

CLEWS FSR – Meeting Protocol

Location and time: Hybrid (Potsdam & Discord), 6pm, 17th September 2025

Meeting announced on: 31st July 2025

Protocol Author: Silke

Moderation: Sophia

Format of the representation of voting results: (For / Against / Abstentions)

Agenda (TOPs)

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1. Attendance

Members present: Aeon, Benny, Emma (online), Gustav, Konsti, Liv (online), Louis (online), Ludo (online), Silke (online), Sophia, Tilo

Members absent: Jay, Paola, Rike

Guests: Zohreh (gen25) (online)

2. Determination of quorum

50% or more present? yes :D

3. Acceptance of the previous protocol

Protocol of the last FSR meeting (31 July 2025) written by Louis accepted unanimously.

4. Action items review

Ongoing action items:

- Tell Erstis about Erstifahrt – **Sophia** ✓
- How to spend money ✓
- Find a mascot – still ToDo
- Sharepics Erstiwoche, 1 overview and 3 for each event – **Emma and Silke** – still ToDo
- Reservations in bars – **Silke** ✓

5. Finance

Money left: 70€ → we decide to buy:

- A flash drive (to save FSR documents / have a safe copy available offline) for 20€ (11 / 0 / 0)
- Six table tennis rackets (to play "Rundlauf" etc.) for 25€ (11 / 0 / 0)
- A light of outside (for BBQs, etc.) for 20€ (11 / 0 / 0)

Do it ASAP for Tilo to send the Jahresabschlussbericht by the 25th of September. Gustav buys the things, Sophia sends in the receipt to ASTA.

6. Erstifahrt

Sponsoring Mails @ Sophia: fritz kola, Mio Mio, Katjes - 1 rejection from Mio Mio and otherwise no answer; Geo Glühwein people have not answered

Spreadsheet cooking: Done by Tilo

Car @ Gustav: No car but maybe his girlfriend's beetle if we find no one else, text in chat who has a car

Registration form: Tilo has set it up, open it on the 1st of October

Bus: If we're not free to choose: We take 4pm, otherwise 2pm for Friday

Sunday: Between 1 and 2 pm

Roles:

Cooking coordinator @ Tilo

Awareness @ Benni, Sophia, maybe Aeon

Coordinator @ Silke, Emma

Program points: Photo contest (same categories but also with spooky motto), beer opening contest, awareness session, FSR presentation, Halloween party

7. Erstiweek

Bartour: Pub-à-la-pub: 7pm with pubquiz from Konsti
 11-line: 9pm to 11pm - reserved in the back seating area
 KuZe: 11pm til late (no reservation but we hope they know)

Sharepic and announcing:

Q&A on Tuesday between Data Analysis and lecture series
 WarmUP on Thursday
 Bartour on Friday
 BBQ party on Saturday

FSR show-up at welcome event: Monday 13th 10-12am
 (rather at the end): Benni, Aeon, Silke... whoever wants to join

8. Mascot

Many ideas from Emma → merch team

9. Action items

- Party Planning Erstifahrt – **Emma, Benni, Silke**
- Car for Erstifahrt message – ???
- Buy table tennis rackets and hard drive – **Gustav**
- Send in receipts to ASTA before 25th September – **Sophia**
- Do sharepics for Erstiweek – **Emma, Silke**
- Release dates and sharepics for Erstiweek – **Silke**
- Merch get-together for mascot– **Merchteam**
- Beamer in pub-a-la-pub – **Benni**
- Create a pub quiz – **Konsti**
- Reserve grill from Geos – **Gustav**
- Reserve BBQ spot – **Louis**
- Reserve Lesecafé (kitchen keys?) – **Silke**
- Ask Korup if he can end the lecture for Q&A session bit earlier – **Benni**
- Ask Andreas and teachers to join bar tour and BBQ and last part of Q&A – **Sophia**
- Call bus company – **Silke**

10. Next scheduled meeting

Date: 9th October 2025, 18:30

Location: Hybrid