

1 **Minutes Biannual General Members' Assembly 13-03-2024**

2 **XVIth board**

3 *Present: Isa Krol, Dennis van de Laar, Tommy Limpens, Joëlle Hoffmann, Jana Schneider, Juiv,*
 4 *Laura Naemi Alders, Tim Bakker, Tjerk Adema, Judith Oomen, Lisa Himmelmann, Lorin Wolfs,*
 5 *Lois Schuncken, Chanu Loeven, Puck Derks, Kiki Hulshof, Femke Schouten, Sal Rikken, Indra*
 6 *Scheerder, Anneloes de Jong, Floortje Hoogland, Nienke Heijstek, Zara van Abeelen, Roos*
 7 *Bruntink, Caro Weberink, Wies van der Leest, Lotte Siemerink, Shani McNeill,, Guusje Schults,*
 8 *Esli Wijnen, Isabelle Koebrugge, Carlijn Bessembinder, Sietske Boerwinkel, Nando Huntink,*
 9 *Yasmin Crommentuijn-Marsh, Evy van den Heuvel, Isaac O'Donovan Campbell, Nick Reinartz,*
 10 *Issam Chaouki, Renee Hennissen, Jaldert Deelstra, Tomás Riccardi, Blom Bezemer, Nadine van*
 11 *Geloven, Bart Boerboom, Kei Peitz, Gwendolyn Hermans, Rachella Brand, Floor Roerdink,*
 12 *Maud Ververs, Mart Schuttinga, Aenea van der Kruk, Rob Oltvoort, Julia Dicks, Siri Joustra.*

13 *Total: 55*

14 Abbreviations and terminology:

- 15 - **GMA** = General Members Assembly
- 16 - **XVI** = the XVIth board
- 17 - **Technical chair** = current chair of GMA

Agenda point 1. Opening

18 *The GMA was opened by technical chair Gwendolyn Hermans at 18:41.*

Agenda point 2. Minutes of last meeting

19 *Minutes of last meeting have been approved without questions or remarks.*

Agenda point 3. Important remarks/received mail

20 *Action points from last GMA:*

21 **XVI:** We added TikTok to the Secretarial Biannual Report. We also decided to manually approve
 22 members and all contracts are signed.

23 **GMA:** Is TikTok added to the biannual?

24 **XVI:** Yes.

25 *Authorizations:*

26 **XVI:** Kei Peitz will authorize Floortje Hoogland until he arrives at the GMA. Kristina Losensky
 27 authorizes Jana Schneider.

Agenda point 4. Establish agenda

28 *Agenda has been approved without remarks.*

Agenda point 5. Secretarial Biannual Report 2023-2024

1. Preface

30 *No comments.*

2. Secretariat

2.1 Membership

33 2.1.1 Number of members

34 2.1.2 Honary members and alumni

35 **GMA:** The alumni file was outdated.

36 **GMA:** alumni no preference, how long ago, how many? Do something iwht later years?

37 **XVI:** 3 files in total, counted active and passive, 300+ no preference, receive a mail. Dk how
 38 long ago they became alumni.

39 2.1.3 Active members

2.2 Correspondence

41 2.2.1 Newsletter

42 **GMA:** no newsletter on 1st Sunday, same for Sundays, also do that on Wednesday. How many
 43 people read it?

44 **XVI:** change to weekends ipv just Sundays. Used MailChimp to see how many read it.

45 2.2.2 Christmas greetings

46 **GMA:** xmas greetings, sent it to educational institute?

47 **XVI:** Xmas greeting will be put in advice to 17th board.

2.3 Media

49 2.3.1 Website

50 **GMA:** less people visit website? Why?

51 **GMA:** not less only 5% difference.

52 **XVI:** we don't know, increase with new website.

53 2.3.2 Instagram

54 **GMA:** didn't compare reach to other years55 **GMA:** reaches more non followers than followers, why and intentional?56 **XVI:** you'd like to see differences between years? Can see if I can find data.57 **XVI:** reels reach more people and reach more non followers.

58 2.3.3 Facebook

59 2.3.4 WhatsApp

60 **GMA:** likes graphs, gives compliment61 **3. Compliance Policy**

62 3.1 Attendance

63 3.1.1 Movie Midday

64 **GMA:** introduce people to spinroom with this, did it work? Input: change time, bc workgroups,
65 change to 19.00, organize in common ground, bc they see spinroom66 **XVI:** unfamiliar faces showed up, but have not seen again. Input: could try to change time,
67 discuss, common ground discuss, lecture hall is nicer for people showing up alone.68 **GMA:** put up poster outside the room. Can you only see on IG?69 **XVI:** no posters outside of the room, promote on socials, but could do it.70 **GMA:** possible explanation 2nd one less visited: location, 1st in MM 2nd in EOS71 **GMA:** same point72 **XVI:** try to get in MM, but for that day not possible. Try again for next one.

73 3.1.2 Collaborations

74 **GMA:** what do committees think of collabs.75 **GMA:** committee: socialcie: bowling with synergy, fun but spin did more than synergy. Fun to
76 meet and mix, recommend.77 **GMA:** party and drinks: not a success, meetings very formal, not the collab they wanted. New
78 collab but with another assoc. but more informal one.79 **XVI:** party and drinks agreed, but party was success. Encourage more informal meetings to the to
80 know others.t81 **GMA:** not gala at waagh, but you ended up at waagh, why?82 **XVI:** collab, no finances. People didn't feel like changing. Last minute cancellation of collab.

83 3.1.3 Promotion

84 3.1.3.1 Merchandise Committee

85 **GMA:** more time to buy merch, stickers as creative promotion but came with beanie is that
86 creative.

87 **XVI:** more time to buy more time to promote. Comm wore merch to gma. Stickers are creative,
88 bc they said extra thing with beanie.

89 **GMA:** stickers apart. Not just alongside beanie?

90 3.1.3.2 TikTok

91 **GMA:** happy with followers?

92 **XVI:** quite happy since we just started this year and it is growing.

93 **GMA:** biggest increase with intro

94 3.1.3.3 Promotion Video

95 **GMA:** finish before introduction, because new 1st years. And sept is busy month.

96 **XVI:** take it into account. Planned to finish in July or august. And promotion in new academic
97 year

98 3.2 Internal Policy

99 3.2.1 Workload

100 3.2.2 The SPiN common room

101 3.2.3 Personal Development of board members

102 **GMA:** did chair also have chair talk?

103 **XVI:** yes

104 **GMA:** biannual evaluation with each other?

105 **XVI:** yes, individually not in big group

106 3.2.4 Administration

107 3.2.4.1 Privacy

108 3.2.4.2 Event Promotion

109 3.2.4.3 Articles of Association and Bylaws

110 **GMA:** why take over as board and workload and why good idea?

111 **XVI:** q1: working with tasking was a tough process to speed up process. Q2: plan to plan as
112 efficiently and ask taskforce for advice, try to not work on it too much.

113 **GMA:** why decide on your own and not ask taskforce, ask other people etc.

114 **XVI:** a lot of time has passed and want to speed up process. Easiest to take over ourselves and
115 save time.

116 **GMA:** strict deadline?

117 **XVI:** yes, changes at proposed board gma.

118 **GMA:** taskforce is there for 1,5 years, so if you take over it is a lot of work, take your time and
119 find new taskforce.

120 **XVI:** will discuss it.

121 3.5 Committees

122 3.5.1 Roles within committees

123 **GMA:** acquisition: lack of purpose but is there not a lack of requests? Encourage comm to ask
124 for goodiebags.

125 **XVI:** had a meeting with comm, they expressed lack of purpose, emails not responded to.

126 3.5.2 Changes

127 **A:** initial challenges. Have those challenges been overcome?

128 **XVI:** availability to take pictures. Small comm counts, someone has been added after so solved.

129 **GMA:** ticketsale for party is higher than people who show up. Ask a little fee so they feel
130 inclined to come. And how experienced flashback Friday.

131 **XVI:** tickets: we did consider raising prices, but seen same trend in paid activities. Not sure if its
132 effective. Ffb: workload is a bit higher but managing. Divide it equally over board.

133 **GMA:** missing the overview. Nice to write an overview of activities of committees.

134 **XVI:** 17th add to biannual.

135 3.5.2.1 Cancelled committees

136 3.5.2.2 Added committees

137 3.5.2.3 Changed committees/ Activities

138 3.5.2.4 Overview of Committees

139 3.6 External Policy

140 3.6.1 Sponsorship

141 3.6.1.1 Fixed contracts

142 3.6.1.2 General sponsoring

143 3.6.2 SPiN-discount

144 3.6.3 Athena

145 **GMA:** stopped contract with Athena. Any alternatives? Discussed for a few years.

146 **XVI:** in contact with uni and learning groups established. Evaluation meeting for this. Also group
147 for stats in future.

148 **GMA:** so they exist? By uni not spin? Advertised?

149 **XVI:** on IG.

150 **GMA:** uni would pay for stopping sponsorship, money back?

151 **XVI:** no money back.

152 [3.6.4 Book contracts](#)

153 **GMA:** evaluation meeting, how was it?

154 **XVI:** has happened, happy with collab. Another evaluation to decide to continue.

155 [3.6.5 Alumni](#)

156 **4. Epilogue**

157 **5. Year planning**

158 **GMA:** freshmen act. Hard to plan to Tuesday, why? 20th not 20st.

159 **XVI:** bowling, not available on Tuesday.

160 **GMA:** insomnia, nonmember bring sticker and had to pay.

161 **XVI:** need to look into this.

162 **GMA:** 19th dec. fused act. study trip and X.

163 **XVI:** will be added.

164 **Entirety**

165 **GMA:** way too much text for policy. Only put relevant parts. Not good overview. Put in italic.

166 **GMA:** th are sometimes high up and some not.

167 **XVI:** will be changed.

Agenda point 6. Biannual Report Financial Audit committee

168 *XVI reads out the Biannual report of the Financial Audit committee. This document can be found*
169 *on the website.*

170 *No comments.*

Agenda point 7. Financial Biannual Report 2023-2024

171 1. Preface

172 2. Lustrum

173 3. Committees

174 3.1 Study related committees

175 **GMA:** general promotion budget, numbers don't match in text and table.

176 **XVI:** change

177 3.1.1 Workfield & Future committee

178 **GMA:** lot of profits, idk if its allowed to make profit on activities.

179 **XVI:** allowed to make profit, not always goal. Put money back into association.

180 **GMA:** pay, make profit, put into other act. Not nice to do.

181 **XVI:** not goal, try to refrain from it.

182 3.1.2 Workshop & Conference committee

183 3.1.3 Lecture committee

184 **GMA:** why has there been no lecture?

185 **XVI:** planned in feb. miscommunication, moved to April.

186 3.1.4 Orientation committee

187 3.1.5 Network committee

188 3.2 Trip committees

189 3.2.1 Ski Trip committee

190 3.2.2 Studytrip committee

191 3.2.3 Citytrip committee

192 3.3 Non-study related committees

193 3.3.1 Party and Drinks committee

194 3.3.2 Festivities committee

195 **GMA:** money was spent on promotion, why comm. Money spent and not promotion comm?

196 **XVI:** was spent on posters and flyers, does not fall under creative promotion.

197 3.3.3 Gala committee

198 **GMA:** why is gala so expensive. Switch from open bar to coins drinks.

199 **XVI:** increase in costs in several things, lights, sounds, open bar, increase of 1000 euro. Increase
200 ticket prices. Open bar would be preferred, and comm. Agrees. Reached price with open bar.

- 201 **GMA:** pay for wardrobe?
- 202 **XVI:** includes security, mandatory from waagh.
- 203 3.3.4 SocialActivities committee
- 204 3.3.5 Sports committee
- 205 **GMA:** made huge profit of 500 euro. How much is subsidy?
- 206 **XVI:** subsidy is same amount as spin would subsidize in begin.
- 207 **GMA:** insurance?
- 208 **XVI:** yes
- 209 3.3.6 SocialCie
- 210 3.3.7 Integration committee
- 211 3.3.8 Initiative committee
- 212 3.3.9 Freshmen committee
- 213 3.3.10 Culture committee
- 214 **GMA:** cost for materials is less, why people still pay?
- 215 **XVI:** material bought after tickets were online.
- 216 3.4 Media committees
- 217 3.4.1 Media & Yearbook committee
- 218 3.4.2 Magazine committee
- 219 3.4.3 Merchandise committee
- 220 **GMA:** can spend more money here, bc it is policy point.
- 221 **XVI:** yes, but subsidize per item, only 1 small item. Not all subsidy is subsidized.
- 222 3.5 Other
- 223 3.5.1 Alumni
- 224 3.5.2 Former board member day
- 225 **GMA:** what are we gonna do
- 226 **XVI:** surprise.

227 3.5.3 Birthday present

228 **4. General**

229 4.1 Board costs

230 4.2 Administrative

231 4.3 Representation

232 4.4 External

233 4.5 GMA

234 4.6 Room costs

235 **5. Other Main Budget Items**

236 5.1 Unforeseen costs

237 5.2 Depreciation

238 5.3 Active members

239 5.4 Multimedia

240 **GMA:** benefits: our reservation. To make balance correct. Put depreciations for next year.

241 Negative balance.

242 **XVI:** will be added to disposed. Website costs are not known in its entirety. As in text haha.

243 5.5 Contribution

244 **GMA:** how is it going. Are you busy with it?

245 **XVI:** it is going well.

246 **GMA:** when collected?

247 **XVI:** little more than a month. Send mail soon.

248 5.6 Sponsorship

249 5.6.6 AthenaSummary

250 **GMA:** stopped selling summaries in room. How to get money?

251 **XVI:** issues with delivery, discount code that is active entire year, get same turnover. This is

252 going well. Promote national discounts, also get discounts.

253 5.6 Study material

254 **6. Reservation**

255 6.1 Reservation Website

256 6.2 Reservation Almanac

257 6.3 Reservation Lustrum

258 6.4 Reservation changing the Articles of Association

259 6.5 Reservation juridical assistance

260 **7. Totals**

261 7.1 Total committees

262 7.2 Total general

263 7.3 Total Other

264 7.4 Grand Total

265 **8. Epilogue**

266 **9. Appendix Balance**

267 **Entirety**

268 **GMA:** put in text amount of money between brackets, more clear what belongs to what.

269 **XVI:** changed for annual.

270 - Break until 20:13 -

Agenda point 8. Biannual Survey Report

271 **1. Preface**

272 **2. Demographic Information**

273 **GMA:** more of the active member than of all members; only 1 person

274 **XVI:** should be 10 non active members

275 **GMA:** big assoc. more effort into promotion of the survey. Still did good job, go to lectures etc.

276 for non active members

277 **XVI:** thanks for tips, we were also thinking about this.

278 **GMA:** addition, committee evaluation, fill it out right there so they fill it out.

279 **XVI:** we all did it this way for committees.

280 **GMA:** promote on BS. In the past 100s of people fill it in.

281 **GMA:** line 24, which number used for calculations?

282 **XVI:** people could stop at any time, mistake from board. Some people only filled in some
283 questions and not all. And we took numbers from total amount that filled in specific questions.

284 **GMA:** use numbers that actually filled it in.

285 **GMA:** or state it clear.

286 **XVI:** will do

287 **3. General**

288 **4. SPiN's Common Room and the Board**

289 **5. Activities**

290 **6. Communication**

291 **GMA:** 206-207: promotion on BS for sps-nip. Make use of BS

292 **XVI:** talked to uni, they allow to promote big study related activities.

293 **GMA:** EYF, any others?

294 **XVI:** talk to uni to see if they allow, conference, masters evening.

295 **Entirety**

296 **GMA:** improved compared to other years so compliment

Agenda point 9. Trust Persons

297 **GMA:** how long will they be installed?

298 **GMA:** no trust person training in English, I know there are trainings now.

299 **GMA:** add into articles of ass. Or bylaws?

300 **XVI:** installed: 1 year. Then decide if they can stay. English trainings: none available add that
301 time. Articles: will look into that.

302 **GMA:** how can they contact trust person?

303 **GMA:** training related to social safety; did board members also do a training?

304 **XVI:** contact: email will be set up, social safety: some board members did attend one, others
305 were not able to yet.

306 **GMA:** all should have done a training.

307 **GMA:** trust person unable to handle case.
 308 **XVI:** contact trust person of university, reason to have 2 trust persons.

309 *Introduction trust persons.*

310 **GMA:** where visible?

311 **XVI:** social media, newsletter, general message.

312 **GMA:** maybe put in WhatsApp description?

313 **XVI:** good point

314 **GMA:** 2 separate emails?

315 **XVI:** yes

Agenda point 10. Code of Conduct

Purpose

316 **GMA:** 53: what do you mean with designated contact person?

317 **XVI:** trust persons, will be changed.

318 **GMA:** 70: alcohol not allowed during spin, but parties yes.

319 **XVI:** board had exception but advised to change. But we can add it back.

Personal guidelines

320 **GMA:** board responsibilities

321 **XVI:** thank you, we will.

Entirety

322 **GMA:** the official documents are wrongly named

323 **XVI:** will be changed

324 **GMA:** will be send to all members, do existing members still have to manually agree?

325 **XVI:** send out email and they will send email back, disagree is not member, no email is agree.

326 **GMA:** make mandatory to agree with code of conduct

327 **GMA:** not accept, don't want to be a member. Next year onwards or directly?

328 **XVI:** not discussed, will be discussed.

332 *Vote on Code of Conduct*

333 - *In favor: 46*

334 - *Against: 0*

335 - *Abstain: 9*

336 - *Blank: 1*

337 *Total: 56 (present: 55, authorization: 1)*

338 *The Code of Conduct is approved*

Agenda point 11. Studystore

339 *No comments.*

Agenda point 12. Deviation from Budget

340 *Vote on deviation from budget:*

341 - *In favor: 44*

342 - *Against: 0*

343 - *Abstain: 12*

344 - *Blank: 0*

345 *Total: 56 (present: 55, authorization: 1)*

346 *The deviation from the budget is approved.*

Agenda point 13. Revision of Privacy Statement

347 *Vote on revision of privacy statement:*

348 - *In favor: 46*

349 - *Against: 0*

350 - *Abstain: 10*

351 - *Blank: 0*

352 *Total: 56 (present: 55, authorization: 1)*

353 *The revision of the privacy statement is approved.*

Agenda point 14. Revision of General Terms and Conditions

354 *Vote on revision of general terms and conditions:*

355 - *In favor: 47*

- 356 - *Against: 0*
 357 - *Abstain: 9*
 358 - *Blank: 0*

359 *Total: 56 (present: 55, authorization: 1)*

360 *The revision of the general terms and conditions*

Agenda point 15. Facebook

361 **GMA:** Facebook has lost original purpose for current members, but alumni and older members.
 362 Active on LinkedIn, for old members

363 **GMA:** don't need to vote on this

364 **GMA A:** asked how old member stay in touch? And how does spin stay in touch?

365 **XVI:** newsletter and alumni newsletter; 2x a year. Not asked them bc inform them through email.
 366 Also they could fill in biannual survey. Not using LinkedIn, not used a lot.

367 **GMA:** non active member not filled in biannual survey. What do they think about that FB can
 368 inform them?

369 **XVI:** activity on fb is low. No interaction with spins fb posts. Not dependent of answers of
 370 survey.

371 **GMA:** did you promote on fb, otherwise you cannot measure?

372 **XVI:** yes created events for all activities.

373 **XVI:** check if we need to vote.

374 **Technical chair:** we will do

375 **GMA:** ceremonially vote

376 **GMA:** stop with fb. Can we at least have a final post on fb?

377 **XVI:** yes

378 *Ceremonial vote on stopping with the active use of Facebook*

- 379 - *In favor: 45*
 380 - *Against: 3*
 381 - *Abstain: 8*
 382 - *Blank: 0*

383 *Total: 56 (present: 55, authorization: 1)*

384 *Facebook will no longer be actively used by the XVIth board.*

Agenda point 16. Determination of the date of the next GMA

385 *The next GMA is on the 8th of April 2024, at 07:00 PM at the Waagh.*

Agenda point 17. Any Other Business

Agenda point 18. Concluding poll

Agenda point 19. Adjournment

386 *-GMA closed at 21:22.-*

