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| Date: | December 13th 2017 | Place: | Café MellemFolk Vestergade 69, 8000 Århus C |
| | Draft Board Meeting Minutes | | |
| Present | <p>From the Board: Anders Hamming (AH) (Chairman of the Finance and Audit Committee), Andreas Dybkjær-Andersson (ADA) (Vice Chairman) (by virtual connection), Helle Munk Ravnborg (HMR), (Chairwomen), Nana Gerstrøm Alsted (NGA), Sine Jensen (SJ) (institutional member), Nadja Manghezi (NM), Linette Lotus Danst (LLD), Maja Louise Sørensen (MLS), Lea Simonsen (LS) (by virtual connection) Andreas Grarup Nielsen (AGR),</p> <p>Others: Henrik Hagemann (HH) (PR), John Hansen (PR).</p> <p>From the Secretariat: Tim Whyte (TRW), Kirsten, Devantier (KID), Vibeke Vinther (VVI) (by virtual connection) (agenda 5) and Malene Wilken (MW), Mads Dahl Thomsen (MDT)</p> | | |
| Absent | David Archer(DA), Søren Bøllingtoft Knudsen (SBK) (institutional member), Cíntia Galbiati Ramos (CGR), Fin Egenfeldt-Nielsen (FEN), Iben Merrild (IM) | | |
| | Minute –Taker: Malene Wilken The meeting was conducted in a mixture of Danish and English | | |

| Agenda | |
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| 01. | Welcome and approval of the agenda |
| 02. | Approval of minutes and matters arising from the Board Meeting October 7-8 th 2017 |
| 03. | Budget and plans for 2018 |
| 04. | Madhuset |
| 05. | Supporting volunteer activism |
| 06. | Midterm evaluation of the Board |
| 07. | Midterm evaluation and Feedback from Parliamentary Audit |
| 08. | AAI & AADK co-operation agreement |
| 09. | Information |
| 10. | Any other business |

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| 01. | Welcome and approval of the agenda |
| | LLD welcomed the board members to the café, and introduced MDT, the daily manager of café MellemFolk. Besides running the café, MDT will assist the volunteers in Århus with the events they would like to make. Though the planned opening of the café had to be postponed, the board was happy to see the premises. HMR opened the meeting. The agenda was approved without any changes. |
| 02. | Approval of minutes and matters arising from the last Board Meeting |
| | The minutes from the board meeting on October 7-8 th were approved, with two slight changes regarding wording and presence. Some board members haven't send their register of interest. MW will send a reminder. |
| 03. | Budget and plans for 2018 |
| | KID presented the budget and operational plans for 2018 including the adjustments requested by the board at the board meeting on October 7-8 th . Compared to previous years, the 2018 budget has been designed differently, due to the desire of having a link to the new strategy. Though the economy at AADK is sound, income-generating activities will be increased, in order to make AADK more independent funding-wise. A re-assessment of the composition of our equity will be undertaken early 2018. AH informed the board that there had been a meeting in FAC in week 49, where they went through the budget. FAC is of the impression, that the budget shows a good picture of the financial situation at AADK. The board approved the budget, and applauded the documents presented in connection to it. Bearing in mind, that AADK is at the beginning of the implementation of the new strategy, the level of detail regarding the income covering activities was satisfactory. The board recognized that time is |

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| | <p>required in order to finance the changes AADK are aiming at making. This important task will be a focus i.e. in the coming <i>innovation garage</i>. The board requested that also the more detailed plans projecting the development in income covering and income generating activities until 2020 be presented to the Board. The board appreciated the decision to reserve 10% of all staff members time as unallocated time for new projects or activities emerging e.g. in dialogue with AADK activists. A more detailed set of indicators will be developed for the new strategy in Q1.</p> |
| 04. | <p>Madhuset</p> <p>Following a comprehensive process of uncovering preferences and possible collaborators in connection to the creation of Madhuset, the board was presented to a proposal of making a limited liability company (Aps) together with Ø&Ko. The board applauded the carefully developed and detailed proposal, and decided to support spending 35.000 Dkr. and approved that AADK enters into the limited liability company. Paying attention i.e. to the possible ethical dilemmas, in the event of having to close Madhuset down, the board showed an interest in seeing the agreement with Ø&Ko for orientation when it is ready. Since AADK must appoint two members for the board of directors, members of the AADK board were encouraged to consider filling in this obligation. Madhuset is planned to open in April 2018.</p> |
| 05. | <p>Supporting volunteer activism</p> <p>MLS presented the result of the work regarding supporting volunteers, that has been developed during the past four months, and also presented a proposal for a future structure of supporting activist ideas. The aim was to find ways of making the cooperation between the secretariat and the different groups of volunteers better. It was decided to make an 'institutional body', where people eager to help coordinate and share information around volunteering in the organization. This body (called Fælles Forum or another name decided by the volunteers) should count on representation from the volunteers/activists, the secretariat and the Board. The board also decided to let the new institutional body review the guidelines of the "volunteer fund" to ensure that it was balancing the interest in support volunteer efforts with interest in promoting work in line with the new strategy. Bearing in mind, that financial support is only one of several instruments which may facilitate making a change, the focus must be to consider what it takes to make the change. The importance of having a focal person MLS or VVI in relations to this important task was mentioned. The importance of being able to support new ideas that are in their infancy was also mentioned.</p> |
| 06. | <p>Midterm evaluation of the Board</p> <p>The evaluation included recognition for good meetings with an engaged board, including the success in the inclusion and accommodation of new members. The board members were enthusiastic about being in Århus, and suggested to make at least one board meeting outside Copenhagen per year.</p> <p>Room for improvement was mentioned in connection to communicating tasks to the contact group. The creation of a Terms Of Reference to groups of volunteers was mentioned as a possible solution to this issue.</p> <p>Improvement was required in connection to getting minutes from board meetings approved and distributed faster. A mandate to MW sending preliminary minutes to board members when required was suggested. Given that minutes from Board meetings are only distributed to council members once they are approved by the Board, attention should be made at providing more speedy information to council members through a more regular newsletter.</p> <p>As a way of preparing the Board's deliberations at the Board meetings, drawing on a wider set of competences present not only among Board members, but also among Council members and beyond, and thus ultimately and constantly increasing the quality and the impact of AADK' work, the working groups which is currently charged with the task of reviewing the governance structure of AADK, was encouraged to consider the possibility of establishing smaller committees like FAC, the Contact Group and the to-be-established 'Fælles Forum' to focus on particular aspects of AADK activities and prepare Board discussions in this regard. Moreover, the Chairmanship and Senior Leadership Team was invited to consider whether experiments with such a model could be made already during the early part of 2018, e.g. in relation to the new set of activities that AADK will engage in as part of the HUM agreement with Danida.</p> <p>It was stressed, that the committees must focus on generating ideas and create value to AADK rather than pulling resources from the secretariat.</p> |
| 07. | <p>Midterm evaluation and Feedback from Parliamentary Audit</p> <p>In their report, the Parliamentary Audit had decided to focus on three subjects: The international cooperation, volunteers & politics, and finances. PR is happy with the work done by the Board and the secretariat. PR was invited to request evaluations etc. regarding tax and work with youth, and copy TW when contacting the secretariat, since much of the required</p> |

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| | | information may well be available. There is a cluster at the secretariat working with i.e. outcome harvesting from the work done at the global platforms. |
| 08. | | AAI & AADK co-operation agreement |
| | | The board was presented to a draft of a new strategic cooperation agreement between AADK and AAI, since the present agreement that relates to the old strategy will expire by the end of the year. A detailed management agreement will be made, and prior to this, the board members were invited to comment on the draft. The Board had an initial discussion regarding the agreement at the board retreat. The discussion has been followed up by a dialog between TW, JKB, Adriano Campolina and Pippa Hayward, the regional coordinator for Europe. The focus areas proposed by AAI are Youth, Campaigning and social movements. Fundraising shared leadership, Programming work in Europe, Learning, knowledge and generating alternatives & Country models. The board expressed a desire to include the AAI strategic ambition of being a federation that is locally rooted and globally connected, and not least its implications, in the agreement, as well as a clarification of the models for the global platforms. During the discussion, it was decided to maintain the working group supporting NGA in her work with AAI. |
| 09. | | Information |
| | | NM passed a greeting to the board from the volunteers in Odense. |
| 10. | | Any other business |
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| The meeting closed at 19:45 |
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| Enclosures | | None |
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