



FÖRENINGEN EKONOMERNA VID STOCKHOLMS UNIVERSITET

Board meeting #1
Monday 2016-07-04
Styrelserummet, Smedjan
Time: 18:00-22:00

§.1 **Call to Order**

Carina Arnesson opened the meeting at 18.16

§.2 **Appointment of Secretary**

Erica Plahn was appointed as secretary

Martin Frey was adjusted into the meeting with speaking rights at 18:17.

§.3 **Appointment of Adjusters**

Freddy Ekroth and Andreas Wassenius was appointed as adjusters.

§.4 **Adjustment of voting rights**

§.5	Attendees	Voting right	Speaking right
	Carina Arnesson	.	.
	Andreas Wassenius	.	.
	Freddy Ekroth	.	.
	Douglas Forsling	.	.
	Henrik Nordlander	.	.
	Erica Plahn	.	.
	Alexandra Kaktus (-19.05)	.	.
	Pablo Chiroso	.	.
	Axel Strömberg	.	.
	Martin Frey	.	.

§.6 **Adoption of Agenda**

MÄ added a point as §14 and following items were adjusted thereafter.

§.7 **Follow up of to-do list**

No to-do list to follow up.

§.8 **Adoption of previous protocols**

The protocol from meeting #31 was added to the archives.

§.9 **Check-in**

Processed.

§.10 **Debriefing, all areas of responsibility**

Pablo Chiroso: Received the translated policies that my predecessor Stephanie Matti could not review, the Recruitment policy and the Crisis and Catastrophe plan. They need to be reviewed and uploaded. Currently planning the I5 meeting for the fall semester, which Föreningen Ekonomerna will host.

Carina Arnesson: Finished handover. Attended skiftet. Started to get familiar with the President's mail and Podio account. Summoned to and prepared for the first board meeting. Planned the summer schedule for the Board. Had meeting with the Project Managers of Ekonomernas Dagar and gave feedback on their project plan and budget.

Freddy Ekroth: Arranged meetings with Fadderiet and PrU. Taken up contact with the new head of event at Nymble regarding our finsittning. Taken up contact with Office of International Affairs to set up a presentation meeting of fadderiet together with the generals.

Douglas Forsling: Almost completed the handover, just the last bookings and some small things are left of the handover. Have been updated about what's is ongoing in the mail (kamera and kräftan). Will have meetings with Henrik about how we want to work during the year.

Henrik Nordlander: The same as Douglas, last sessions with previous Treasurer Tuesday – Wednesday. Going to have a meeting with treasurer regarding our co-operation this year. Going to start planning for Föreningen Ekonomernas budget 2016/2017.

Erica Plahn: Have had the last contract meeting before the summer, now it's only GT left and we'll have that meeting in the beginning of the fall. Working on getting the first drafts out to the partners this week. Have contacted NU, Börsrummet and Entreprenörsmästeriet regarding meetings about the year. Finished the handover with Ludvig. Starting to get a head of everything in the email. Will arrange meetings with all

the contact persons from the association to go through the contracts with them.

Andreas Wassenius: Finished the handover with Sara. Need to look over the e-mail to get a better view. Will try to set up a timeline for the board in either Podio or google to have it to the handover next year so the predecessors will have a better look for the coming year. Started planning with the course representatives for this semester. Going to read the documents that involves union status that Sara finished before she stepped of.

Alexandra Kaktus: Got access and started going through the mail account. Going to have one last handover with Mimmi.

Axel Strömberg: Contacted Mecenat that I'm the new Head of IT, so they know who I am later when the new membership software arrives. Handover with Matilda is not finished. Sorted out the e-mail and the mess that was in it!

§.11 **Debriefing, Treasury**

Right now they are getting all the invoices from Skiftet. Have talked to PrU. Are going to start with the budget for this year. This week they will do all the accounting for June.

§.12 **Debriefing, Operational Management Group**

They have stated talking with each other in a chat and have asked Freddy some questions. Tonight or tomorrow Freddy will add them to the OMG workspace on Podio and start planning the date for the first meeting.

§.13 **Debriefing, Strategic projects**

Will book a meeting for planning for what projects we want to work with.

§.14 **Notification: MÄ**

Rapporteur: Martin Frey

Described MÄs roll during the meetings. Takes notes so the next person will know what has been said. Come with input if needed.

Are doing some organizational changes. Have two new members since Skiftet.

§.15 **Notification: Approved project plan for Minerva**
Rapporteur: Erica Plahn **(Appendix 1)**

The project plan was added to the archives with the following changes:

- Add a marketing manager
- Delete the last paragraph under Budget
- Remove "EY" from the first paragraph under budget
- Delete the first sentence in June under Time schedule.
- Add July and August together under Time schedule.
- Remove the private email addresses under contact details and add Minerva@foreningenekonomerna.se instead.

§.16 **Decision item: Account signatory fiscal year 16/17**
Rapporteur: Carina Arnesson **(Appendix 2)**

Douglas Forsling was adjusted out from the meeting at 18.49

Claim

that the Board chooses Douglas Forsling as account signatory for the fiscal year 2016/2017.

Decision

that the Board chooses Douglas Forsling as account signatory for the fiscal year 2016/2017

Douglas Forsling was adjusted into the meeting at 18.51

Henrik Norlander was adjusted out from the meeting at 18.51

Claim

that the Board chooses Henrik Nordlander as account signatory for the fiscal year 2016/2017.

Decision

that the Board chooses Henrik Nordlander as account signatory for the fiscal year 2016/2017.

Henrik Norlander was adjusted into the meeting at 18.53

§.17

Decision item: Authorized signatory fiscal year 16/17

Rapporteur: Freddy Ekroth

(Appendix 3)

Carina Arnesson was adjusted out from the meeting at 18.54

Claim

that Carina Arnesson is chosen as authorized signatory for the fiscal year 16/17

Decision

that Carina Arnesson is chosen as authorized signatory for the fiscal year 16/17

Carina Arnesson was adjusted into the meeting at 18.55

Erica Plahn was adjusted out from the meeting 18.55

Claim

that Erica Plahn is chosen as authorized signatory for the fiscal year 16/17

Decision

that Erica Plahn is chosen as authorized signatory for the fiscal year 16/17

Erica Plahn was adjusted into the meeting 18.56

Douglas Forsling was adjusted out from the meeting at 18.56

Claim

that Douglas Forsling is chosen as authorized signatory for the fiscal year 16/17

Decision

that Douglas Forsling is chosen as authorized signatory for the fiscal year 16/17

Douglas Forsling was adjusted into the meeting at 18.57

§.18

Decision item: Debit card holders 16/17

Rapporteur: Erica Plahn

(Appendix 4)

Carina Arnesson was adjusted out from the meeting at 19.00

Claim

that the Board appoints Carina Arnesson as debit card holder for the association during the fiscal year 2016/2017

Decision

that the Board appoints Carina Arnesson as debit card holder for the association during the fiscal year 2016/2017

Carina Arnesson was adjusted into the meeting at 19.01

Douglas Forsling was adjusted out from the meeting at 19.01

Claim

that the Board appoints Douglas Forsling as debit card holder for the association during the fiscal year 2016/2017

Decision

that the Board appoints Douglas Forsling as debit card holder for the association during the fiscal year 2016/2017

Douglas Forsling was adjusted into the meeting at 19.03

Freddy Ekroth was adjusted out from the meeting at 19.03

Claim

that the Board appoints Freddy Ekroth as debit card holder for the association during the fiscal year 2016/2017

Decision

that the Board appoints Freddy Ekroth as debit card holder for the association during the fiscal year 2016/2017

Freddy Ekroth was adjusted into the meeting at 19.04

Alexandra Kaktus was adjusted out from the meeting at 19.05

Erica Plahn takes her vote.

The meeting was paused at 19:05.

The meeting was resumed at 19:13.

§.19

Decision item: Project plan for Ekonomernas Dagar 2017

Rapporteur: Carina Arnesson

(Appendix 5)

Claim

that the board approves the project plan for Ekonomernas

Dagar 2017

Decision

that the board approves the project plan for Ekonomernas Dagar 2017 with the following changes:

- Change the word “run ins” to “inspring” in Page 4, last paragraph.
- Change the dates for Fadderiet, add it during the spring semester as well and remove the word “SBP” in the timeline, page 5
- Add a follow up meeting for the budget in May in the timeline.

§.20

Decision item: In charge of keys

Rapporteur: Henrik Nordlander

(Appendix 6)

Discussion: Freddy and Douglas will go through all the keys with Mikael Johansson but everyone is in charge.

Claim

that Carina Arnesson is to be in charge of the keys.

Decision

that Carina Arnesson is to be in charge of the keys.

Claim

that Andreas Wassenius is to be in charge of the keys.

Decision

that Andreas Wassenius is to be in charge of the keys.

Claim

that Freddy Ekroth is to be in charge of the keys.

Decision

that Freddy Ekroth is to be in charge of the keys.

Claim

that Douglas Forsling is to be in charge of the keys.

Decision

that Douglas Forsling is to be in charge of the keys.

Claim
that Henrik Nordlander is to be in charge of the keys.

Decision
that Henrik Nordlander is to be in charge of the keys.

Claim
that Erica Plahn is to be in charge of the keys.

Decision
that Erica Plahn is to be in charge of the keys.

Claim
that Alexandra Kaktus is to be in charge of the keys.

Decision
that Alexandra Kaktus is to be in charge of the keys.

Claim
that Pablo Chiroza is to be in charge of the keys.

Decision
that Pablo Chiroza is to be in charge of the keys.

Claim
that Axel Strömberg is to be in charge of the keys.

Decision
that Axel Strömberg is to be in charge of the keys.

§.21

Decision item: In charge of evacuations

Rapporteur: Henrik Nordlander

(Appendix 7)

Carina Arnesson was adjusted out from the meeting at 19.45

Claim
that Carina Arnesson is to be in charge of evacuations.

Decision
that Carina Arnesson is to be in charge of the evacuations.

Claim
that Andreas Wassenius is to be in charge of the evacuations.

Decision
that Andreas Wassenius is not to be in charge of the evacuations.

Claim
that Freddy Ekroth is to be in charge of the evacuations.

Decision
that Freddy Ekroth is not to be in charge of the evacuations.

Claim
that Douglas Forsling is to be in charge of the evacuations.

Decision
that Douglas Forsling is not to be in charge of the evacuations.

Claim
that Henrik Nordlander is to be in charge of the evacuations.

Decision
that Henrik Norlander is not to be in charge of the evacuations.

Claim
that Erica Plahn is to be in charge of the evacuations.

Decision
that Erica Plahn is not to be in charge of the evacuations.

Claim
that Alexandra Kaktus is to be in charge of the evacuations.

Decision
that Alexandra Kaktus in not to be in charge of the evacuations.

Claim
that Pablo Chiroso is to be in charge of the evacuations.

Decision

that Pablo Chiroso is not to be in charge of the evacuations.

Claim

that Axel Strömberg is to be in charge of the evacuations.

Decision

that Axel Strömberg is not to be in charge of the evacuations.

Carina Arnesson was adjusted into the meeting at 19.46

§.22

Decision item: Remuneration

Rapporteur: Douglas Forsling

(Appendix 8)

Carina Arnesson was adjusted out from the meeting at 19.49

Claim

that the Board approves for Carina Arnesson, President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.

Decision

that the Board approves for Carina Arnesson, President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.

Carina was adjusted into the meeting at 19.51

Andreas Wassenius was adjusted out from the meeting at 19.51

Claim

that the Board approves for Andreas Wassenius, Vice President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.

Decision

that the Board approves for Andreas Wassenius, Vice President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.

Andreas Wassenius was adjusted into the meeting at 19.52

The meeting was paused at 19:52.

The meeting was resumed at 20.01.

§.23 **Discussion item: Extended remuneration**
Rapporteur: Henrik Nordlander **(Appendix 9)**

Discussion if more people in the board should receive remuneration. Talked about which roles that should be next up. Second vice president and the treasury is good candidates since it's posts with lot to do and where you have to spend a lot of time in Smedjan and therefore can't have an extra job. Another role that has a lot is head of corporate relations and therefore maybe should get remunerated. Might be a good thing to wait until the association has decided about if we want to become a union. Has to be more than just a symbolic amount if it's going to be worth it for the post to take. A more thorough investigation has to be made before we can discuss it further. Should be a decision at the association meeting. Have to think about that we are still an non-profit association, what signals do we want to send out to our members. Everyone should evaluate their role in the board. What they do today, what you could do with more time.

The meeting was paused at 20:38.

The meeting was resumed at 20.45.

§.24 **Discussion item: Association secretary**
Rapporteur: Carina Arnesson **(Appendix 10)**

If we want a secretary it should be a person who wants to do it for the right reasons. Good that the board can focus more on the meetings. Need a real plan for how the process will be. Carina will develop guidelines. Erica, Freddy and Pablo will be in charge of the interviews.

§.25 **Discussion item: Refurbishment of Smedjan**
Rapporteur: Freddy Ekroth **(Appendix 11)**

Smedjan needs to be freshen up. Put up more photos from events and on members. Invest in a TV where schedule for room bookings, pictures and the event calendar can roll. Engage OMG in this to make them feel more at home from the start in Smedjan and therefor might take a bigger responsibility for it. Put up a doorbell by the door so it feels more including and welcoming. Look up if we can put up some sort of sign on the outside of the house to show where we are. We need to

decide another day where we clean the board room.

- §.26 **Discussion item: Cleaning utilities and inventory**
Rapporteur: Douglas Forsling **(Appendix 12)**

Have to buy new kitchen equipment, go through what we have, what we need, what we can throw out. Make the storage room better. Make place for things. Mark up the shelves so it's easier to find where things goes. One shelf for old sponsor things that everybody can take from.

- §.27 **Discussion item: Sponsor our new students with products**
Rapporteur: Andreas Wassenius **(Appendix 13)**

A good way to market the association Bags made of fabric could be a suitable goodie bag. Have our logo on one side. Ask if either PwC or the institution wants to be on the other side and help with sponsoring them.

- §.28 **Discussion item: Overalls to PrU**
Rapporteur: Douglas Forsling **(Appendix 14)**

We will buy them in bulk as usual and then they will pay for they when they get one.

- §.29 **Additional items**

- §.30 **Up-coming events**

- §.31 **To-do list**

Freddy will talk to the generals about what you call the different groups for Fadderiet.

Freddy will look up about HLR and fire course to the board and OMG.

Douglas and Freddy will book a meeting with Mikael Johansson to go through the keys.

Carina and Andreas will investigate if we should remunerate more people in the board.

Carina will talk to David about the roll as secretary.



Alexandra will make the poster and post it about the secretary roll in the beginning of August.

Freddy will see if we can have a day where we take a photo of as many active members as possible.

Carina will talk to Tommy if we can, and then how to make us more visible in Kräftriket.

Erica will email PWC and SBS if they want to be a part of the goodie bags for Fadderiet.

Alexandra will look up what it should cost to make the goodiebags and if you can have two logos on it.

§.32

Next meeting

Will be Monday 18/7 at 18.00

Axel Strömberg will be the secretary.

§.33

Meeting concluded

Carina Arnesson concluded the meeting at 22.00

Appendix 1

Notification: Approved project plan for Minerva

Rapporteur: Erica Plahn

Information: The project plan was approved by the Chairwoman of the Business Committee for 15/16 Ebba Heselius and the Head of Corporate Relations for 15/16 Ludvig Ageby Svensson, the 27th of June. See attached file.

Appendix 2

Decision item: Account signatory fiscal year 16/17

Rapporteur: Carina Arnesson

Background: We need to elect who should be account signatory during the fiscal year 2016/2017. Since the Treasurer and Vice Treasurer does that work, the Board should agree that to elect them.

Claim

that the Board chooses Douglas Forsling as account signatory for the fiscal year 2016/2017.

that the Board chooses Henrik Nordlander as account signatory for the fiscal year 2016/2017.

Appendix 3

Decision item: Authorized signatory fiscal year 16/17

Rapporteur: Freddy Ekroth

Background: We need to decide who should be authorized signatory for the fiscal year 16/17.

Claim

that Carina Arnesson is chosen as authorized signatory for the fiscal year 16/17

that Erica Plahn is chosen as authorized signatory for the fiscal year 16/17

that Douglas Forsling is chosen as authorized signatory for the fiscal year 16/17

Appendix 4

Decision item: Debit card holders 16/17

Rapporteur: Erica Plahn

Background: Every year we have a few debit cards handed to a few people within the association. Since the President and the Treasurer are the ones with most responsibility for the economy of the association, and also the second vice will buy a lot of things for the association for different meetings, I suggest Carina Arnesson, Douglas Forsling and Freddy Ekroth as debit card holders 2016/2017.

Claim

that the Board appoint Carina Arnesson as debit card holder for the association during the fiscal year 2016/2017

that the Board appoint Douglas Forsling as debit card holder for the association during the fiscal year 2016/2017

that the Board appoint Freddy Ekroth as debit card holder for the association during the fiscal year 2016/2017

Appendix 5

Decision item: Project plan for Ekonomernas Dagar 2017

Rapporteur: Carina Arnesson

Background: The project plan for Ekonomernas dagar 2017 is done. Please see attached file.

Claim

that the board approves the project plan for Ekonomernas dagar 2016

Appendix 6

Decision item: In charge of keys

Rapporteur: Henrik Nordlander

Background: We have very many keys that goes to our place but no one who really knows which key that is the correct key for each door. I therefore think we should decide someone that should be in charge of the keys and take course held by Mikael Johansson. This in order to have control over all the keys and knowing where there going.

Claim

that Carina Arnesson is to be in charge of the keys.

that Andreas Wassenius is to be in charge of the keys.

that Freddy Ekroth is to be in charge of the keys.

that Douglas Forsling is to be in charge of the keys.

that Henrik Nordlander is to be in charge of the keys.

that Erica Plahn is to be in charge of the keys.

that Alexandra Kaktus is to be in charge of the keys.

that Pablo Chiroso is to be in charge of the keys.

that Axel Strömberg is to be in charge of the keys.

Appendix 7

Decision item: In charge of evacuations

Rapporteur: Henrik Nordlander

Background: In Smedjan, we have a lot of active members walking around all day long. I therefore find it suitable to have one person who is in charge if there should be a crisis (such as a fire).

Claim

- that Carina Arnesson is to be in charge of evacuations.
- that Andreas Wassenius is to be in charge of the evacuations.
- that Freddy Ekroth is to be in charge of the evacuations.
- that Douglas Forsling is to be in charge of the evacuations.
- that Henrik Nordlander is to be in charge of the evacuations.
- that Erica Plahn is to be in charge of the evacuations.
- that Alexandra Kaktus is to be in charge of the evacuations.
- that Pablo Chiroso is to be in charge of the evacuations.
- that Axel Strömberg is to be in charge of the evacuations.

Appendix 8

Decision item: Remuneration

Rapporteur: Douglas Forsling

Background: The annual meeting of the association have given the board the opportunity to give remuneration for the President and the Vice President in order for them to focus more on the association. If remuneration is decided there are demands. These demands states that the President and the Vice President cannot work between studies and the association, they shall have higher responsibility than the rest of the board and also be more available.

Claim

- that the Board approves for Carina Arnesson, President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.
- that the Board approves for Andreas Wassenius, Vice President, to receive a monthly remuneration during a period of 10 months in the fiscal year 16/17.

Appendix 9

Discussion item: Extended remuneration

Rapporteur: Henrik Nordlander

Background: In previous boards two members have been remunerated in order for them to be able to stay away from any extra work and focus fully on their role as a board member in Föreningen Ekonomerna. With this point I would like us to start discuss whether we should have more people in the board that should be able to the same thing. To stay away from extra job and in return be remunerated. Which role this should be I will leave untold for now in order to not affect anyone's mind about which position is next but instead let everyone have their say.

Appendix 10

Discussion item: Association secretary

Rapporteur: Carina Arnesson

Background: We should discuss whether we want to appoint an association secretary for the fiscal year of 2016/2017. If so, we also need to discuss how to create the assignment specification and when to announce the recruitment.

Appendix 11

Discussion item: Refurbishment of Smedjan

Rapporteur: Freddy Ekroth

Background: Our facilities are a little bit worn and would benefit from some kind of renovation and/or upgrade(s). Therefore, it would be good to discuss what we need and possible ways of which we could accomplish this refurbishment during the summer.

Appendix 12

Discussion item: Cleaning utilities and inventory

Rapporteur: Douglas Forsling



Background: We have done a list of what we should buy so we can do a rigid cleaning of Smedjan. Maybe we should listen to PrU and what they need to make it easier to clean Städet and various pubs. Also we should discuss about cleaning in general, to keep it clean and tidy in our areas. A specific item to discuss: the rug. See Attached appendix.

Appendix 13

Discussion item: Sponsor our new students with products

Rapporteur: Andreas Wassenius

Background: Every beginning of the semester, we have an excellent opportunity to market ourselves through "goodie-bags" the first day to all the new students. This is a great opportunity to show them that we exist and thus hopefully recruit more members.

Appendix 14

Discussion item: Overalls to PrU

Rapporteur: Douglas Forsling

Background: PrU has come with a request to order 25-30 new overalls as this is done in bulk to cover a few years forward. Since we have a few in stock in the boardroom, we probably should do an inventory of how many overalls we have.



**Föreningen
Ekonomerna**
STOCKHOLMS UNIVERSITET

Secretary

Erica Plahn

Adjuster

Freddy Ekroth

Adjuster

Andreas Wassenius