Agenda for the 3rd in person EC meeting  
13th-15th September 2015, Albania

Present: Kaca, Max, Tachka, Masha, Petra, Lisa, Yauhen

Minutes: Lisa  
Moderation: Petra

Timeslot:  
13th Sep (Sunday)

CDN Approach to projects

Developed an internal document for the next ECs and prep-team members to understand easier how CDN is working with projects, what are the aims and objectives having a project.

14th Sep (Monday)

GF Three year project evaluation

According to our 2012-2015 strategy, we have achieved the majority of goals we had set: Among others, we established partnership in Moldova and founded some contacts in Russia. Our member organizations in Caucasus region became more active and the new green organization appeared in Armenia. We had a succesful exchange in CDN leadership and made CDN more visible in new-media (web-page, social networks). We are planning to continue our further work on such aims as full inclusion of Green organizations within RUMB in CDN, exploring new topics and methods of non-formal education, spreading the best practices for political impact on Balkans and Caucasus by organizing political trainings for young greens, and increasing CDN internal capacities as well as CDN media presence and its image towards stakeholders.

Maturity ladder of MOs/POs

CDN currently has 24 MOs and POs. Some organizations are very old and experienced with hunders or even thousands of members, while some are very new, having around 5-10 members. Thus, 45% are being considered to have developed and democratic structures with local boards, comparing to 55% struggling with organizations' structure. Hence, only 25% of organizations are well-known within the society.

As Green Parties in Eastern Europe are still in the process of development, not each country has an active green party or youth wing of the green party. Hence, CDN unites 10 youth wings of the green parties, 12 NGOs and 2 youth movement. In total 13 MOs/POs being related to green parties and 2 MOs have a possibility to become an independent party.

In order to improve current situation, for the next 3 years we're planning to organize a series of capacity building activities (organizational structure, fundraising, project management, strategical approach, activity plans, IRPs, members retention and motivation, knowledge transfer). Along with ensuring understanding of green ideology and exploring new topics and tools & methodologies of NFE (topic-wise seminars, SV, YE, SS etc) and empowering green youth to take a more active role in decision-making (political skills raising: public speaches, lobbying & watchdogging etc.).
Three Year Strategy Plan for GF
Based on past three years evaluation of CDN activities, our Strategy 2016-2018 and current needs of organizations, we've developed three year strategy plan.

15th Sep (Tuesday)

Activity plan 2016

According to our Strategy 2016-2018, from the beginning of our mandate we already applied for 2 projects, which are going to be in our activity plan 2016 and now we are finishing several more applications for the 1st October deadline, aiming to strengthen the capacities of our MOs and the whole network.

Working Groups

Working groups are a space for MOs and interested people to brainstorm as a think-tank and be creative on a specific area, which then serves as an impulse giver for CDN project (initiator and expertise). It is also talent recruitment, space to try out new method and tools, place to get experience in CDN and its way of work.

RUMB: Developed a good plan at the beginning, but it's hard to gather people and recruit new members. We are currently thinking about blog/web-page but don't have enough capacities to create it and update on the constant bases.

AlterUrb: Created summary of a topic to present the WG to all interested parties. We have our blog with constant updates, organized two movie nights. We still struggle with new members recruitment, but even having a small group, we are aiming to explore topic in more details and organize open events for everyone.

Gender: No progress during summer. Now we are working together with FYEG Gender working group on study session application. Planning to renew our regular meetings from now on.

DigitalX: We had a restructure of WG at the beginning of the year. Now, we are pretty successful: experienced and interesting members (round 10-15 members), regular meetings, developed online database, better structured minutes and happenings, clear calendar, medium participation - 7-8 ppl present, they are great and productive. We have own page and forum. Now we are planning to have our online activity and planning to apply for a project for the 1st October deadline.

Suggestions to the working groups:
1) Provide outline of work plan, make smaller milestones so you have achievements all the time, divide in steps.
2) Have regular meetings for example once in 2 weeks.
3) Open recruitment of new group members. Anyone can join easily, but it's good to have some open call & formular to get some contact data & understanding of what the person is doing (it's easier to add to the list, write an intro email etc.)
4) Knowledge database, conclusion of meetings in fun way, on forum you can explore things, prepare introductory mail, make introductions when someone joins.
5) If people are shy and not sure how to join, coordinator should take initiative to have a private conversation/skype with this person and explain the procedure, and what is exactly expected of them. 
6) Having "Welcome committee" in WG. (would be good to explain what this means)

Improving CDN internally

1. New server

CDN is currently using several servers for multiple-purposes: a) mailing list, b) mails, c) moodle, d) mumble, e) website, f) digitalX forum, website, g) wiki, h) blog of Alter-Urb

We are going to continue our usage of DreamHost for mailing lists, mails, webhosting (our, blogs, wiki, even Moodle). For Mumble we are going to rent a separate provider. Some working groups have own structure, as DigitalX forum or AlterUrbanization blog, but it's transfer to common server is not possible at the moment. We should revise this in the future if we see any problems

2. Newsletter - mailchimp

We are going to make a newsletter once per 3 months about CDN news and MOs/POs updates.

3. Website (categories that should be worked on)

We didn't manage to explore alternatives and currently don't have capacities to redesign our page, but the one thing we could do is to work on the page content, especially Educational and Organizational Resources.

4. Visual identity

It's important to raise our visibility in media. Thus, a proposal for the next GA would be to give the mandate for the EC to work on possible improvement of CDN identity.