



Agenda 1/2019

Time and place: 8.1.2019 at 17, Rahiala

Present: Sofia Engblom, Oona Rouvinen, Karita Kantanen, Anu Kellokangas, Aleksii Elovaara, Oanh Vo

1. Opening the meeting
 - Sofia Engblom opened the meeting at 17:02.
2. Approving the agenda
 - We agreed to approve the agenda and discuss matters in non-formal way.
3. Introductions and announcements
 - Everybody introduced themselves and we discussed that why everyone had joined this particular wing.
 - Sofia introduced that she is member of the executive board of TYY, responsible for volunteers, international affairs, environment, sustainable development and equality.
 - Satu Nurmi is a specialist in international affairs who works at the TYYs office. Satu is happy to help the volunteers and has been very active in that.
 - The environmental wing is one of the four wings of TYY (equality, sustainable development, internationality). The wings can and should cooperate and coordinate their operations.
 - The members of the wings are chosen either for a whole year or 6 months. Also other people than members can attend meetings, join Slack, help at events... Therefore it is important to inform people about the operations of the wings! You can invite your friends to volunteer for the wing.
 - On 22.1. beginning at 4 p.m. there is a training day for all the volunteers of wings and associations of TYY. All members of wings can enroll there, the enrollment will be posted on Slack. The trainings are in Finnish and English, and there are trainings on e.g. how to organise an event and communicating

about it, and also on leadership.

4. Organisation of the wing

- Responsibilities were given to members of the wing that were present, however, it is possible to reorganise these responsibilities in following meetings.
- It is also possible to have e.g. two event organisers.
- Chair: Oona Rouvinen, Vice-Chair: Anu Kellokangas, Secretary: Karita Kantanen, Events: Oanh Vo, Spokesperson/marketer: Anu Kellokangas
- TYY's (the Student organisation of University of Turku) executive board formally validates the Chair in its next meeting. Sofia organizes a meeting for all of the Chairs of the wings.
- The members of the wing that do not have a specific responsibility are very important to wing, and everyone helps each other. For example the event organiser is not alone responsible for all of the events, she is just the coordinating person.

5. Annual plan / Vuosikello

- Sofia introduced what kind of tasks the environmental wing has usually done annually. The annual plan of 2018 shall be shared to the members of the wing so that they can get acquainted to it before the next meeting. However, the wing does not have to do all things similarly as it has done in previous years.
- Here is mentioned couple of the regular events environmental wing is responsible for:
 - SiistiVappu (clean vappu)
 - Some events on sustainable development week (kestävän kehityksen viikko, keke-viikko), it is organised together with other wings in October
 - Sipsikaljavegaani- sitzparty usually in November
- In addition to organising events, the environmental wing is responsible for the TYY Environmental Programme. It has been written in 2016, and it might be time to update it. The aim of the Environmental Programme is to ensure that the TYY's office and TYY's associations (every association operating in the campus in member of TYY) operate in ecological and sustainable way. The programme is okay now, but some of its parts are outdated since e.g. it

includes parts on applying for the fair-trade university certificate, even though we achieved this goal last year.

- The associations of TYY can choose a person from their board that is responsible for environmental issues in their association. Every autumn the environmental wing trains these persons (and other interested people) on the environmental programme.
- The Environmental Programme will be linked to Slack in English and Finnish so members of the wing can see if this would be something they would be willing to spend some time on. Sofia from TYYs board supports the idea of updating the programme
- The wing can promote environmental issues and agendas on social media and e.g. by writing to TYYs blog and local newspapers. The communications officer (tiedottaja) Frida Pessi, who works for TYY, always checks the opinions that are written to blog or newspapers.

6. Communications

- The official communication method is via Slack, and there someone has to add you to “ympäsiipi-envwing”.
- When you organise an event or decide when you shall hold the next meeting, put the date, time and location of the event on #random –channel. Satu will add it on TYYs calendar.
- Sofia and Satu follow Slack, so message them there.
- Sofia and Satu are almost every day at the office, so you can also drop by

7. Financial things

- Every wing has a budget of about 600 euros annually (it is not officially decided yet for 2019).
- When you buy something for the wing, remember to take the receipt for it. Fill out a form (find on Sofia’s locker at TYYs office) and include the receipt there.
- Secretary General Rauli Elenius will send more thorough info to the Chair of the wing. If you don’t know whether something can be included to the wing’s budget, ask the Chair, if the Chair does not know, ask Sofia who will find out.

8. Deciding the next meeting

- The new Chair Oona will make a Doodle of meeting times. The next meeting

will be held at the end of January. Sofia is away from the 29th of Jan to 11th of Feb. In the next meeting we shall make the annual plan ready, so before the meeting check the annual plan of 2018 and maybe gather some ideas what you would like to do. Also, go through the Environmental Programme.

- We discussed about some kind of hanging out evening that would be held after the official meeting.

9. Finishing the meeting

- The meeting ended at 18:30.