

# LII International Presidents' Meeting

## WORKING MATERIALS

Brno, Czech Republic  
3rd - 7th February 2016

 brno<sup>2016</sup>



## FOREWORD

*Dear Presidents,*

*The first snow has fallen in Brussels. As my fellow board members and I were watching Hector, our Greek Secretary General, playing in the first snow he had seen in years, I couldn't help but think that this is exactly how I imagined life in the ELSA House to be. There will be clouds in the sky, snowfall and cold radiators, but all along the way, there will be excitement over the small joys of life, shared with friends from another exotic culture.*

*The International Board and ELSA International Team have been working tirelessly since the International Council Meeting in Batumi. We have discovered details about our 35-year Association that we never expected to learn, had a lot of external support and pleasant meetings with the Network. This is the time of the year for action in order to achieve the ambitious goals set in July, for all of us. Time is limited but if you seize the moment now, you can reach the snowy top of the mountain.*

*My sincere regards,*



Anna Haipola  
President  
ELSA International 2015/2016

LII International Presidents' Meeting of ELSA  
Brno, Czech Republic  
February 3<sup>rd</sup> – February 7<sup>th</sup>, 2016



## CONTENT

FOREWORD.....	1
CONTENT .....	2
TIMETABLE .....	4
REMINDERS .....	5
THE IPM GUIDE FOR FRESH AND EXPERIENCED PARTICIPANTS .....	6
IPM PREPARATIONS .....	7
DRAFT AGENDA .....	8
<b>Wednesday, 3<sup>rd</sup> of February 2016 .....</b>	<b>8</b>
Opening Ceremony .....	8
Introductory Workshop .....	8
ELSA International Update .....	9
<b>Thursday, 4<sup>th</sup> of February 2016.....</b>	<b>9</b>
National Officers: AIJA Presentation .....	9
Local Officers: Communication .....	9
Coffee break .....	10
National Officers: Hot Topics I .....	10
Local Officers: AIJA Presentation .....	10
Lunch .....	11
Sightseeing and brewery excursion .....	11
<b>Friday, 5<sup>th</sup> of February 2016.....</b>	<b>11</b>
National Officers: Hot Topics II .....	11
Local Officers: Network Update .....	11
Coffee break .....	12
National Officers: Jurisdiction & Taxes .....	12
Local Officers: Key Areas .....	12
Lunch .....	12
IT in ELSA .....	13
Local Groups' names .....	13
<b>Saturday, 6<sup>th</sup> of February 2016 .....</b>	<b>13</b>
Surprise .....	13
Coffee break .....	14

---

National Officers: Financial Strategy	14
Local Officers: Peer support	14
Lunch	14
Project Partners vs. General Partners	15
Coffee break	15
Faculty Cooperation	15
<b>Sunday, 7<sup>th</sup> of February 2016 .....</b>	<b>16</b>
Miscellaneous	16
Coffee break	16
Evaluation & Closing	16

## TIMETABLE

	Wed 3rd	Thu 4th		Fri 5th		Sat 6th		Sun 7th
08:00	Arrival	Breakfast		Breakfast		Breakfast		Breakfast
08:30								
09:00								
09:30	To the faculty	To the faculty		To the faculty		To the faculty		To the faculty
10:00	Opening Ceremony	AIJA	Communi- cation	Hot Topics	Network Update	Surprise		Miscellaneous
10:30		Coffee break		Coffee break		Coffee break		
11:00	Coffee break	Coffee break		Coffee break		Coffee break		Coffee break
11:30	Opening Ceremony	Hot Topics	AIJA	Jurisdicti- on & Tax	Key Areas	Financial Strategy	Peer Support	Evaluation + Closing
12:00		Lunch		Lunch		Lunch		
12:30	Lunch	Lunch		Lunch		Lunch		Lunch
13:00								
13:30								
14:00	Introductory Workshop	Sightseeing		IT in ELSA		Project Partners vs. General Partners		Departure
14:30								
15:00								
15:30	Coffee break	Coffee break		Coffee break		Coffee break		
16:00	ELSA International Update	Brewery excursion		IT in ELSA		Faculty Cooperation		
16:30				LG names				
17:00								
17:30	Dinner	Dinner by the brewery + National drinks tastings		Dinner		Preparations and pre-party		
18:00								
18:30								
19:00	Preparations and pre-party at the hotel	Transportation		Transportation		Gala at PAVILLON. Jazz and Gatsby swing		
19:30								
20:00								
20:30		Preparations		Wine Cellar "Moravska Banka Vín" with Karaoke				
21:00								
21:30		Transportation						
22:00								
22:30	Transportation	Transportation						
23:00	Club VIBE (Masks + Traffic Lights theme)	Club TwoFaces (FRESH PRINCE theme)						
23:30								
00:00								

LII International Presidents' Meeting of ELSA  
Brno, Czech Republic  
February 3<sup>rd</sup> – February 7<sup>th</sup>, 2016

## REMINDERS

### General Reminders

If you really want to enjoy this IPM,

DO NOT FORGET THE FOLLOWING:

*“Be prepared to speak and to speak, be prepared!”*

### To be prepared for the workshops...

- Read these Working Materials from cover to cover, they are not that long!
- Read the Minutes of at least the two previous IPM's and ICM's
- Read and bring a copy of the Statutes and Standing Orders of ELSA International
- Read and bring with you a copy of the 43<sup>rd</sup> edition of the Decision Book of ELSA, especially the Board Management, External Relations and Expansion part and the Strategic Planning part
- Bring your marketing materials so that you can promote your events
- Read the specific preparation part for this IPM below
- Ask your predecessor about previous International Meetings and issues which were raised there

### To be prepared for the stay...

- Make sure you have taken note of all the Organising Committee's instructions
- Make travel arrangements to be in Brno in time for the opening of the IPM at 10:00 on the 3<sup>rd</sup> of February 2016.

### To be prepared for the time of your life...

- Bring your National or Local Drinks!
- Bring all of your **ELSA Spirit!**

## THE IPM GUIDE FOR FRESH AND EXPERIENCED PARTICIPANTS

### What is the International Presidents' Meeting?

According to the Statutes of ELSA, *the International Presidents' Meeting is a horizontal meeting of the Presidents of the Members and Observers, which meets on a bi-annual basis, once in winter, once in summer.*

The aims of the Presidents' Meeting are to exchange experience, information and ideas existing in the National Groups, to learn from other National Groups, to contribute to the implementation of the Council Meeting decisions and to prepare for the Council Meeting.

At the IPM, topics that will be further discussed during the upcoming ICM are discussed, with inputs from the Presidents of different National Groups. Its importance is proved by the fact that the IPM has the right to submit proposals to the Council.

### Right to submit proposals

According to the Statutes, the IPM has the right to submit proposals to the International Council Meeting. In order to do so, a qualified majority of two-thirds of the Members present at a Presidents' Meeting must approve such a proposal.

Any proposal by the Presidents' Meeting to be submitted to the Council, must be sent to the Secretary General of ELSA International in accordance with Article 5.2 of the Standing Orders of ELSA.

Any proposal submitted by the Presidents' Meeting to the Council shall detail the number of the votes in favour, against or abstentions.

### What is an IPM officer?

There are at least *two* IPM officers. They are the *Chair* and one *Secretary*. If necessary, more Secretaries can be appointed and a *Vice Chair* to assist the Chair in conducting the meeting.

The task of the Chair is to conduct the IPM in good order, to lead it together with the President of ELSA International and to prepare and present the IPM report to the Council.

The Secretaries are in charge of the minutes of the IPM.

## IPM PREPARATIONS

### Relevant documents

As this IPM will deal with many complex and time-consuming issues, we all need to be as prepared as possible, to avoid repetition, but at the same time to not miss important information.

Many of these issues will not only affect our work during this term in office, but also have a great influence on future ELSA generations. Therefore, for the future of ELSA, I deeply encourage you to prepare for this meeting by reading these Working Materials from cover to cover. Start making notes, read the preparation material, prepare questions and start discussions already on the mailing lists to make the meeting in Brno as effective as possible.

### Finger rules

Since IPM Malta (Winter 2012) we are using rules, which help us to conduct comfortable and fruitful discussion during our meetings. These “finger rules”, as you can find below, intend to make the job of the Chair easier, to make sure that the discussions are as effective as possible with a logical flow and order.

The theory behind the finger rules is simple; you indicate what you want to state by using one of the following gestures:

- |                             |                                                                                                                        |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------|
| <b>One finger:</b>          | New idea/topic                                                                                                         |
| <b>Two fingers:</b>         | Reply/comment                                                                                                          |
| <b>Three fingers:</b>       | End the discussion – it’s not useful                                                                                   |
| <b>Pinky:</b>               | Technical remark (e.g. “open the window” or “I can’t see”)                                                             |
| <b>Thumbs up/down:</b>      | Show immediate feedback to a statement, instead of getting on the speakers list for saying “I (don’t) like xxx’s idea” |
| <b>Finger with scissor:</b> | Remove/cut from speakers’ list.                                                                                        |

The **priorities** of the gestures go in the following order: pinky, three, two, one, in a descending order. With this system the Chair can easier moderate the discussions.





## DRAFT AGENDA

---

**WEDNESDAY, 3<sup>RD</sup> OF FEBRUARY 2016**

---

10:00 – 12:30

### **Opening Ceremony**

Official opening of the International Presidents Meeting hosted by the Organising Committee.

12:30 – 14:00

### **Lunch**

14:00 – 15:30

### **Introductory Workshop**

**Aim:** To get to know each other and acknowledge the participants' expectations. To discuss the purpose of the IPM, to present and approve the agenda and to elect the IPM Officers. During this session we will also establish some rules for the rest of the week.

#### **Means:**

- Opening of the IPM
- Round of introductions & expectations
- Election of the Chair, Vice Chair and the Secretaries
- Workshop rules
- Presentation and approval of the agenda

**Preparations:** Prepare your inputs and expectations for this IPM. Read the agenda carefully and think about WS rules that can be adopted, especially “finger rules”.

15:30 – 16:00

### **Coffee Break**

LII International Presidents' Meeting of ELSA  
Brno, Czech Republic  
February 3<sup>rd</sup> – February 7<sup>th</sup>, 2016

16:00 – 17:30

**ELSA International Update**

**Aim:** To give you an update of what is going on in the International Board of ELSA: what projects we are working on, what general developments have taken place and how everything is going.

**Means:**

- Update from ELSA International
- Questions & Answers

**Preparations:** Prepare any questions that you might have for the International Board about the work we have been doing since the start of the term and the work we have planned for the upcoming months.

---

**THURSDAY, 4<sup>TH</sup> OF FEBRUARY 2016**


---

10:00 – 11:00

**National Officers: AIJA Presentation**

**Aim:** ELSA International started co-operating with AIJA, The International Association of Young Lawyers, in November. We are proud to welcome Orsolya Görgényi, the President of AIJA, at the International Presidents' Meeting and hear more about our Partner association and its structure for experience sharing.

**Means:**

- Presentation by AIJA.
- Q&A.
- Experience sharing between our two associations

**Preparation:** Visit AIJA website <http://www.aija.org/>. Get yourself familiar with AIJA's structure and different commissions, differing remarkably from ELSA's internal management.

10:00 – 11:00

**Local Officers: Communication**

**Aim:** Encouraging the Local Officers to exchange ideas and communicate within the Network by presenting the communication channels available for them.

**Means:**

- Presenting the mailing list, Facebook group, Google accounts
- Officers' Portal
- Q&A

**Preparation:** Make sure you are on the BEE mailing list ([ELSA-BEE@LISTSERV.ELSA.ORG](mailto:ELSA-BEE@LISTSERV.ELSA.ORG)), on the ELSA-info mailing list ([ELSA-INFO@LISTSERV.ELSA.ORG](mailto:ELSA-INFO@LISTSERV.ELSA.ORG)) and in BEE Facebook Group (ELSA BEE Team 2015/2016). Please also fill in this Google questionnaire in order to gain access to event calendar and Partners' Database: <https://goo.gl/i7mt34>. Familiarise yourself with the Officers' Portal: <http://officers.elsa.org/>.

11:00 – 11:30

**Coffee break**

11:30 – 12:30

**National Officers: Hot Topics I**

**Aim:** To discuss Hot Topics brought up by National Presidents.

**Means:**

- Open floor

**Preparation:** Follow and engage yourself in the discussion on the BEE mailing list. Until now the following topics are on the wish list: 1) Advertisement of Human Rights breaches; 2) ELSA and the European Union; 3) Communication between ELSA International, National Groups, Local Groups and the faculties.

11:30 – 12:30

**Local Officers: AIJA Presentation**

**Aim:** ELSA International started co-operating with AIJA, The International Association of Young Lawyers, in November. We are proud to welcome Orsolya Görgényi, the President of AIJA, at the International Presidents' Meeting and hear more about our Partner association and its structure for experience sharing.

**Means:**

- Presentation by AIJA.
- Q&A.
- Experience sharing between our two associations

**Preparation:** Visit AIJA website <http://www.aija.org/>. Get yourself familiar with AIJA's structure and different commissions, differing remarkably from ELSA's internal management.

12:30 – 14:00

**Lunch**

14:00 – 17:30

**Sightseeing and brewery excursion**

---

## FRIDAY, 5<sup>TH</sup> OF FEBRUARY 2016

---

10:00 – 11:00

**National Officers: Hot Topics II**

**Aim:** To discuss Hot Topics brought up by National Presidents.

**Means:**

- Open floor

**Preparation:** Follow and engage yourself in the discussion on the BEE mailing list. Until now the following topics are on the wish list: 1) Advertisement of Human Rights breaches; 2) ELSA and the European Union; 3) Communication between ELSA International, National Groups, Local Groups and the faculties.

10:00 – 11:00

**Local Officers: Network Update**

**Aim:** To inform the Local Officers about the projects and latest developments in the Network.

**Means:**

- Presentation by ELSA International
- Q&A
- Presentations by Local Groups

**Preparation:** Please bring with you and prepare to present marketing materials from your international events and projects organized locally or local events that you find interesting to the fellow officers present at the IPM.

11:00 – 11:30

**Coffee break**

11:30 – 12:30

**National Officers: Jurisdiction & Taxes**

**Aim:** To give National Officers an update and briefing on the upcoming proposal by the Jurisdiction Working Group at ICM Malta. To update on the progress on the tax situation.

**Means:**

- Presentation by ELSA International
- Q&A

**Preparation:** Read the section *Jurisdiction Working Group* on page 15 of the Decision Book of ELSA International and minutes from previous international meetings from workshops on the topic.

11:30 – 12:30

**Local Officers: Key Areas**

**Aim:** To deepen the knowledge of Local Officers on the Key Areas and the flagship projects selected within them in order to promote ELSA as an association in an understandable way to both externals and potential members.

**Means:**

- Presentation by ELSA International
- Presentation of the ELSA flagships brochure

**Preparation:** Visit <http://elsa.org/> and skim through the Activities section.

12:30 – 14:00

**Lunch**



14:00 – 16:30

**IT in ELSA**

**Aim:** To publish new websites of ELSA International and to present its features. To present potential solutions of Network's internal communication and to discuss further steps of ELSA towards simplification of our daily work with IT.

**Means:**

- Publication & Presentation of websites by VP S&C and Director for IT of ELSA International
- Presentation and introduction of the website's WordPress features
- Presentation and introduction of the new application systems
- Introduction of the potential Network Communication Platforms

**Preparation:** Please bring your computers, because the workshop will be very interactive and its aim will be to provide participants with basic ELSA IT related issues.

16:30 – 17:30

**Local Groups' names**

**Aim:** The discussion on Local Groups' names at IPM Thessaloniki didn't reach a definite conclusion. This workshop aims to follow up on the discussion and to have an outcome.

**Means:**

- Summary of the discussion at IPM Thessaloniki
- Discussion
- Conclusions

**Preparation:** Read the Minutes of IPM Thessaloniki:

[http://files.elsa.org/BEE/IPM\\_Minutes/LI\\_IPM\\_Thessaloniki\\_Minutes.pdf](http://files.elsa.org/BEE/IPM_Minutes/LI_IPM_Thessaloniki_Minutes.pdf).

---

**SATURDAY, 6<sup>TH</sup> OF FEBRUARY 2016**


---

10:00 – 11:00

**Surprise**

**Aim:** To wake the participants up after wine tasting and karaoke and have a kick start for the fourth day of the IPM.

**Means:**

- Brace yourselves!

LII International Presidents' Meeting of ELSA

Brno, Czech Republic

February 3<sup>rd</sup> – February 7<sup>th</sup>, 2016

13

**Preparations:** Don't be late for this workshop.

11:00 – 11:30

**Coffee break**

11:30 – 12:30

**National Officers: Financial Strategy**

**Aims:** To present the current status of the Financial strategy of ELSA International proposal, and to get inputs from the Presidents on the parts related to the strategic aims of the association.

**Means:**

- Presentation
- Q & A and Brainstorming session

**Preparation:** Read the Financial Strategy of ELSA International decision in the Decision Book. Review the unaudited Final accounts from the previous term.

11:30 – 12:30

**Local Officers: Peer support**

**Aims:** To use experience sharing as a tool to get inspired and face some of the challenges that local officers often encounter in their work.

**Means:**

- Mingling session
- Debriefing

**Preparation:** Think of the challenges and the success your Local Group has experienced since the start of your term and how you could benefit from sharing these with your peers.

12:30 – 14:00

**Lunch**

14:00 – 15:30

**Project Partners vs. General Partners**

**Aim:** To discuss how to use projects such as Moot Court Competitions as fundraising tool. To present current structure of the ELSA Moot Court Competition sponsorship. To present examples of sponsor structures from the Network. To discuss the difference between project and general partners. To find out a way how from the project partner we can gain the general one.

**Means:**

- Experience sharing
- Q&A
- Presentation from VP MCC of ELSA International
- Discussion
- Conclusion

**Preparation:** Please be prepared to present your Partners structure. Think about the difference in approach to project partners and general partners. How to divide them? How to connect them? How to use them?

15:30 – 16:00

**Coffee break**

16:00 – 17:30

**Faculty Cooperation**

**Aim:** To prepare an overview of the cooperation of different ELSA groups with their faculties in order for the International Board to give a presentation at the 21<sup>st</sup> General Assembly Meeting and Conference of ELFA, The European Law Faculties Association.

**Means:**

- Roundtable / working groups
- Presentations
- Conclusion

**Preparation:** Get ready to describe the relationship and cooperation your group has with the faculty of law. All inputs are valuable, both positive and negative experiences. Visit ELFA website at <http://www.elfa-afde.com/>.

---

**SUNDAY, 7<sup>TH</sup> OF FEBRUARY 2016**

---

10:00 – 11.00

**Miscellaneous**

**Aim:** The workshop is dedicated to discuss the various topics which have not been discussed during the rest of the meeting and topics that have been raised on the mailing list.

**Means:**

- Discuss miscellaneous topics

**Preparations:** During the meeting, write down the topics that you would still like to discuss before leaving the IPM.

11:00 – 11:30

**Coffee break**

11:30 – 12:30

**Evaluation & Closing**

**Aim:** A memorable closing of our International Presidents' Meeting is the most important thing before we say *see you soon again*.

**Means:**

- Roundtable of IPM evaluation
- Closing

**Preparations:** Keep a feedback list in your notebook during the whole meeting so that you will be able to properly evaluate the meeting.

*Thank you for reading these Working Materials.*

*See you in Brno on the 3<sup>rd</sup> of February!*



**Anna Haipola**  
President  
ELSA International 2015/2016



**Marek Škultéty**  
Treasurer  
ELSA International 2015/2016



**Ada Gawrysiak**  
Vice President for MCC  
ELSA International 2015/2016



**Matej Sadloň**  
Vice President for S&C  
ELSA International 2015/2016

LII International Presidents' Meeting of ELSA  
Brno, Czech Republic  
February 3<sup>rd</sup> – February 7<sup>th</sup>, 2016

17