

Pax et Bellum

Meeting minutes

Pax et Bellum board meeting 23 September 2021 at 13:00, Gamla Torget 6, Department of Peace and Conflict Research

Attendance:

§ 1. Call to Order

1:11 pm

§ 2. Election of Meeting Officials

Election of Chair: Ester Tottie

Election of Secretary: Cecilia Maria Borella

Election of attester: Lucas Tamayo Ruiz

§ 3. Approval of Agenda: **Approved**

§ 4. Minutes from Previous Meeting: no previous

- a. Can the board approve the minutes from the previous board meeting? **Approved**

§ 5. Reports

- a. Chair:
 - a. Meeting with institutions
 - b. Agenda
- b. Vice-Chair:
 - a. Contacted ex-vice chair but no response;
 - b. Tomorrow morning going to different nations to ask for the gasque
- c. Secretary:
 - a. Meeting with former secretary
 - b. Login into the mail account
- d. Treasurer:
 - a. Hand over, issues banking, option to solve for next week
- e. Head of Activity:
 - a. Handover yesterday, look at the partnership
 - b. Check the email,
 - c. Communication chain for the Institute for economic and peace. Made arrangement to hold a seminar on September/October
 - d. Plans about nation gasque
- f. Head of Public Relations & Marketing:

- a. Handover, not access to fb,
- b. Photoshoot proposal
- g. General Board Member:
 - a. Not handover, but discuss the mentorship program, recommended to keep going,
 - b. Had a look at the P&B drive

§ 6. Subjects of Discussion

- a. Voting procedures steek to decision
 - i. how vote in board meeting: acclamation yes/no, closing per request. **Approved**
- b. Will the Editor-in-Chief have voting rights? **Approved**
- c. Working hours:
 - i. Main working hours 9-5 weekdays,
 - ii. Avoid doing stuff outside working hours
 - iii. Be available in those working hours,
- d. Webmaster position:
 - i. Head of PR **approved**
- e. Transfer of responsibilities **approved**
- f. How free is the Head of PR and Marketing to post on social media?
 - i. Be pretty free, willingness form the board to write in the future some more specific guidelines;
 - ii. If the things need an approval than head of PR should ask the board
- g. Payment process and current budget:
 - i. Payment process: when there is a payment, it is necessary to send the receipt photo (no need for a physical copy);
 - ii. Reimbursed for coffee and food during events, but not during board meetings.
 - iii. Plan to expand the current budget by making more profit with live event
 - iv. How much money can be used without a board decision? 200 kr same as last year
Approved
- h. Booking a nation for a gasque
 - i. Activity group: priority to contact them and count the people interested
 - ii. Consider activity group for the gasque
 - iii. Divided role between vice chair and head of activities and between in person and mail or online contact
- i. Responsibility over partnerships
 - i. Division of responsibility between Vice Chair and Head of Activities
 - ii. Soft Division of role and responsibility
- j. Which board member will be a part of the department board?
 - i. **Treasurer appointed by the board**
- k. Request about seminars on gender: **approved** and
 - i. Organise a meeting with the II year student proposing this activity;
 - ii. Suggested cooperation with UPAD,
 - iii. Suggestion of the seminars hold both in zoom and in person.

§ 7. Miscellaneous

Proposition to hold seminars in other social science's masters programs to get new members at least for academic events. Task assign to the vice-chair

§ 8. Next meeting

4:30 29th October

§ 9. Closing of Board Meeting

1:59 pm

Chair	Secretary	Attester