

**European Rotaract Information Center**  
Rotarian Year 2017/18



Minutes of informal ERIC Meeting - **May 2017**

Online Meeting held via Skype  
May 16th, 2017 – 20:00 pm GMT

**In attendance: (9)**

<b>Name</b>	<b>Position</b>
Justin Hadjilambris	President
Jens Christian S. Pedersen	Past President
Paul Sampatakakis	Secretary
Matthieu Bondu	Treasurer
Susana Silva	Marketing Officer
Mafalda Luis	Marketing Deputy
Ekaterina Yurkova	Social Deputy
Merve Karakaya	Social Deputy
Christian Püschel	IT Officer

**In Absentia: (3)**

<b>Name</b>	<b>Position</b>
Lucky Dalena	Vice President
Christian Mielert	Social Officer
Louise Dahlerup	Marketing Deputy

## Minutes of Meeting

The President Justin started the meeting at 8.00 pm GMT and welcomed the team with the following agenda:

1. **Introductions**
2. **Country Representatives**
3. **Handover**
4. **Team Organization**
5. **ERIC merchandise**
6. **ERIC Banner**
7. **REM Ljubljana 2017**
8. **Strategic Weekend**
9. **Brainstorming session**
10. **Next meeting**
11. **ERIC Financial Status**

### 1. Introductions

The meeting started with each member introducing him/herself and sharing a few words regarding his/her expectations and goals for the incoming Rotarian year in ERIC.

President Justin: Communicate with other Rotaract Clubs, Expansion of ERIC, strengthen relations between Rotaractors, carry out international social projects and initiatives.

Marketing Officer Susana: She works at an advertising company with clients like star wars & nestle, studied marketing. Improvement of ERIC marketing communication by reaching out more Rotaractors.

Treasurer Matthieu: Head of HOC EUCO Warsaw 2017. Works for an advertising Agency as well, Treasurer in his Rotaract District. Improve and expand the range of ERIC, collect funds from the Rotary foundation. Acquire sponsorships in order to carry out a major European project. Promoting Rotaract in Poland and countries with member issues, legal entity of ERIC.

Social Deputy Merve: She comes from Turkey. International Service project Director for several years in Rotaract District 2440. 8 years Rotaract experience. Social projects promotion, introduce Rotary to Europe and other people. Twinning website with matching Rotaract Clubs.

IT Officer Christian: From Germany, Rotaractor since 2009, webmaster in his Rotaract Club and Rotaract District, CR Germany 2016/17. Studies in business administration and informatics. No specific expectations, he wishes to help out during the year.

Social Deputy Kate: Rotaractor since 2013, Past President of Rotaract Club St. Petersburg International. Member of the HOC REM St. Petersburg 2016. She noticed a huge

improvement in ERIC during the ry 2016/17 than the year before. She wishes more efforts as well as the continuation of BOM Project.

Past President Jens: Past President of the Danish MDIO, former CR Denmark in ERIC. He recalled the suggestions mentioned during the ERIC meeting in Warsaw. He did not wish to do any suggestions for the time being.

Secretary Paul: Greek Rotaractor since 2014 living in Germany. Online database with exact Rotaractors and Rotaract Clubs → step further to intereuropean Rotaract interaction. Endorse Rotaract during REMs & EUCOs by strengthening the ERIC Conferences, making them more attractive & interactive to the attending Rotaractors. Launch several ERIC initiatives that will cover different aspects of life. Facelift for the website with interacting options for Rotaractors and Clubs. Strengthen inter-MDIO relations by organizing meetings as well as inter-MDIO projects.

## 2. Country Representatives

### Steps for organizing the CRs:

- Complete a list of the incoming CRs, gather emails and social info.
- Facebook group and a chatter to coordinate and bond with the team.
- Survey in order to filter the CRs, their skills, talents as well as estimation of interest regarding their participation in ERIC.
- Some questions: How much time do you have? How many groups do you want to be involved in? How is doing Rotaract in your country? (amount of members, clubs, brand awareness) What skills you have? (scale from 1 to 10). Do you have the time to lead a ERIC committee? Proposed a committee for them to join based on their skills.
- CR Certificate of excellence as a motivation tool.
- CR education, CR summarized guide, online training.
- CR "buddy"-system as a bonding and training method with CRs as leader of some working groups.
- Mid-year review survey.
- Continue using Facebook as communication tool for the CRs.
- Known tools for more than 80% of the CRs:
  - 1. Facebook group + Messenger Group, 2. Google Drive for documents, 3. Mail for Trips and things they have to share in their Countries, 4. Google sheets for data, notes, timing/calendar. Unknown tools for >80% of CRs: Online platforms like Trello & Slack

## 3. Handover

Regarding the handover, the board decided that every board member should do a "one on one" handover with the passing board members as soon as possible.

## 4. Team Organization & Communication tools

In case of a video chat: <https://www.teamspeak.com/>

Link to Google drive:

[https://drive.google.com/open?id=0B1v\\_aoWGoMp0X0VfdEU1UGFrRzg](https://drive.google.com/open?id=0B1v_aoWGoMp0X0VfdEU1UGFrRzg)

Several project management software proposals were made in order to stay organized and to have accountability. Example: Trello.

The board agreed on using not too many communication tools.

Skype for board meetings and eventually Facebook chat for CR meetings.

## **5. ERIC merchandise**

The marketing officer Susana presented her ideas and proposals regarding the ERIC merchandise of the new Rotarian year. The budget will be estimated the next days (May 21th). A final decision regarding the colors of the polo shirts and hoodies is yet to be made.

## **6. ERIC Banner**

Possibility of using small banners. Proposal from Secretary Paul regarding a new ERIC flag with low cost.

## **7. REM Ljubljana 2017**

The Head of HOC, David Lukanovic attended the meeting and updated the board with the latest news regarding the event:

- First wave opens on the 2nd of June, second wave on 8th of June, Pre-, Post- as well as the remaining packages shall open on the 30th of June.
- Website is online: [www.rem2017ljubljan.org](http://www.rem2017ljubljan.org)
- Green Capital City of Europe as Social Project
- Contact Person for Social Project: Ana Kisovar.
- Board member and their plus-ones will have time to register till the 25th of August (approx. 60 packages)
- Payment procedure: in person, online-, bank-transfers?
- Event Photographer: Craig Simons shall be named as the official photographer of ERIC and he shall have a CR package for the main event. He is going to contact the HOC of each future event and negotiate the financial part.
- Social project: We need to promote our social project and make it the center of the event. Moreover, we have to brand the social project as soon as possible. It has to be attractive, and without overlapping activities.
- David will give seeds of love as a gift. We could organize a major reforestation project with them. He is going to check regarding a possible space.
- Will the President of Slovenia attend our REM?
- Can we move the workshops to Friday? This would grant us free time which we can use to carry out the social project with a high participation rate.
- David will check and update us during the next meeting.

## **8. Strategic Weekend**

The Marketing Deputy Mafalda presented Lisbon as a potential destination. Several destinations like Brussels, Italy, Poland as well as Prague were mentioned during the meeting. The members are going to vote for the location as well as for the date.

## **9. Brainstorming session**

The brainstorming session regarding initiatives and international projects was rescheduled for the next meeting of the board.

## **10. Next meeting**

The date and time of the next ERIC meeting is going to be decided with the help of doodle the following days.

## **11. Financial Status**

The passing Treasurer Thierry Prost is going to inform the incoming board about the current financial status of ERIC.

**The meeting ended at 22:24 pm GMT.**

Best Regards,

**Paul Sampatakakis**

ERIC Secretary 2017/18

Med MDIO President 2016/17