

Pax et Bellum

Minutes

Pax et Bellum board meeting 19 October 2021 at 16:30, Gamla Torget 6, Department of Peace and Conflict Research

Attendance:

§ 1. Call to Order

4:34 pm

§ 2. Election of Meeting Officials

Chair: Ester Tottie

Secretary: Sarah Trochemowitz

Attester: Lucas Tamayo Ruiz

§ 3. Approval of Agenda: approved

§ 4. Minutes from Previous Meeting: approved

§ 5. Reports

a. Chair

- i. Signing gasque contract at GH with Hannah and Lucas
- ii. Had a meeting with the Chairs of UPS, UPaD and Tsares
- iii. Booked a meeting with Liana for next week
- iv. Shared an event with Sarah to share on Facebook
- v. Finally got the contract via email for the gasque from GH's 3Q

b. Vice-Chair

- i. Work lunch with vice-chair of TSARES
- ii. Got a table booked for Snerikes for the 20.10.
- iii. Texted Kalmar for PeB on 03.11.
- iv. Booked GH for the Gasque with Hannah and Ester (!!!!!!!!!!!!!!!)
- v. Contacted Joel from CRIsim

c. Secretary

- i. Checked email
- ii. Work on the news-letter
- iii. Meeting with PR on 19/10 at 10:30 to work on the newsletter
- iv. Need info for the newsletter on: office hours and gasque and seminar on 26/10

d. Treasurer

- i. Met with Katja over Zoom
 - ii. Had email contact with Department Board about DB meeting
 - iii. Booked for GH with Lucas and Ester (!!!)
- e. Head of Activity
 - i. I. communication with IEP
 - ii. created the summary with all info for IEP seminar
 - iii. meeting with Sarah to create the promotion for the seminar, sharing the seminar on social media
- f. Head of Public Relations & Marketing
 - i. Advertising IEP seminar
 - ii. Post SFM event
 - iii. Pub et Bellum PR
 - iv. Newsletter
 - v. Website Minutes
- g. General Board Member
 - i. Checking email daily, confirmed meeting with Alumni Association Wednesday 20/10
- h. Editor in Chief
 - i. Organized first meeting

§ 6. Subjects of Discussion

- a. IEP seminar - *Head of Activity*
 - i. Room booked Trädgårdsgatan, 8.45 - 10.15: Room 124
 - 1. Up to 16 people
 - ii. Promoting it as online event with additional in person possibility
 - iii. Providing coffee, tee, and cookies -> Vice chair in charge of it
 - iv. Call for all board members to register
- b. Planning the autumn gasque
 - i. Creating preliminary list to plan the gasque -> breaking it down to smaller tasks
 - ii. General
 - 1. Head of PR will create a FB event
 - 2. No theme for the gasque, only advertise it as autumn gasque
 - 3. Dress code: black tie and cocktail dress
 - 4. Time: Start 17.00 dk
 - 5. No gender division
 - 6. -> providing explanation for the termes
 - 7. Slapp till 1am
 - iii. Tickets
 - 1. 555 sek -> assuming that about 60 people are attending
 - a. However, we'll try to keep it under 550

2. Tickets for snapps are about 14SK by now
3. Treasurer runs the numbers and propose a prize on friday
4. Create sign up form for gasque -> 15.11 deadline
 - a. Include +1 in form
 - b. Switch include proof of payment
- iv. Gasque committee
 1. **Deadline to sign up for this group: meeting on Friday 29.10 (sign up for it until 28.10 -> email Vice Chair)**
- c. Rules for the board room
 - i. Rules of conduct are on the drive
- d. Department board meeting - *Treasurer*
 - i. Treasurer is going to check the agenda of every department board meeting with the PeB board before
 1. Pax is willing to help in the anniversary party
- e. Absence from board meetings
 - i. If you are absence, you have to read on the minutes
 - ii. If it is urgent: The person being responsible for certain things, should also contact the person who was absence if this person is involved
 - iii. If we remember, we can in the end of the board meeting check whether there is something that need to be told to the person absent

§ 7. Miscellaneous

- a. Newsletter: **Approved**
- b. Fika on Sunday
 - i. Yes, **Fika at Storcken Cafe at 2pm** -> Head of activities is booking the table (15 people), while Head of PR is creating a FB event and instagram post to advertise it

§ 8. Next meeting

26.10.2021 at 16.30

§ 9. Closing of Board Meeting

17:52

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|--------------|--------------|--------------|
| Chair | Secretary | Attester |
| Printed name | Printed name | Printed name |

