

**THE ARMENIAN NATIONAL UNION OF YOUNG WOMEN`S CRISTIAN ASSOCIATIONS / YWCA ARMENIA**

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Town of Noyemberyan August 31, 2013

Republic of Armenia

**MINUTES Number 5**

This year, August 31, 2013 in Noyemberyan, Tavush Marz, the National YWCA Annual Board Meeting was held. Participants came from the National YWCA member associations and Union board members came from Guymri and Noyemberyan YWCAs.

Present from Noyemberyan YWCA were Union Board President Aida Zurabyan, Narine Hovanesian, Alisa Aramavia, Emma Tamadasian, Astrik, Liana, Arevic Adbalyan and Anahit

Present from Gyumri YWCA were General Secretary Svetlana Mkertchian and Urahabet Hazaryan.

Participants choose President Aida Zurabyan to lead the meeting and Urahabet Hazaryan was chosen as secretary.

AGENDA

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| Hour | AUGUST 31, 2013 |
| 11:00-11:10 | Arrival and registration of participants  Provision of materials |
| 11:10-11:30 | Opening Ceremony (YWCA President, Aida Zurabyan)   * Opening speech (YWCA General Secretary, Svetlana Mkertchyan) * Presentation of meeting’s goals, objectives and agenda (YWCA President, Aida Zurabyan) * Vote was held on agenda |
| 11:30-11:50 | 1. Gyumri YWCA presents Annual Report from August 2012-August 2013- 10 minutes 2. Noyemberyan YWCA presents Annual Report from August 2012-August 2013- 10 minutes 3. YWCA General Secretary presents annual report for August 2012-August 2013- 15 minutes 4. YWCA President’s report for August 2012-August 2013-15 minutes |
| 12:50-1:00 | Discussion |
| 1:00-2:00 | 2012-2015 Update Strategic Plan  2013-2015 New Plan’s presentation  August 2013-August 2014 Activity Plan  Questions and Suggestions |
| 2:00-2:10 | Discussion- 10 minutes |
|  |  |
| 2:10-3:00 | Lunch Break |
| 3:00-3:05 | Suggestion and discussion of constitution articles 3.2.1 and 19.1.1. YWCA President spoke about Union- 5 minutes |
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| 3:05-3:20 | Voting on new and updated constitution articles |
| 3:20-3:40 | Spoke about Affiliation Application for World YWCA and delegated duties and answered questions about Affiliation Questions- Presented by Emma Tamrazyan  Voted which board members would be responsible |
| 3:40-4:00 | Discussed 1 year plan- General Secretary Svetlana Mkterchyan   1. 1 year plan discussion 2. Council member and member association responsibilities (Narine Hovesyan) 3. Annual budget discussion and membership fee (Treasurer, Alisa Hamaravian) 4. New active groups and NGOs who want to be member of Armenain National YWCA (Gherkunik YWCA and -98NGO) 5. Organizational questions |
| 4:40-5:00 | Organizational questions |
| 5:00-6:00 | Discussion  Closing remarks |

Notes:

After registration and coffee break YWCA President and General Secretary welcomed participants and wished them good work. Gyumri YWCA gave Annual Report that was presented by Svetlana. Noyemberyan YWCA gave their annual report which was presented by Arevic Albanyan. YWCA General Secretary Svetlana Mkertchyan discussed ideas that would improve work efficiency and coordination between the branches. Last year’s problems were discussed and ideas were brought up about how to avoid them in the upcoming year. Distance between the branches was listed as a major issue.

YWCA president, Aida Zurabyan presented the annual report and spoke about her responsibilities and how they were carried about. She also spoke about council members and active members’ initiatives and participation in projects. She requested Gyumri and Noyemberyan’s annual reports be combined to create one collective report for the National YWCA which would then be distributed to board members.

Many questions were brought up during discussion times. The discussions are below:

1. Narine Horavesyan asked why it was necessary for the General Secretary, President and Member association members gave reports. Aida Zurabyan said that the General Secretary, President and board are elected officials for the YWCA and it is necessary for them to give detailed reports to present to the other members. These reports must be combined to create an annual report, which will give us the opportunities to analyze the results of our activities and will assist in planning future projects.
2. Before this board meeting, board members were asked for their suggestions for the meeting agenda by e-mail. Before the meeting, members were informed about the agenda, strategic planning needs and who brought suggestions to the agenda. The group that worked on the updated strategic plan was thanked (Emma Tamrazyan, Narine Hovesyan, Alisa Aramavyan, Arevic, and Emily Berg). Participants voted on the updated Strategic Plan.
3. All members voted to change the constitution articles.
4. Emma Tamarazyan wants to write a letter to the General Secretary of the World YWCA about our needs and application. It was discussed who would take part in the creation of this letter. Emma read the letter she had from the general secretary about affiliation and the participants decided together about what was needed for a good application.
5. The One Year Activity plan was combined for a National YWCA activity plan.
6. Narine Hovanesyan suggested that within one month after the board meeting (Before September 31st) that all members make standards for each other and volunteers. The standards will then be shared online and a vote will take place. All participants voted on this idea.
7. Alisa Amaravyan suggested that we create a fundraising plan that includes membership fees and allocation of all of our financial resources. Participants agreed that a fee for membership was needed but a final decision would be made within 1 month.
8. New member groups who want to apply to the YWCA union was briefly discussed but it was agreed that this topic would be discussed periodically within the next three months.
9. Annual meeting minutes, annual report and all other documents would be sent to board members within the next two weeks.

*Meeting Minutes were created by Aida Zurabyan and Urabher Razanyan. Meeting minutes were translated by Emily Berg and Aida Zurabyan.*