

# ERIC Board Strategic Weekend 2016

## Participants:

1. President – Jens



2. Vice-President – Eugenie



3. Secretary – Fatima



4. Treasurer – Thierry



5. IT Committee Officer – Bariscan



6. Marketing Committee Officer – Sanja



7. Social Committee Officer – Alex

8. Social Committee Assistant – Christian



9. Social Committee Assistant – Kate

# Agenda

1. [Website](#)
  - a. [Calendar, Newsletter](#)
  - b. [Contact / Info on clubs/countries](#)
  - c. [What is Rotaract](#)
  - d. [Project library](#)
  - e. [Rotary official shops](#)
  - f. [Livestreaming](#)
2. [Certificates](#)
3. [Pricing issue and Event Manual](#)
4. [Working groups and getting CRs involved](#)
5. [Workshops for Bratislava](#)
6. [Selling ERIC Merchandise](#)
7. [Presentations of the Board and CRs](#)
8. [Promoting plenary](#)
9. [Online Voting](#)
10. [Social Projects of HOCs](#)
11. [Survey for REM/EUCO participants](#)
12. [Whitebook for successors](#)
13. [Events database](#)
14. [Gala dinners](#)
15. [BESP and TCA](#)

Topic & Discussion	Task	Responsible	Deadline
<p>1. Website</p> <p><i>1a Calendar, Newsletter</i></p> <ul style="list-style-type: none"> <li>We can set another default view of the calendar</li> <li>It's difficult to add your event to the calendar</li> <li>We should add a message "your application has been submitted"</li> <li>We will share the access to approve the events to the calendar <ul style="list-style-type: none"> <li>Sanja will ask everyone who wants to post their event to the ERIC Facebook page to create an event on the website instead and then we will share the webpage of the calendar to our Facebook <ul style="list-style-type: none"> <li>We should ask CRs to make posts of all their events to the website as well, not only to Facebook</li> <li>Bariscan will check if it's possible to make subscriptions to this page, so that if person wants, he will get an email every time an event is published</li> </ul> </li> </ul> </li> </ul>	<p>Set another default view of the calendar</p> <p>Add a message "your application has been submitted"</p> <p>Share the access to approve the events</p> <p>Check if it's possible to make subscriptions to this page</p>	<p><b>Bariscan</b></p> <p><b>Bariscan</b></p> <p><b>Bariscan</b></p> <p><b>Bariscan</b></p>	
<p><i>1b Information page.</i></p> <p>We want to import the Rotaract Directory from RI website with contact info of clubs or interactive map</p> <p>Chris will ask at Rotary office if we are able to put to our website the list of clubs with location and website</p>	<p>Ask at Rotary office if we are able to put to our website the list of clubs with locations and websites</p>	<p><b>Christian</b></p>	
<p><i>1c What is Rotaract / Resources</i></p> <ul style="list-style-type: none"> <li>We want to make a page "What is Rotaract" In a form of a Mindmap through Prezi</li> <li>Put more information in section Resources. <ul style="list-style-type: none"> <li>All the manuals, presentations, official documents and grant information i.e. presentation for presidents to get new people <ul style="list-style-type: none"> <li><u>Twining and Documents</u>: A lot of people don't know how to do twinning, the rules are not described anywhere, people don't know if there's an official way. We should put the documents about that</li> </ul> </li> </ul> </li> </ul>	<p>Make a Prezi (draft) for the page What is Rotaract</p> <p>Collect all the documents needed for section Resources</p>	<p><b>Fatima</b></p> <p><b>Thierry</b></p>	
<p><i>1d Project Library</i></p> <ul style="list-style-type: none"> <li>Make the "fish" – a form for people to fill in.</li> <li>Social committee will make the fish and take the moderation of the library under control <ul style="list-style-type: none"> <li>We will be asking people to share their projects in a form of a fish <ul style="list-style-type: none"> <li>A checklist for REMs and EuCos as well should be there</li> <li>Alex is to send to Bariscan short descriptions, photos and a little longer summary of the project of Top-5 BESP and TCA of 2016</li> </ul> </li> </ul> </li> </ul>	<p>Make the fish and take the moderation of the library under control</p> <p>Send to Bariscan short descriptions, photos and a little longer summary of the project of Top-5 BESP and TCA of 2016</p>	<p><b>Social committee</b></p> <p><b>Alex</b></p>	

<p><i>1e Rotary official and ERIC shops</i>  We can give an info about official rotary shops (not a full list, but we will out a disclaimer that the list is not full etc.)  We can also invite one of the shops to sell their goods at our conferences and put there ERIC merchandise as well</p>	<p>Collect info about Rotary licensed shops   Post it to our webpage</p>	<p><b>Bariscan</b></p>	
<p><i>1f Livestreaming of the meetings and workshops</i>  We will stream through Facebook. Bariscan will download it and put to our YouTube page  The problem is that we can stream only one workshop at a time, so we will start with streaming 1 in Athens and then see how that goes  Thierry will buy a microphone for phones to stream with a better sound</p>	<p>Buy a microphone for phones to stream with a better sound</p>	<p><b>Thierry</b></p>	
<p><i>2. Certificates</i>  We shall make a Certificate  Sanja will make the design of the certificates  We will also give certificates for attendees of the workshops (without names)</p>	<p>Make the design of the certificates</p>	<p><b>Sanja</b></p>	
<p><i>3. Event Manual and Pricing issue</i></p> <ul style="list-style-type: none"> <li>• Voting in Athens for Prices and Manual</li> <li>• If we have time to cover both, pricing issue and the event manual, we vote on both in Athens, and if not, only on Pricing and Manual vote will be in Bratislava. We should also vote on when what comes in force</li> <li>• In any way, HOCs voted upon will work under the Manual and rules that are in force by the beginning of the event</li> </ul>	<p>Work out a decision   Put voting for Event Manual on Athens agenda</p>	<p><b>Working group of pricing issue</b>   <b>Fatima</b></p>	
<p><i>4. Working groups</i>  We ask each CRs to join at least one working group  We should decide on the list of groups  We present groups in Athens and recruit CRs there, 4-5 CRs in a group  We will ask CRs how to get them involved</p>	<p>join at least one working group   ask CRs how to get them involved</p>	<p><b>CRs</b>   <b>Eugenie during Skype</b></p>	
<p><i>List of Working Groups:</i></p> <ul style="list-style-type: none"> <li>• Marketing and Communication Sanja is a group leader</li> <li>• Workshops Eugenie is a group leader</li> <li>• Resource documents Thierry is a group leader</li> <li>• Pricing issue Eugenie and Fatima are group leaders</li> <li>• Event Manual and Bylaws change according to Event Manual Fatima is a group leader</li> <li>• CR Whitebook Jens is a group leader</li> <li>• Broadcasting Thierry and Bariscan are group leaders</li> </ul>			

<p><b>5. Workshops</b>  We will be playing the killing game from Ulyanovsk among CRs and Board in Athens – Kate will figure out the new name and make a description  Ideas for next workshops: maybe Ethics like Caro did in SPb?  Everyone is welcome to suggest ideas till Athens</p>	<p>figure out the new name for the game and make a description in English   Suggest ideas for next workshops</p>	<p><b>Kate</b>          <b>Everyone</b></p>	<p>Before REM Athens          Before REM Athens</p>
<p><b>6. Selling ERIC Merchandize:</b>  We should ask every HOC to sell it from our name at the welcome desk and then add an ERIC booth to Country booths</p>	<p>Talk to HOCs</p>	<p><b>Fatima</b></p>	
<p><b>7. Presentations of the Board and CRs</b>  Alex will be spelling-checker/Grammar-Nazi  All the board will use the same template for their presentations  Fatima will be sending all the Agendas of the events one month prior  1-minute presentation in Athens (answering 6 standard questions)  Poster-session in Warsaw (posters on the walls all the time + time for CRs to be there)</p>	<p>Put all presentations under 1 template   Make up 6 questions for Athens country presentations   Talk to Warsaw</p>	<p><b>Bariscan/Fatima</b>          <b>Fatima</b>          <b>Fatima</b></p>	<p>Before each meeting          Before September, 8th</p>
<p><b>8. Promoting Plenary and Workshops</b>  We will try to make silicon bracelets (Eugenie takes charge)  We will suggest HOC Warsaw to put the Country booths in the evening  Eugenie will ask HOCs to put Workshops on the schedule which is printed to all participants</p>	<p>Find &amp; order silicon bracelets   Ask HOCs to put workshops on printed hand out materials</p>	<p><b>Eugenie</b>          <b>Eugenie</b></p>	<p>Before REM Athens          Asap</p>
<p><b>9. Online Voting</b>  Vote in Athens on if online voting will be possible ONLY in case there were no candidates to REM/Euco or Board member</p>	<p>Put the voting on Athens Agenda</p>	<p><b>Fatima</b></p>	
<p><b>10. Social Projects of HOCs</b>  Alex talked to HOCs about how we can help  He has a contact person only from Greece by now. They have put their project online already.  What is our role there? Promoting and helping them do it, being there</p>			
<p><b>11. Survey for REM/EUCO participants</b>  Add a question about the magazine to the survey</p>			
<p><b>12. Whitebook for successors</b>  Start making a document with all the things that has to be done to finish it by the end of the year  Thierry should add the recommended upper limit of the bank account</p>	<p>Write a whitebook</p>	<p><b>All Board members</b></p>	
<p><b>13. Events database (email lists)</b>  Bariscan will ask the data from Milano again  Jens will ask Antonios to send the database 2 weeks before the REM</p>	<p>Get Milano data   Ask Antonios for data</p>	<p><b>Bariscan</b>          <b>Jens</b></p>	<p>September, 23rd</p>

<p>14. Gala dinners</p> <p>Jens will ask Antonios to make the agenda for the Gala available to participants</p>	Talk to Antonios	<b>Jens</b>	
<p>15. BESP and TCA</p> <p>Shall we leave the money prizes for TCA?</p> <p>Shall we make TCA to do a good social project together before application?</p> <p>Shall we let CRs vote on TCA changes in Athens or let Social decide?</p> <p>Reserve packages for Top-5 TCA and BESP – put as a recommendation to Event Manual</p> <p>Set the Top-5 announcement to be &gt;6weeks before the event to be safe on packages</p>	<p>Reserve packages for Top-5 TCA and BESP – add to Event Manual</p> <p>Set the top-5 announcement at mid-March and manage the award deadlines accordingly</p> <p>Include all the deadlines in ppt for Athens</p>	<p><b>Event Manual Working group</b></p> <p><b>Social Committee</b></p> <p><b>Alex</b></p>	
<p>16. Board applications</p> <p>Board applications should be there 1 month before the Euco</p>	Send reminders accordingly	<b>Fatima</b>	
<p>17. Hoodies and Polos</p> <p>We are voting on the hoodies color with CRs in Facebook group</p> <p>Production will be in Russia</p>	<p>Make the poll</p> <p>Place the orders</p>	<p><b>Fatima</b></p> <p><b>Fatima and Kate</b></p>	<p>August, 22<sup>nd</sup></p> <p>End of August</p>
<p>18. Athens Agenda</p> <p>Jens and Fatima make the Agenda and then everyone comment and add</p>	Make the Agenda	<b>Jens and Fatima</b>	August, 28 <sup>th</sup>