



Friidrett

Group general assembly

Case file

17:00 - 15.02.2022

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Types of cases:

1) Information case: This is for cases where you wish to inform about something. Ask for thoughts and input if there is something you want feedback on.

2) Decision case: If there is something that needs to be decided, the case needs to be presented first. The one presenting the issue comes with a proposal for a decision. The decision will be made jointly.

3) Discussion case: This type of case is for getting opinions and information from the group as a whole. This differs from an information case, because the focus is on retrieving information, rather than sharing information.

For each case, think about why you are bringing it up. Example: Get ideas, make decisions, check the “feeling” or opinion in the group, engage people, ...

Agenda

Case 1: Approval of those entitled to vote

Presenter: The board

Suggested decision: The group general assembly approves those entitled to vote.

Information:

All members attending must verify their membership in NTNUI if they wish to vote.

Accepted verification methods:

- Valid membership on the NTNUI member website.
- Wafer on student card for period fall 2021 - spring 2022.
- Receipt for purchase of NTNUI membership.
- Receipt for Sit membership with binding period of 12 months.

Report:

Case 2: Choosing secretary and chairperson

Presenter: The board

Suggested decision: The group general assembly accepts **[TBD]** as the chairperson, and **[TBD]** as secretaries.

Information:

We need to decide on one person to lead the meeting and one person to take notes.

Secretary: []

Chairperson: []

Report:

Case 3: Approving notice of meeting, case file and rules of procedure

Presenter: The board

Suggested decision: The annual meeting approves the notice of meeting, case file and rules of procedure.

Information:

Suggestion for rules of procedure:

1. The annual meeting is chaired by the elected chairperson
2. The minutes are kept by the elected secretary (preferably two people)
3. The minutes enter who has had the floor in the cases, proposals and decisions are entered with the number of votes for and against.

Report:

Case 4: Process the yearly report

Presenter: The board

Suggested decision: The group general assembly approves the yearly report

Information:

All information TBA.

Report:

Case 5: Economical overview

Presenters: The board

Suggested decision: The group general assembly approves the economic report

Information:

All information TBA.

Report:

Case 6: Yearly report social committee

Presenters: Social committee

Information case.

Information:

All information TBA.

Report:

Case 7: Yearly report information committee

Presenters: Information committee

Information case.

Information:

All information TBA.

Report:

Case 8: Changes to the Master Plan

Presenters:

Suggested decision: The group general assembly approves the changes to the masterplan

Information:

Complete list of proposed changes TBA.

Report:

Case 9: Election of the board

Presenters: Election committee

Suggested decision: The group general assembly approves the appointment of the board:

- Leader: **TBD**
- Second in command: **TBD**
- Accountant: **TBD**
- Sports coordinator: **TBD**
- Social responsible: **TBD**
- Event manager: **TBD**
- Information responsible: **TBD**

Case 10: Election of the council

Presenters: The board and the council

Suggested decision: The group general assembly approves the appointment of the council:

- **TBD**
- **TBD**
- **TBD**
- **TBD**

Information:

Report: