

Agenda

Representative Council Meeting 4/2020

Date: 19th of May, 2020 at 5pm

Place: ZOOM video conferencing platform, the link can be found in the body of the email sent with the agenda

In accordance with subsection 1 of section 2 of the Rules of Procedure of the Representative Council: *'A Representative Council member, who is unable to participate in a Representative Council meeting, shall invite a deputy member from the same electoral alliance where they have been elected into the Representative Council, to participate instead. Attendance of deputy members shall be stated at the beginning of each meeting.'*

Welcome!

AGENDA

1. § Item 1 Opening the meeting

Chairperson Olli Auvinen opens the meeting at

2. § Item 2 Stating legality and quorum

Matter: In accordance with section 11 of the Rules of the Student Union: *'The notice of Representative Council meeting shall be sent or delivered otherwise in writing or electronically at least seven (7) days before the meeting, for all ordinary members and for the number of deputy members, which the Representative Council has decided in its organisational meeting. In addition, on the official bulletin boards of the Student Union shall be informed about the meeting.'*

In accordance with section 12 of the Rules of the Student Union: *'The Representative Council shall have a quorum when half of the Representative Council members, including the Chairperson of the Representative Council or either of the Vice Chairpersons, are attending, and the notice of meeting has been delivered in accordance with subsection 2 of section 11 of these Rules.'*

The notice of the meeting was given on the 12th of May, 2020 via the official bulletin board of the Student Union and it was sent to everyone via the mailing list.

Motion: The meeting is stated legally convened and to have a quorum.

Decision:

3. § Item 3 Electing examiners of the minutes and tellers

Matter: In accordance with section 19 of the Rules of the Student Union: *'Minutes shall be kept at the Representative Council meetings. The minutes shall be examined and accepted by two (2) examiners of the minutes who are elected by the meeting and who must be Representative Council members. Minutes shall be verified by the Chairperson and the Secretary of the Meeting.'*

In accordance with section 20 of the Rules of the Student Union: *'In a Representative Council meeting, every Representative Council member entitled to vote shall have one vote, and the right to vote is personal. Votes of the Representative Council meeting shall be counted by two (2) tellers who are elected amongst and by the Representative Council.'*

Motion: Two examiners of the minutes and two tellers are elected.

Decision:

4. § Item 4 Accepting the agenda as the rules of procedure

Matter: In accordance with section 15 of the Rules of the Student Union: *'The Chairperson of the Representative Council shall prepare the agenda of the Representative Council meeting and may use assistance of the Secretary General in this task. The motions of the Chairperson of the Representative Council, the Executive Board and Committees operating under the Representative Council are being considered in the Representative Council meeting, in addition to matters which have been demanded on the agenda on the grounds of subsection 2 of section 15.'*

The Representative Council may take a matter that was not included in the notice of the meeting into consideration by a two-thirds (2/3) majority vote. However, this is not possible if the decision requires a qualified majority in order to be legitimate.'

Motion: The agenda is accepted as the rules of procedure of the meeting.

Decision:

5. § Item 5 Electing parity observers

Matter: In their action plan for the year 2020, the Representative Council have decided that designated parity observers shall be present during the Representative Council meetings. The parity observers keep track of who has the floor and the general atmosphere at the meetings. The Chairperson and other members of the Representative Council who have been appointed to the task during the meeting shall act as parity observers.

Motion: It is stated that the Chairperson of the Representative Council shall act as a parity observer during the meeting, in accordance with the action plan. The other parity observers are elected, if deemed necessary.

Decision:

6.§ Item 6 Notices

Matter 1: Upcoming events and dates to take into consideration

Matter 2: The news and updates of the ISYY offices

Matter 3: Introduction to ISYY's Student Profile Survey

Matter 4: Emilia Honkanen has been elected as the Vice Chairperson of the Finance Committee

Matter 5: For information, the Student Union Data Balance Sheet for 2019, appendix 6.

Matter 6: News of the Committees

Matter 7: The news and updates of the Executive Board
In accordance with section 31 of the Rules of the Student Union, duties of the Executive Board are: *'11) to give a report regarding its activities during the time between meetings of the Representative Council, and annually a report regarding the activities of the Student Union, to the Representative Council'*.

Motion: Entered in the minutes for information.

Decision:

7. § Item 7 The Student Union financial review for the period from the 1st of January, 2020 to the 30th of April, 2020

Matter: The financial review for the period from the 1st of January, 2020 to the 30th of April, 2020

Motion: The financial review is entered in the minutes for information.

Decision:

8.§ Item 8 Supplementary budget proposal for the Representative Council

Matter: In accordance with subsection 6 of section 18 of the Rules of the Student Union, it is the duty of the Representative Council to accept the action plan and the budget of the Student Union and if necessary, to accept supplementary budgets and to confirm the business budgets.

In accordance with section 7 of the Finances Regulations of the Student Union:
'The Representative Council shall exercise the highest decision-making authority of the Student Union and accept the budget and possible supplementary budgets. The Executive Board shall not essentially exceed expenditure items mentioned in the budget, unless urgency in accordance with section 4 is in question.'

In accordance with section 4 of the Finances Regulations of the Student Union:
'The Executive Board may perform a payment exceeding the appropriation reserved for the budget in an urgent matter, and in case the matter can be deemed to be in accordance with the collective interest of the Student Union. A justified proposal from this sort of exceeding shall be made for the Representative Council in the next Representative Council meeting.'

In the past, ISYY has not had Directors' and Officers' Liability Insurance, but a decision has been taken to acquire this type of insurance cover. The cost of the Directors' and Officers' Liability Insurance is approximately EUR 528 per annum.

At their meeting 8/2020, the Executive Board decided to propose that the Representative Council accept some changes to the ISYY Budget. The Executive Board decided to acquire some Ribbons and Medals of Honour. The total cost of this was approximately EUR 3650, while the approved budget was EUR 3000. The budget was therefore exceeded by approximately EUR 650. Additionally, the estimated cost of the frames is approximately EUR 700.

In addition, the Executive Board have made the following overruns in the budget. Due to their urgent nature, these items will be introduced with a supplementary budget proposal during the next Representative Council meeting.

ISYY Executive Board Meeting 16/2020:

ISYY's tenant has approached the Student Union with a request to suspend rental payments. Due to the current situation, the tenant's entire business operation has been interrupted. The Secretary General has discussed the matter with the University Properties of Finland Ltd (SYK) and will present a proposal regarding the rental payments in the meeting. In accordance with the proposal, SYK is committed to reimbursing a portion of the rent.

ISYY Executive Board Meeting 17/2020:

The Anniversary Party of the Student Union had to be cancelled due to the current situation with the coronavirus (COVID-19). The Anniversary Party has been rescheduled and will be held on the 12th of December 2020, provided that additional allocations are provided to cover the costs. The Executive Board decided to propose to the Representative Council that a supplementary budget of EUR 4000 was added to the original Budget to cover the costs of organising the Anniversary Party.

Motion: Matters 1 and 2 are entered in the minutes for information, and matters 3 and 4 are amended in accordance with the motion.

1. It is entered in the minutes for information that ISYY now has Directors' and Officers' Liability Insurance, the cost of which is approximately EUR 528 per annum. It is stated that the budget was exceeded.
2. It is entered in the minutes for information that the Executive Board have granted a rent relief of EUR 2257.07 to the subtenant during April and May 2020 due to the current situation with the coronavirus (COVID-19).
3. The Executive Board propose that the Representative Council amend the ISYY Budget as follows:
Budget item 4000 the Executive Board: The emblems of the Student Union. The original budget of EUR -3000 is amended to EUR -4350.
4. The Executive Board propose that the Representative Council amend the ISYY Budget as follows:
Budget item 4000 the Executive Board: 'Periferia' event organisation. The original budget of EUR -1400 is amended to EUR 0.
5. The Executive Board propose that the Representative Council amend the ISYY Budget as follows:
Budget item 4000 the Executive Board: The Anniversary Party event organisation. The original budget of EUR -6500 is amended to EUR -10500.

Decision:

Item 9 Item 9 Review of the operational improvement of the ISYY Kiosk, APPENDIX 9

Matter: In the Action Plan of the Student Union (ISYY) for 2020 it is stated that ISYY will examine and improve the operational activities and income of the Student Union Kiosk. The improvements were to be made by investing in advertising and greater visibility of the Kiosk. At the end of 2020, the Representative Council will decide whether the Kiosk will continue its operational activities based on how profitable it is. The work to make operational improvements to the Kiosk was started in spring 2020. The working group met a couple of times to discuss the plans and ideas to improve the operational activities of the Kiosk before it had to close due to the current situation with the coronavirus (COVID-19). The review of the operational improvement of the ISYY Kiosk is attached.

Motion: The review of the operational improvement of the ISYY Kiosk is entered in the minutes for information.
APPENDIX 9.

Decision:

10. § Item 10 Any other business

Matter: In accordance with section 16 of the Rules of the Student Union: *'Representative Council members may present proposed resolutions in Representative Council meetings. If the Representative Council approves the proposed resolution, the Executive Board shall take action within its authority in response to the proposed resolution within 30 days. The Executive Board is obliged to inform the Representative Council of the actions that were taken in response to the proposed resolution within a reasonable timeframe.'*

Motion: Any other business is dealt with.

Decision:

11. § Item 11 Closing the meeting

Chairperson closed the meeting at

Olli Auvinen

Chairperson

Sanna Heinonen

Secretary