

Representative Council Annual Meeting 2025

Agenda

- Time: **06.11.2025 at 17:30**
- Location : Metropolia UAS, Myllypuro campus, Myllypurontie 1, 00920 Helsinki
Metropolia Auditorium MPA1010
- Invitation: Members of the Representative Council
The Board of METKA
Members of the Student Union
Employees of the Student Union

MEETING TECHNIQUE AND PROCEDURES

1. Opening of the meeting

The Chair opened the meeting at XX:XX.

2. Stating the legality and quorum of the meeting

According to § 9 of the Statutes of METKA, the invitation to the meeting of the Representative Council shall be sent by e-mail to the address indicated by the member of the Representative Council at least seven (7) days before the meeting to all members and deputy members of the Representative Council, and the meeting shall also be publicly announced in the manner decided by the Student Union Representative Council. A meeting of the Assembly shall be valid and quorate if it has been duly convened and the chairperson or vice-chairperson of the Council and 1 /3 of the members of the Council are present.

MOTION: The meeting is declared legally convened and quorate.

DECISION:

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

3. Order of the meeting

According to Article 9 of the Statutes, the Secretary of the Representative Council meeting is primarily the Executive Director of the Student Union. If the Executive Director is unable to attend, the Council of Representatives shall elect a secretary for the meeting.

MOTION: Those present are confirmed and the rights to speak and to be present are granted as set out in the attachment. To elect a secretary, at least two examiners of the minutes and two vote counters for the meeting.

ATTACHMENT:
DECISION:

4. Procedure of the meeting

MOTION: The agenda is accepted as the procedural agenda of the meeting.
DECISION:

Announcements

5. Matters to be noted (15 min)

- Greetings from the Board of METKA
- Relevant issues from the Student member of the Metropolia Ltd. board.

6. Financial situation (10 min)

The Executive Director presents the current financial situation of the Student Union

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

DECISIONS

§ 36 Composition of the Board and the Representative Council (5 min)

A member of the Board and a member of the Representative Council have announced their resignation. The Council must grant their resignations and confirm the new compositions of the Board and the Representative Council.

PRESENTER: Juuso Jaakkola

ATTACHMENT: Attachment 1 – Updated composition of the Board and the Representative Council

MOTION: The resignations are accepted and the new composition is confirmed.

DECISION:

§ 37 Annual Report 2024 (15 min)

The annual report describes the activities of the student union during the past financial year and supplements the financial statements by providing qualitative information alongside the financial figures. Its purpose is to provide an overall picture of the activities, objectives, and their implementation.

According to 9§ of METKA's statutes, the representative councils annual meeting decides on the approval of the student union's annual report.

PRESENTER: Juuso Jaakkola

ATTACHMENT: Attachment 2 – Financial Statements and Annual Report 2024

MOTION: The 2024 Annual Report to be approved.

DECISION:

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

§ 38 2024 Financial Statements and auditors' reports (20 min)

The financial statements show the student union's results for the previous financial year as well as its assets and liabilities at the end of the financial year. The auditor is responsible for checking the financial statements and reporting any deficiencies found in them in their statement, which has a significant impact on the discharge of those responsible for the financial year. Päivi Sten, elected by the 2023 annual meeting, has served as METKA's auditor, and Timo Oravainen, elected by the same meeting, has served as the performance auditor.

According to 9 § of METKA's statutes, the Representative Councils annual meeting decides on the approval of the student union's financial statements.

PRESENTER: Juuso Jaakkola / Linda Lindgren

ATTACHMENT: Attachment 3 – Financial Statements and Annual Report

Attachment 4 – Auditor's Report

Attachment 5 – Operational Auditor's Report

MOTION: The 2024 Financial Statements and the auditors' reports are approved.

DECISION:

§ 39 Granting discharge from liability for 2024 (10 min)

Discharge from liability means that those responsible for the accounts and liabilities are released from liability for compensation for the financial period for which the financial statements have been prepared.

According to 9 § of METKA's statutes, the Representative Councils annual meeting decides on the granting of discharge from liability to the Student Union Board and other persons responsible for accounts and liabilities.

PRESENTER: Thomas Heathfield

MOTION: Discharge from liability to be granted to the responsible parties for the financial year 2024.

DECISION:

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

§ 40 Action Plan for 2026 (15 min)

The action plan describes the student union's goals for the coming year and the concrete measures for achieving them. It serves as a tool for guiding and monitoring activities and explains what the student union intends to do and why.

According to 9 § of METKA's statutes, the annual meeting of the Representative Council decides on the action plan for the following year.

PRESENTER: Justus Kalliokoski

ATTACHMENT: Attachment 6 – Board proposal for METKA's Action Plan 2026

MOTION: METKA's Action Plan for 2026 to be approved.

DECISION:

§ 41 Membership fees for 2026 (20 min)

According to Section 9 of METKA's statutes, the annual meeting of the Representative Council shall decide on the amount of the membership fee for the following year.

PRESENTER: Justus Kalliokoski

ATTACHMENT: Attachment 6 – Board proposal for the membership fee for 2026

MOTION: The membership fee for 2026 is set at 30 euros per semester, 44 euros per academic year, and the multi-year memberships according to Attachment 5.

DECISION:

§ 42 Remunerations of trustees for 2026 (20 min)

According to Section 9 of METKA's statutes, the annual meeting of the Representative Council shall decide on any meeting fees and the remuneration of elected officials for the following year.

PRESENTER: Justus Kalliokoski

ATTACHMENT: Attachment 8 – Boards proposal for METKA's remunerations of trustees for 2026

MOTION: The remuneration of METKA's elected officials shall be determined in accordance with Attachment 8.

DECISION:

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

§ 43 Changes in sports services 2026 (10 min)

Funding for Zone sports services from universities of applied sciences was halved at the beginning of the year, which is why operations have been significantly reduced over the past 12 months. With the current resources, there are challenges in the operation of sports services, the resolution of which will significantly change their availability.

According to 7 § of METKA's statutes, the Representative Council is responsible for deciding on matters that involve a significant reduction or expansion of financial activities, as well as the purchase, sale, mortgaging, or construction of real estate and shares. The changes presented here will be decided upon in the same decision as the budget.

PRESENTER: Justus Kalliokoski

ATTACHMENT: Attachment 9 – Board proposal for METKA's Budget 2026

MOTION: The changes to sports services proposed by the Board and their impact on the budget are noted. The Board proposes that group exercise be separated from the sports services included in student union membership and that membership will henceforth entitle members to use the gym and sports hall.

DECISION:

§ 44 Approval of METKA's Budget for 2026 (20 min)

The budget is a plan that outlines the organization's income and expenses for the coming year. It is drawn up on the basis of the action plan and shows where the money will be spent and where it will come from. The purpose of the budget is to ensure that operations are financially sustainable and responsible. Approval of the budget also means approval of the board's proposal for changes to sports services.

According to 9 § of METKA's statutes, the annual meeting of the representative council decides on the approval of the budget for the following year.

PRESENTER: Linda Lindgren

ATTACHMENT: Attachment 9 – Board proposal for METKA's Budget 2026

MOTION: METKA's Budget for 2026 to be approved.

DECISION:

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki

§ 45 Election of auditor and operational auditor for the 2026 financial year (5 min)

The election of an auditor and an auditor of operations is an important part of the student union's financial and administrative oversight. The auditors' task is to ensure that the accounting, financial statements, and operations are conducted in accordance with good governance practices and the law.

According to 9 § of METKA's statutes, the annual meeting of the representative council elects and dismisses the auditors and their deputies.

PRESENTER: Justus Kalliokoski

ATTACHMENT:

MOTION: Timo Oravainen is elected as the operational auditor and Jonna Sten as the financial auditor for 2026.

DECISION:

OTHER BUSINESS

7. Other business

MEETING TECHNIQUE

8. Ending of the meeting

The Chair ended the meeting at XX:XX

As a deposit of the minutes,

Chair of meeting

Secretary

Examiner of the minutes

Examiner of the minutes

Postiosoite

Myllypurontie 1
00920 HELSINKI
Finland

Internet

metkaweb.fi
zonesports.fi

Sähköposti

metka@metkaweb.fi
info@zonesports.fi
etunimi.sukunimi@metkaweb.fi

Y-tunnus

2165831-1

Kotipaikka

Helsinki