# Minutes for the PREPSEC International meeting January 23, 2017 07:00 Washington State time, 10:00 Eastern Standard Time, 14:00 Sigrid Time and 16:00 Central Europe Time.

## Present: Kelli Parcher, Cecylia Biegnowska, Johan Björkehed, Niels Hjelm Veirup, Johannes Finne and Kimberlee Parker.

***1. Approval of the resolutions of the Board meeting December 14, 2016*** Resolution

The Board have already approved the minutes from the meeting December 14, 2016 by reviewing them as sent by the secretary. There were no objections and the minutes are published on the web pages

***2. Reports on assigned tasks***

When discussing the following, it would be helpful to look at: Goal, Obstacles and what needs to change, giving consideration to the time period needed and the potential cost.

1. **NGO status (Cecylia and Johannes)**

We can register an organization in Poland, 7 people is enough so we can do it with only the board members. We need to register everything in court. We have to have original signatures, nothing scanned or copied. Cecylia has asked how we can do this in the best way. Cecylia will give us information when she knows if we have to go to an embassy or if a lawyer is enough. The cost is 500 zloty which is about 100 dollars. We have 12,240 zloty, which is about 21,000 Danish kronor. We also have to have a bank account in Poland. Cecylia will check if we only need one signature or if we need more.

In Norway it’s free of charge to register, we need the social security number(D number) for persons not living in Norway.

In the next month before the next meeting, Johannes and Cecylia will write down how it works in Poland and in Norway so that the board can read up and then we can agree on how we want to proceed. We should all review the PREPSEC International statutes (which we can find online) to make sure all is in order prior to registering.. We should also look into how taxes are in the different countries.

1. **Marketing and membership (Cecylia, Sigridur, Johan)**

Are we making our goals? Niels sent us an email with some questions for us to review. We need active members. We need to send a letter to all former members and re-invite them to PREPSEC International. We need to look into how many members we have and how many who are active. Kimberlee will send us the list of members and we can review it to see if there are members missing. In this letter we need to write down what will happen in PREPSEC and explain that we are alive. The members that join will also be members of the national organizations. Kimberlee will send us a draft off the letter.

**c) The relationship between the national and international organization (Robert, Tutte, Bengt, Bjarni) Kim to provide feedback**

Every national organization needs to have at least 15 members if they want to have a member represented in the national board sub-committee.. We need to speak with the people who are responsible in every country and talk with them about their membership in PREPSEC International. We need to have a standard fee for the national organizations; we need to , therefore, ask each country how much money they are willing to pay. Niels will ask Bettina how it works now. One proposal could be that one third of the national membership fee should go to PREPSEC International. Kim will contact Robert Calame to inform him of this.

**d) Research committee (Bengt / Frode / Chris Hayes) Kelli and Johannes**

Frode wants to stay on the committee. Bengt will stay in the group, but he wants the chairperson to be someone who is in the academic world. Kelli will speak to Chris to see if he wants join. Niels suggests Bo Ertman as a committee member and will pursue this. It is important that we have people in the academic world so that we can stay attuned on what happens.

**e) Website: Cecylia and Sigridur**

Cecylia showed us an example of what template we could use. The maximum amount for the first year, to develop the site, would be around 1000 Zloty and then approximately 100 Zloty per year to maintain it. Kristoff will create the new webpage and he will be responsible for the webpage for as long as we need.

# Resolution

The board resolved that Cecylia and Sigridur move on with the template that Cecylia presented.

# Resolution

The board resolved that we will have prepsec.org instead of prepsec.no. Cecylia will contact Knut so he can end prepsec.no.

**f) Kim will report on Bettina’s total financial report**

We have 21 000 Danish kronor.

***3. Varia***

All board members need to read the statutes and send Kimberlee their opinions of what we think and if there is something we need to amend. These would then be sent to members at large for approval.

***Next Meeting****:* Next meeting will be 20 of February , 2017 07:00 Washington State time, 10:00 Eastern Standard Time, 14:00 Sigrid Time and 16:00 Central Europe Time.