

General Assembly

26-10-2022

Present:

Person 1
Person 2
Person 3
Person 4
Person 5
Person 6
Person 7
Person 8
Person 9
Person 10
Person 11
Person 12
Person 13
Person 14
Person 15
Person 16
Person 17
Person 18
Person 19
Person 20
Person 21

Proxy:

Person 22
Person 23
Person 24
Person 25

Referenced:

Person 26

Board XXIX:

Char
Scott
Donna
Annika
Kim
Marthe

Online: Eva

Board XXX:

Des
Eva
Bente
Nora
Liselot

Voting committee:

Annika and Person 1

1. Opening

Char opens the General Assembly at 17:51 and there are no questions.

2. Announcements/Received Documents

There are no received documents, but the logo is being finalised and after the final poll there will be a GA to vote the logo in.

3. Establish Agenda

Char: are there any questions

There are no questions

4. Establishing Voting Committee

Annika and person 1 are the voting committee.

18 votes, of which 4 are by proxy.

5. Voting Minutes of General Assembly: Policy Presentation Board 30 (19-09-2022)

Votes in favour: 18

Char: I hereby approve the Minutes of the GA on the 8th of March of 2022.

6. Review Policy 2021/2022

Point 2: We didn't do this in the end, because there was not a large animo. People did not really share and we felt a bit uncomfortable asking for this.

Point 3 : We did organise the sounding board dinner but not a lot of people came. I would still advise the new board to organise this.

Point 5: We contacted the institution, but they advised us against. This was discussed in earlier GA's.

Point 8: With expensive activities, we made them more affordable by adding more funding to them and this was successful. The trip ended up being 250 and people got money back.

Point 9: Same as point 2. Not a lot of animo and not a lot of input from members.

There was a lot of effort put into making the website and videos more accessible. We ended up having not many videos with spoken text, but we would advise the future board to continue adding subtitles. For example in podcasts in the future it could be nice to add subtitles.

Chair

Not a lot has changed since the midterm General Assembly

Point 6: We finally donated the money from the sustainability fair to the ocean clean up.

Person 2: Maybe it's nice to put in the amount.

Char: I put it in but took it out again, but I think it was €155.

Person 3: Did you share this on social media? Maybe it's nice to do that!

Secretary

Point 5: The Confidential Contact Person was a start up, we didn't talk to a lot of people but we did talk to some, and Kim made a guide. Scott will remain as a Confidential Contact Person for the next year.

Point 6/7: Secretary and treasurer training was not done in the end, but instead a group chat was made to share the files and answer any questions.

Person 2: does the new board plan to keep a Confidential Contact Person outside of the board for next year?

Scott: Kim followed a training by StOP, and they advised to have a more distanced person from the board as a Confidential Contact Person. For example when there is a situation of intimidation by someone on the board then the Confidential Contact Person will obviously be someone close to the board. Bente is the other CCP, so we have someone in the board and someone outside

Bente: We are speaking with other associations/boards and the faculty to see if we can collaborate on this.

Kim: talk about visibility because that is really needed

Bente: already contacting the Confidential Contact Person of Emile, Spil and Labyrint are following.

Des: I want to meet with people from the faculty to talk this through.

Kim: there is a student psychologist, POPcorner and Uni's Confidential Contact Persons, LGBTQIA+ confidential contact persons, but it is all very hard to find.

Liselot: yeah and there is too much

Kim: Only telling people where to go is already a big help.

Nora: Uni policy makes a difference in how serious things are which is also problematic

Kim: The only thing we wanted to do is be able to tell people where they could go. So really talk about visibility.

Treasurer

point 2: I'm going to talk about the cooking committee later, but it was not really possible due to covid and lockdowns and there was not a lot of animo for it.

Kim: We did the iti-national dinner in the end.

point 4: The bank said they needed 3 months to see if they want to be associated with us, as they need to see if we are sustainable, etc.

Person 2: When has it been three months?

Donna: It was introduced half way through september.

Annika: I would check in and call every month to get an update.

Donna: It is a bit difficult because it is only online, but it is the right step to switch to the triodos bank.

point 6: Eva contacted a more sustainable clothing brand for the merch, we still have the old contract with Joorlt.

Char: Eva contacted Strickers BV in Rotterdam, we let them know we were interested but we still have a contract with Joorlt.

Annika: You have to order large quantities, so you need to get people to buy merch in order for it to be worth it.

Char: In a previous GA, Jorn, from a previous board, mentioned Joorlt is a local company in Leiden which goes a long way for sustainability too.

Person 1: Bente, maybe you can talk to Eva about the pros and cons of changing.

point 9: We discovered that the ownership name of ASN is still from board 21, so we need to change that. I haven't come around to do it, but I will start and give the information to Bente.

Person 1: also change the name on the Sligro card, because it is still on an old board, maybe you can change it to a general name like 'Itiwana'.

Donna: With Person 4 I discussed if we could move the savings account to triodos as well, so everything is in one place, but it needs to be voted on at a General Assembly.

Char: We should vote on this at the end.

Annika: Maybe we should wait until we are with triodos officially then we can vote on it during the midterm.

Education Officer

Annika: I tried to pay special attention to students who are far from home. It was hard during COVID-lockdowns, I tried to check in with my committee members and they responded. Also did this with general Itiwana members by asking how people were doing in the hallway, I did not ask for feedback on this.

Number 2: We did actually do this, with an activity called 'Borders and Identity' and we did this with a university in South Africa and in Chili. A lot of people joined! And I was pleasantly surprised how well it went

I wanted to organise a book sale at the beginning of both semesters, but then I had a brain wave, to make a whatsapp group where it is accessible to share and sell books. It works really well, a lot of people use it.

Marthe and Person 4 entered the room at 18.27

Voting committee: 20 votees, still 4 by proxy.

Internal Affairs Officer

Kim: We did create the Iti-88, but due to a lot of circumstances we did not end up actively doing it. We started doing the committee clash, and one committee did two tasks, and that was kind of it. We tried to push it via the chairs. We were supposed to count, but we lost count at some point. But it is there, the new board can take it up.

Point 12: Scott talked about it a little bit already, but I made a guide book which will hopefully last for future Itiwana boards.

Point 13: there is an evaluation drive, which was successful. There are some interesting reviews of activities, some were less interesting. But it is good for future boards to be able to look back on this.

Person 2: I'm really proud of how you filled in this role

Char: maybe put this in the public files so it's easily accessible.

Eva is stuck in metro tunnel so she will join in 5 minutes, Marthe goes first

Communication Officer

point 2: Kim already explained why it didn't work out. It was the first time for us that committees would actually come together. but another reason it did not really work out was because it was a start-up project, but it's nice the new board is going to continue

point 3: I did it for one, and after it I didn't do it, i forgot a little bit about it. So maybe Liselot can look into it.

point 4: the videos didn't have people speaking in it

Donna: with the board take over, we did have subtitles

Kim: I think you can make it a check, you did add them when needed.

point 8: Everyday I would post a different stand from the sustainability market, which was my way of not using paper.

Point 10: I changed some colours. I also changed the front picture, there were faces on it so I changed it to a picture without faces.

Des: when you go to the members page there is a different background, is that intentional?

Marthe: I probably missed one, so Liselot can change it.

point 13: I made separate videos for some activities but did not end up making a big video

Char: I heard from a first-year that they were very excited to join Itiwana because of all the promotions.

point 14: I went to a workshop from StOP and after that I picked a house style for Instagram.

Eva entered at 18:44

External Affairs Officer

Point 1: We created new sponsorships with the ministry of foreign affairs, nanny nina, and continued with Joorlt. We did not organise activities with them.

Point 3: we did organise activities for alumni

Point 4: Joorlt is a local company which is sustainable

Point 7: I sent out 4 newsletters

Point 8: I updated my board members during meetings and if it was pressing, I sent them a text

Person 1: Is the ministry of foreign affairs just one year or is it continuing next year?

Eva: We came to a deal and the contract is for one year, which was about raising awareness that they exist. The first year we made a deal with them to have paper ads, and they paid 730 euros. They wanted to let people know not only diplomats work there but people like us too. Long term plan is organising activities with us, which Bente is going to look into. The contract is going to end in December so we have some time to look into this.

Person 1: I think it would be great to come up with a plan for activities to present to them in December

Char: Maybe we can ask if they want to be a yearly sponsor with a discount.

Multiple people: No, I would stick to this because they have the money to sponsor us.

Break

Acquisition and Alumni Committee

Eva: It goes hand in hand with some things I already mentioned.

Point 2: the first activity did not go as planned, due to communication errors. We also did an online activity to be inclusive. However, it was online just as bars were opening again, so in hindsight it was not that handy. We learned from this and did a physical activity which turned out to be really nice. We did not promote it in time, which is a tip for Bente, especially because alumni are really busy.

Point 3: We contacted Swapfiets but did not get a response.

5: Mostly with merchandise companies, we looked into Strickers because they are sustainable. But we ended up staying with Joorit because they are a local business and they are a sponsor.

Point 7: we sold jewellery at the sustainability fair. Sold jewellery online in spring which went well. We made the jewellery with old materials and we sold left-overs and the proceeds were donated.

Person 1: tip if you want to have Swapfiets as a sponsor, go there physically and ask for a manager.

Person 4: If they don't want to work together there are also other places like Swapfiets that rent bikes who might be interested.

Eva: This idea came quite late but it would be nice if we could still make it happen.

Scott: tiny lay-out thing, point 8 is missing.

Kim: Maybe a stupid question, but where is my bracelet?

Eva: I will come back to this, they still need to be sent out.

Break

Person 4 left.

19 votees, of which 4 are by proxy.

Activities Committee

This was a committee with a struggle. Three people quit halfway through the year, that's why Char is here.

Point 1: we organised the iternational dinner, so people could share their culinary culture.

Poin 3: early on, I realised it was hard to target internationals but keep it fair towards dutch students and distribute the budget equally among all members.

Char: It's also worth noting that third-years are abroad right now.

Person 2: Master students are focused on things that benefit their studies, so maybe focus on that.

Point 2, I'm still not entirely sure how to implement these things, but it's good to not stop thinking about it.

Point 5: I did tick it off because I did think about it the entire year, but it is hard to define what's accessible. We focussed on wheelchair accessibility, like meeting at the hut, and for General Assemblies you have to make sure that members are able to come. Which is why we decided to do it at the faculty.

Sustainability month was fun, but the activities committee did not do a lot.

Point 9: we did not use social media, we just asked members personally which we thought was more personal and more effective.

Person 2: Were there any shocking things you heard from people?

Kim: No, not really, I expected some things like people not joining activities because they do not have time. Some people told us what they would like to see in activities, but generally it was more little things, and sometimes funny things. We did try to incorporate the feedback but there was not really a big thing that needed to be changed. The thing that was different was the change of board party on the 5th of october. Not that many people came, there wasn't a General Assembly before it and first years had an exam the day after.

Cooking Committee

we can all agree that it did not work out the way we thought it would.

Point 1: we already talked about this.

Point 4: did not end up happening. I contacted them, but did not get a response.

Char: They said they couldn't do it either way.

Donna: With covid and everything being closed, we did not really have a place to meet up and when everything opened up people lost interest. we couldn't find a general kitchen or workplace, which is something for future boards to look at if they want to continue the Committee.

Point 8: we didn't really have activities with cooking cultural foods, so there was not much to talk about, hence the cross.

Donna: halfway through the year we quit the committee.

Char: I took over the committee, people were not interested anymore, first only one person kept showing up and then no one showed up at meetings, so I asked if people wanted to call it a day, and then we did that.

Education Committee

Annika: We started off with six, ended up with four. It worked out really well, because it clicked in a way it did not before. We have a strong bond; they are now my fieldwork group.

There is not a lot to say. We did not end up doing the member hosting dinner, we did have frequent meet-ups which helped bonding.

Point 6: We did not end up making the survey, I wanted to do it but it was a little bit too late. I would say, do it this year, early on, to model after Person 26 and see what people are interested in. Other than that nothing significant or noteworthy. It went really well this year, the activity with the south-african university was really nice and they want to do it again. I would advise to do this with other universities too.

Char: There is no report for the fieldwork 101 activity, add this still. I have it on my phone, did not end up copying it.

First Years Committee

Char: Nothing has changed since the midterm report, except we now have a review from the First Years Weekend. There were some hiccups, since two members caught corona right before we were supposed to leave, so the old board had to step in and help.

I found out the committee could have a bank account.

Char: In the bylaws, it is noted that committee members need to pay too, so we will have a surplus in money. Either organise a reunion or pay people back.

Bente: We will have a meeting tomorrow and we will go over this.

Liselot: We talked to emile and they were saying that they have something in their policy about paying 70%, why do we not have this?

Char: I know they do this, however we have not stated this in our bylaws and it costs a lot of money to change this. It is possible to change this and it needs to be voted on in a General Assembly.

Des: For the English translation of the bylaws, do we need to do it professionally or is the current translation sufficient?

Person 3: I talked about this with the institute, and they wanted to help financially with finding an official translator, but I declined because we did an unofficial translation ourselves. It costs a lot of money to do it officially with a notary.

Char: What you could do is, make an official translation, vote on it at a General Assembly and send it to a notary to make it official.

Annika: if you have a native speaker to translate it, it is probably fine.

Person 4: I think we divided the pages and then sent it to a friend to check it.

ICA Committee

The Only thing that has changed is that we published our second ICA. It was really fun! We got around 40 orders. We made spotify playlists and added it to the ICA, it was an interactive ICA. I don't have much more to say.

Media Committee

Marthe: It was different from last year. We had the blog side and the photo side, but during our meetings we found out it was quite a lot. We needed to have separate meetings which took a lot of time, so we advised the new board to have two separate committees.

I also want to advise the new board to start a new youtube channel. The current password is lost, so I advise you to have a motion to create a new youtube channel. We wanted to do a podcast but it did not work out, but the new board will take this over.

Motion to create a new youtube channel, submitted by Marthe.

20 votes in favour, The motion is unanimously voted in favour, so it hereby is accepted.

Survival Committee

Kim: The Survival Committee was sufficiently evaluated in the midterm GA. We went on a survival weekend to Drenthe, a lot of things happened though it was a lot of fun.

Donna: Want to remark that we loved the hitch-hike weekend, keep it up!

Travel Committee

Scott: We ended up with 4 members instead of 7, and Des was one and they were awesome
We went to the Czech republic and it was stressful but really cool. At first we wanted to collaborate with Bohemian Birds, but due to lockdown and also some payment problems and the Russia/Ukraine conflict we had to change a lot and cancel our original plans (which included going to Poland as well)
Point 5: We went by train which was more sustainable and quite fun/relaxed/laid-back and it felt good to travel by train.

Any questions?

Person 3: good job with all the last minute changes you did really well

Person 2: this is the first iti-trip that went by train and it was really cool

Scott: if you choose to go by train, make sure to have enough transfer time.

Logo Committee

We did not finish before the summer break. It was hard to keep ourselves motivated for it. Everything takes a lot of time because you need to ask for opinions after every step. then you need to incorporate the feedback and then ask for opinions again.

Person 1: It is impossible to make sure that everyone likes it.

Person 2: We are still working on the explanation of why we want to change it.

Kim: you (Person 2) found a book on the history of the logo and we will try to put it on the website as soon as possible.

Person 2: I think we could've done better in reaching people, especially older people, because it was mainly through instagram.

Kim: We sent out the email and a lot of alumni said they didn't want this kind of email anymore. In the survey through the email we got 17 responses and over 100 via instagram, which is why we chose this format. But I do agree that we should aim to reach as many people as possible.

Person 3: I think it is still important to keep communicating through email, and then it's their responsibility to respond.

7. Review Budget 2021/2022

Donna: One thing I wanted to point out is the balance of the till, it increased quite a lot. Due to the sales of some activities, people could pay in cash and they did. We want to bring the money to the bank.

Membership fee was a lot more than expected.

We did not use the LUF money for the trip.

Char: You can get points for what kind of activities you organise, and you get more points for bigger activities like a trip

We still need to receive a lot of money from the First Years Committee and the Acquisition and Alumni Committee. They are not balanced right, and we want to go over this again with Kascom, but it has no effect on this or the voting.

Person 2: the survival com has spent more than it says here.

Donna: This is the money they got from Itiwana, all the other expenses are on the budget from the Survival Committee.

Bente: why is the FSW sum larger than budgeted?

Donna: I think because of inflation, you should budget this.

Donna: We did not use the LUF. Eva gathered a lot more in acquisitions than budgeted, as well as the book sale. But this includes some of Person 26's book sales as well.

We got 300 euros from the previous board. The 500 from the Travel Committee was already released last year.

Activities committee: *did not go over budget*

Cooking committee: *did not go over budget*

Education committee stayed within budget

ICA: due to inflation the price of paper has risen greatly, it was more expensive than expected but they stayed within budget.

Subscriptions: Switching banks costs money so we were over with 30 euros.

Mijndomein and smugmug both cost more money, this was more than budgeted.

Char: Smugmus was 90 euros, but I said it might be for two years, is this true?

Bente: Yes, this is true, so in our year we probably don't have to pay so we can save up for the year after that.

Donna: printed matter was very low due to a lot of things being online.

For the logo, we reserved 350 for the person designing the logo but they did not want the money.

Kim: This is true, the person designing the logo has a very busy year; they do not have time.

Char: I want to take over, and do it for free, but I need to figure out copyright things.

Person 21 has entered the room

21 votes, of which 4 are by proxy.

Donna: Everything has been paid to the external counterparts.

Saving plans: they have not been done because we are still awaiting the new bank account.

First Year's Weekend: down-payment has not been received.

Future expenses

Sine Regno payment from De Kroon has not been received. They take a lot of time generally

Char: Usually you can pay in cash, you can put it through their mailbox. Film yourself by putting it through the mailbox.

Donna: The bus for the First Years Committee did not give receipts, so it was a hassle to navigate not having receipts but we found a way. This will still be done

Iza: With the Sine Regno, I paid a lot of money and I have been waiting for a long time to get my money back, so maybe inform us as soon as you know more.

Bente: Do we still need to pay money to de kroon?

Char: no we don't, we only need the receipt so we can pay people back.

AA committee: it looked like they went 140 over budget, but they still got 155 back so they did not go over budget.

Activities committee: we got more money from the members.

Cooking committee: there's still 303 left because there were not many expenses

Education committee: 24,22 left.

Person 1: I was wondering why we got quite a lot more money from the activities.

Kim: Most of this money is from the prom, it was widely successful and the location for the activity was free. The open mic night was more expensive than expected, so we asked for money, but we did not know then that we would have a surplus from the prom.

Person 1: It's normal to pay for bigger activities, but not for smaller activities.

Person 3: usually activities for members are free, and outsiders have to pay.

Char: with the open mic night, we had a different price for members than for non-members.

First Years Committee: It looks like they overshot their budget, but we still need to receive money from board 29, 30, and committee members, so they will actually be 600 within budget.

Person 1: because you did not pay, did the members pay more?

Char: We expected less people than actually signed up, and the price of the venue was also cheaper. And we had more money left so they did not end up paying.

ICA has only overshot their budget a little bit.

Media committee stayed within budget as well.

Survival committee needs to be re-evaluated. The two weekends will be split into two different budgets.

Kim: We spent more than what is stated there, so where is the money?

Donna: As stated before, it still needs to be revised so that's why it's not there yet.

Donna: I upped the membership fee because we got a lot more and I upped the LUF because I think we can get more due to inflation.

We will probably get more money from the institute because we have received the same amount for the past 4 years, so there is room for inflation.

I put less for media com and less for printed matter, because we did a lot more online.

Liselot: Is the camera insurance still there, because we are looking into getting a new camera?

Donna: yes, it's in there.

Char: We will now be voting on accepting the budget of 2021 and 2022.

8. Voting Budget 2021/2022

voting on whether we want to accept the budget of 2021 and 2022

1 vote in favour, 20 votes against. We will now reject the budget of 2021-2022.

motion on conditionally accepting the budget of 2021 and 2022

21 votes in favour, it has been unanimously and conditionally accepted.

9. Voting Policy 2021/2022

voting on whether we want to accept the end policy of 2021 and 2022

21 votes in favour, the end of year policy review of 2021 and 2022 had been accepted with unanimous votes in favour.

10. Review changes Policy 2022/2023

Des: Biggest things in our policy were spelling changes and moving tasks from our personal tasks to the committees.

For the Chair not much changed, I want to do quarterly reports, but smaller and not official.

For the Secretary, we added that the position should be more accessible for future secretaries who do not speak Dutch.

For the Education Officer, we added who is doing which task.

For the Treasurer, Internal affairs Officer, External Affairs Officer and Promotions Officer we only moved things around or elaborated a bit more, to make it check-off-able.

We also added our pronouns to our personal sections.

11. Review changes Financial Report 2022/2023

Bente: Main thing I got as a review was that I didn't put in much money in the buffer, but because we have a lot of money left from board 29.

12. Discussion

No comments

13. Voting Budget 2022/2023

We will now be voting on officially accepting the budget of 2022-2023.

The budget of 2022-2023 has now been unanimously accepted with 21 votes in favour.

14. A.O.B.

Bente has a motion: I want to create a separate bank account for the survival committee of 2022 2023 and onwards.

21 votes in favour, the motion presented to open a separate bank account for the survival committee has been approved unanimously.

Motion on having the change of board at a pub instead of at FSW.

9 in favour, 3 withholding and 9 against.

Because there was not a majority vote to do it in a pub, we will do it at FSW.

We are moving on to the last part of the general assembly.

Motion submitted by Char, the board has to bring cake to the General Assembly.

21 in favour, the motion to bring cake to the General Assembly has been approved unanimously.

15. Discharge Committees 2021-2022

Char discharges all committee members of 2021-2022

16. Discharge 29th Board

I now officially discharge Scott Leesbergen as Secretary from Board 29 of the year 2021-2022.

I now officially discharge Donna van Uffelen as Treasurer from Board 29 of the year 2021-2022.

I now officially discharge Annika Kruger as Education Officer from Board 29 of the year 2021-2022.

I now officially discharge Kim Meijer as Internal Affairs Officer from Board 29 of the year 2021-2022.

I now officially discharge Eva van der Boog as External Affairs Officer from Board 29 of the year 2021-2022.

I now officially discharge Marthe Baalbergen as Communications Officer from Board 29 of the year 2021-2022.

17. Installation 30th Board

Char van Straten: Hereby I will officially install Des van Binnebeke as Chair 2022-2023.

Des van Binnebeke relieves Char van Straten from their duties as Chair 2021-2022.

Des van Binnebeke now officially installs Eva van der Kooij as Secretary from Board 30 of the year 2022-2023.

Des van Binnebeke now officially installs Bente Heydelberg as Treasurer from Board 30 of the year 2022-2023.

Des van Binnebeke now officially installs Nora Patrovics as Internal Affairs Officer from Board 30 of the year 2022-2023.

Des van Binnebeke now officially installs Bente Heydelberg as External Affairs Officer from Board 30 of the year 2022-2023.

Des van Binnebeke now officially installs Liselot Voordouw as Communications Officer from Board 30 of the year 2022-2023.

18. Installation Committees 2022-2023

Des van Binnebeke installs the committee members of 2022-2023.

19. closing

Des closes the change of board General Assembly at 21:49 on the 26th of October, 2022