

MEETING 93 08 24

PARTICIPANTS :

Anna, Anne, Göran, Johan.

POINTS TO BE DISCUSSED :

1. The objectives of MSF Sweden (MSF Belgium perspective)
See "Objectifs generaux du bureau de Stockholm"
In the long term, the delegate office has to be financially independent and able to grant projects
2. What is the Anne's job description ?
See document in annex
3. What is the Göran's job description ?
To be done today and revised in few months
4. Who is the boss...who is the employer (of Anne and Göran : MSF Belgium or MSF Sweden.)
5. When should Göran leave and how long ?
6. What are the Anne and Göran's tasks in the short and medium time
What is the most important ?
7. What does MSF expect from the "support committee" (board of director)
Everything and nothing : all support is welcome.
8. Future of MSF Sweden
9. What is the general policy for the delegate offices ?
10. The statutes
11. How many times should we meet ?
12. How to perform a good communication (between the office, the group and Brussels) – some rules ...
Who is the intermediaire between the mother section and the other sections
How to be coherent
13. The financial issues (account, budget, extra, imputation of expenses...)

RESUME OF THE DISCUSSION

1. The **objectives** of MSF Belgium concerning MSF/Sweden are the same that the ones drawn up by the support committee (except the order of importance of these aims. For MSF/B the most important is the fund raising and for the support committee the most important is the recruitment at least with regard to presentation of the objectives.)
2. Everybody agreed with the **Anne's job description**. As the support committee wants to be involved actively in the association and the office, we have to discuss the task of everyone in further meetings.
3. **Göran's job description** has to be done in accordance with the Anne's.
4. Formally Göran is **employed** by MSF Sweden but as long as the office is financed by MSF Belgium no major decisions will be taken without the **agreement of MSF/B**. During the six first months, Anne Simon is the MSF/B representative.
5. Anne and the support committee think that **Göran** should first participate at the October **training** before leaving. For the first steps, that is felt that it is important for him to work together with Anne.
6. * The most important thing to do right now is to establish the legal statutes in accordance with Swedish law, Swedish NGO culture and MSF tradition. We think it would be very helpful to invite Fr. Saulnier. See also point 10.
* Among the tasks in Anne's job description the importance of recruiting medical personnel to send to January training was discussed...
* Preparation of Pierrot's visit in September : contact with journalists
7. The support committee will participate in carrying out practical tasks and in developing MSF presence in Sweden. The members of the committee will have to discuss how to organize that work.
8. Not discussed.
9. Anne promised to make a dossier with all the information concerning the policy of delegate offices (statutes, MSF mark, requirements of the CI...)
10. Long discussion on open or limited **membership** :
Although open membership seems to be the normal way of organizing the things in Sweden, the task of MSF, its tradition, etc will be of more importance for the time being and therefore we agreed on a limitation of the membership. As there are in Sweden several advantages with the open membership (democracy, public relation, fund-raising ...) a decision on limited membership has to be explained in a way that suits the Swedish society. The final decision will be made only after consultation of legal advisors (Swedish and MSF). //Andrea should help us in finding a good one//

The composition of the board of directors will depend on the future decision on the membership.

11. The support committee will meet once every week. A report will be made after each meeting.

12. Evereybode knows the importance of having a good communication and that requires certain rules which will be drawn up Anne and Göran (a document will follow). The first rule is that the office is the center where all information should be gathered.

13. Anne will distribute the information about the budget and the MSF delegate offices financial policy. The bookkeeping will be done by Anne and Göran. //Friend to Anna could be revisor//

REMEMBER: WE WILL REPRESENT INTERNATIONAL MSF, NOT ONLY THE BELGIAN PART OF IT.