

CLEWS FSR – Meeting Protocol

Location and time: *Golm, house 1, room 1.15, 18:00, 25th November 2025*

Meeting announced on: *11th & 24th November 2025*

Protocol Author: *Rike*

Moderation: *Sophia*

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

Agenda (TOPs)

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3. Acceptance of the previous protocol

The protocol of the last FSR meeting (*11 November 2025*) written by *Emma & Aeon* will be hopefully be accepted at the next meeting.

4. Action items review

Ongoing action items:

Erstifahrt:

- Write Erstifahrt finance report – **Benny** ✓
- Write Erstifahrt report for website – **Alex**
- Add Erstifahrt report to website – **Aeon**
- Sharepic for Xmas market on the 28th – **Silke** ✓
- Book lesecafé for festive party – **Silke** ✓
- Sharepic for festive party – **Emma**
- Ask geo people for the room for game night – **Sophia** ✓
- Sharepic for game night – **Emma**
- Handcart: Contact toom – **Louis**
- Lost box: Liability insurance – **Emma** [in progress]
- Merch get-together – **Merchteam** ✓
- Find a mascot – **Merchteam**
- Find out more about the FSR room & get a letterbox whenever we get it – **Sophia** ✓
- Write email to Annegret – **Sophia**
- Discord: meme channel – **Sophia** ✓

1. Attendance

Members present: Tilo (online), Sophia, Aeon, Emma (online), Silke (online), Rike (online)

Members absent: Konsti, Ludo, Paola, Benny, Jay, Liv

Guests: Louis (graduate), gen25: Bianca, Marissa, Emma G., Flora, Paulina

2. Determination of quorum

50% or more present? **no** :(

5. FSR room

Thorsten Wagener said that after they move building there will be space for an FSR room for CLEWS in house 1

Annegret Thieken confirmed: "ja, prinzipiell ist das der Fall. Nach dem Umzug wird genug Platz in Haus 1 sein. Wir müssen die Feinplanung aber noch aktualisieren!"



6. Resilient Together - Climate in Therapy

Support for showing the movie Climate in Therapy

I would like to show the movie Climate in Therapy as part of Resilient Together. Price at lower end: 200€ (option to get it for free). Entry fee on donation basis, 3-5€, but maybe FSR can support a little bit as well?

- we have around 500€ left, but we need budget for the room
- 50€ + donations could be an idea
- how much advertisement would we like to do? They provide free advertisement material
- Place: Likely Golm
- nodate so far

7. CLEWS Financing

From Annegret Thieken: Regarding the DAAD application: We welcome additional ideas or feedback on what support is perceived as particularly helpful (and should be expanded if necessary).

- send again what we think works well?
- until next meeting everyone should think about something

8. Fill the HowTos Document

- distribute some sections that are still missing to people
- see action items

9. Roles

- silke posts roles int fsr channel so new people can look what they would like to do
- next summer semester we need new **finance people**
atm: tilo (leaves march), louis (has graduated), gustav (leaves also soon), rike (leaves in february)
- **vefa role**: needs people, it's in german, and meeting once a month, about university wide topics, it is also in general a more connecting/networking role
atm: sophia (leaves in a month for one semester), gustav (leaves also soon), tilo (leaves march), benny
- silke, emma, benny, are also leaving for some time → small crisi
- **Communication**: Send messages into discord for events and announcements, atm we are sending them randomly, its ok to not have that role, texts are just send with the share pics

- **Events**: Biggest team, fun to organize, not to much commitment because large group
- **Merch**: Benny, Liv, Emma, -¿ people will leave, but it is not super urgent so far
- **Awareness**: there are opportunities to do more, people are warmly welcome
- **Website**: Aeon is the only one and will graduate next summer, so it would be cool if people would join. It takes a bit - half an our meeting - to show
- **Inventory** : depends on where (in a new FSR room??) our stuff will be next semester
- **FSR Coordination role**
 - Who takes the office key? Who manages inventory? Who prepares meetings (protocol, agenda, reminder, ...)?
 - Sophia will be back in June/July
 - maybe Benny?
 - someone of the new people, Silke can support until march
 - everyone can think about it and we talk about it next week

10. Merch

- looked at the websites and they had new nice stuff
- it's a good compromise between eco and price
- minimum order numbers are there
- do we want socks? (minimum 100 pairs of socks) between 6-12€
- coffee mugs, pins, ..?
- want to so caps again
- shirt or crewneck
- a new merch drop will come, the question is which (new) stuff

11. Events

X-mas markets tour:

- Something to prepare?
- Starting at 15
- Louis and Sophia are likely there
- gen25 guest will also bring people from class
- herd them together at the X-max market and bring them to the Brandenburger Tor at some point

Game Afternoon: from Konsti: We can shift the location to Madia (<https://mapove.wordpress.com/madia-gruppen/>). The Madia is an open space, where various activist and community groups from Potsdam meet. It has a big community kitchen, toilets, a common room with a big table and a big room with many tables. So it is possible to brew tea, Glühwein etc, there is also cutlery and all the kitchen stuff one needs. Only vegan cooking "allowed", in case someone wants to cook sth. I texted Nick (FFF Potsdam) about Madia. He put us on the Madia calendar, meaning the space is reserved for us from 15:00 on. The remaining question is how to get the key for Madia. I'm waiting for Nick's answer on that. He did mention that it is possible to open the door digitally/remotely tho, what ever that means. The heaters should be turned on in the beginning! Cheers, Konsti

- bring games there

Festive Party:

- Can use lesecafe
- silke can do sharepic
- Potluck idea: bring different dishes (from your region)
- everyone should bring a (festive) cup, they can be used at the party, but exchange with other people → small cup exchange :)

International Dinner / German Slam: [BoxUP](#), Password: CLEWSEVENTS2026

- some time in january, saturday is maybe not the worst idea :) but should be announced asap -> 17.01.2026 it is
- combine both
- maybe make a map where people pin their locations
- Where?: maybe some place where we can use a kitchen, lesecafe or madia (madia can only be vegan(?))
- bianca will first ask konsti about madia and if it doesn't work ask lesecafe
- promote mostly vegan dishes? can "recommend" vegan, but doesn't have to. Important is that it is marked if its vegan/vegetarian/with meat
- fsr have some plates and stuff but maybe it's not enough, so people should also bring stuff

Movies (Climate in Therapy / Picture a Scientist?): about first one we already talked earlier; can we screen Picture a scientist again? → Rike puts a how to into the HoTwos if people want to do that in the next semester

- Write Erstifahrt report for website – **Alex**
- Add Erstifahrt report to website – **Aeon**

Events:

- Sharepic for festive party – **Emma**
- Sharepic for game night – **Emma**

Write HowTos:

- Ersti Fahrt & Finance — **Tilo**
- Events – **Silke**
- Mail – **Rike**
- Awareness section – **Aeon/Elli**
- Website – **Aeon**
- Screen a movie (like *Picture a Scientist*) – **Rike**

Others:

- Handcart: Contact toom – **Louis**
- Lost box: Liability insurance – **Emma** [in progress]
- Find a mascot – **Merchteam**
- think about something how clews supports international students – **Everyone**

13. Next scheduled meeting

Date: 9th December 2025, 18:00

Location: Golm, house 1, room 1.15

12. Action items

Erstifahrt:

- Check Benny's Erstifahrt finance report – **Tilo**