status meeting)

Cæcilie has written her bachelor project about the strategy process. Her visualization of the organisational structure and the wheel of events were presented.

- It was suggested to keep the Wheel of Events but to supplement it with a Gant chart or a more linear overview (similar to the current Activity plan).

#### Suggestion:

- update the members and volunteers about the strategy status and process.
- KC will send out an email to all volunteers and members about the strategy process and upcoming changes. This will also be posted at the Facebook group.

### **5: Financial situation**

Balance: +64.218,39 DKK

KC and IS are going to the bank as soon as the minutes from the meetings are signed by all board members, in order to get access to the bank account.

It is a problem right now that SP is the only one with access to the bank account, also because he is difficult to reach by email and phone.

### **6: Status – events**

#### **6.a. Semester party / KC**

- The to do list is almost done. It has been hard work.
- Sponsors: HK, CA and Polyteknisk Boghandel
- Status on tickets: 92 sold tickets excluding volunteers helping out at the party
- Budget: with approx. 100 tickets sold, it will result in a deficit of approx. 5.000 DKK.
- The party has been moved to take place in the canteen at Cphbusiness Søerne. The venue Le Rouge has been sold before the contract was signed.
- Suggestion: Make a Facebook post explaining where the party is and why.
- Suggestion: Send an email (from the Students email account) to the people who bought a ticket explaining that the party has been moved and explaining why.

#### **6.b. Active Members Party / RB**

- Date: 25 May from approx. 16:00 - ?
- Activity idea: trampoline jumping
- Dinner at a restaurant Mæt
- Extra activities: Handout diplomas (HR)
- Nomination of the best volunteer – the winner gets a prize
- Budget: 12.000 DKK
- Rikke will create an event on the Facebook group

#### **6.c. Roskilde Festival / SH**

- This time has been better planning in better time

- The contract is signed: we must deliver 60 volunteers
- Status: 40 students have signed up as volunteers. They still need to sign up for People-M and pay the deposit.
- Vivi will be in charge of the budget. CD is working on getting Vivi access to look at the bank account.
- Deadline for being a part of the camp: 1/6
- Deadline for paying the deposit: 16/6
- Promotion: CD can help with info screens and send out email to the students. The Roskilde team will let CD know if her help is needed.
- Flyers are made and should be handed out in the canteens. The Roskilde team is responsible for this.

### **Bar department / FL**

- We had a meeting last Tuesday
- We are planning the upcoming semester by working on theme ideas
- Suggestion: Have fewer themes and just host normal Friday bars with beer pong tournaments.
- The current concept with Friday bars at each campus does not work. The Bar department is working together with the presidency on developing the Friday bar concept e.g. more local bars or bigger central bars.
- Suggestion: Consistency is the key, so small local Friday bars would be good
- Open job position in the bar department: Bar managers
- Bart is currently in charge. Louise has the keys.

### **7: Study start / FL**

On behalf of the student organisation FL attended Cphbusiness' study start evaluation meeting.

At the meeting the following were discussed:

- This winter study start got a positive feedback.
- Intro bars were popular.
- The campuses are positive about having intro weeks with more social content e.g. intro tours.
- Each campus is in charge of their own intro activities.
- FL suggested that the student organisation can collaborate with tutors to create better intro weeks.
- Intro tours: student Rasmus Holst will try to host an intro tour for the MAK/MEC at Sørerne.
- The student organisation will not be in charge of other social activities than the intro bars and Fælles in Fælled.
- Intro bars: The student organisation will offer the campuses intro bars. CD will coordinate with the campuses.

- Tutors could also be serving beer
- Fælles i Fælled: FL will ask if Maria can help with telling how to plan the event. CD will meet with Maria and start the planning until a project manager is found.

## **8: Other topics**

### **8.a. Culture and vision / VK**

Viktoria's topic about vision was not discussed due to her absence.

### **8.b. Picture database / RB**

The topic is up to the Communication to decide.

### **8.c. Exam training workshop / CD**

The student organisation has been offered a good price for a virtual reality exam training workshop for 40 students. CD has talked with HK about sponsoring this workshop, but they can only sponsor it next semester.

Suggestion: We do not plan this workshop for the students this summer due to lack of promotion time and sponsorship.

Decision: The workshop will be held at the end of the fall semester.

### **8.d. Google Drive / FL**

We need info about the google drive - how to access it and how to use it.

VO is the one who knows about the Google Drive.

### **8.e. HK collaboration / CD**

CD has a meeting with HK next week where the sponsorships of the fall semester will be discussed.

## **9: Next meeting**

Next board meeting will be changed to a Status meeting for all members and volunteers in the student organisation.

The Status meeting takes place 7 June 2017 from 17:00 – 19:00 at Cphbusiness Søerne

The date for the next board meeting will be announced at the Status meeting 7 June.

**Meeting ended: 18:55**