

<31.03.2020> - Protocol

**Present: Samantha, Raffael, Felix, Jamila, Maria, Janek, Ana Maria, Onerva, Thimo**

**Absent:**

**Keeper of the minutes: Maria**

Item	Minutes (Protocol notes)	Owner
1. Welcome	The President welcomes the present board members.	Sam
2. Decision on who is writing the minutes	Maria voluntarily takes this assignment.	Maria
3. TK/DK Update	<ul style="list-style-type: none"> <li>■ Sam contacted the representatives and put them in contact with the head of the conference</li> <li>■ We now have an ISTP representative for the teaching commission</li> <li>■ Sam will ask Jamila if we have received any emails about the conference</li> </ul>	Sam
4. Poll Results	<ul style="list-style-type: none"> <li>■ Popular events: Coffee-break, quiz night, book club</li> <li>■ Post poll on Slack to get more people to fill it in</li> <li>■ Sam will put together weekly recommendations on: TV shows, movies, books, meditation apps, online workouts.</li> <li>■ People mostly interested in</li> </ul>	Sam

	<p>cross-cohort and within cohort events.</p> <ul style="list-style-type: none"> <li>■ Presentation:           <ul style="list-style-type: none"> <li><a href="https://docs.google.com/presentation/d/1OuVfASARKtMnBAutQkDlpNvB BTaC43Zb6LLSEdH8GLA/edit?usp=sharing">https://docs.google.com/presentation/d/1OuVfASARKtMnBAutQkDlpNvB BTaC43Zb6LLSEdH8GLA/edit?usp=sharing</a></li> </ul> </li> </ul>	
<p>5. Online Event Planning</p>	<ul style="list-style-type: none"> <li>● What Events Will Be Done</li> </ul> <p>Who will organize which events</p> <ul style="list-style-type: none"> <li>■ Weekly events:           <ul style="list-style-type: none"> <li>● Coffee Break               <ul style="list-style-type: none"> <li>■ Mondays 11am hosted by Janek</li> <li>■ Wednesdays 3pm hosted by Maria</li> <li>■ Ana will send information about the event</li> <li>■ First will be very open and we will re-evaluate after that</li> <li>■ We will have a practice round for zoom over the weekend</li> </ul> </li> <li>● Collect more ideas feedback from people</li> <li>● Advertise German language club</li> <li>● Book/Movie club:               <ul style="list-style-type: none"> <li>■ Maria will organize a meeting potentially next week with people interested.</li> <li>■ Check Netflix party</li> </ul> </li> </ul> </li> <li>■ Prizes:           <ul style="list-style-type: none"> <li>● We have money and we want our members to feel</li> </ul> </li> </ul>	<p>Board</p>

	<p>supported</p> <ul style="list-style-type: none"> <li>• Gift cards for smaller events i.e. coffee breaks (Sprüngli!!)</li> <li>• Netflix yearly membership?!</li> <li>• Ana will mail gifts for larger events</li> </ul>	
6. Varia	<ul style="list-style-type: none"> <li>- Sam will help Ana change the pics on the website</li> <li>- We will have a zoom test meeting</li> </ul>	Board
Next board-meeting	Monday April 13 <sup>th</sup> 9AM: Brief meeting to plan events for break	

Online Schedule:

Day	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Event</b>	Coffee break	Game day	Coffee break	Workout session	Quiz night
<b>To do</b>					
<b>Time</b>	11am	TBD. (When the internet speed is fastest)	3pm	TBD	TDB
<b>Host</b>	Janek	Sam	Maria	Fride? (TBD)	Onerva
<b>Prize?</b>					