

"NATO Charity Bazaar" ASBL
Avenue Victor Gilsoul 1, 1200 Brussels, Belgium
No: 874.358.592
Annual General Meeting
19 March 2013

The General Meeting started at 10h10

In Attendance: 31 Full Members were present or represented

Absent: Georgia, Hungary, Iceland, Luxembourg, Spain, Sweden

1. Agenda – Susanne Christtreu (President) / president@natocharitybazaar.org

Susanne welcomed the members to the Annual General Assembly meeting – the first meeting of 2013. She went through the Agenda, pointing out that the members were not only voting to have our Statutes, Internal Regulations and our Funding Application and Guidelines Form updated, but they were also voting on a new President of the 2013 and 2014 NCB. She then emphasized the importance of those attending members, whose National Representative were not in attendance, having a proxy in order to be allowed to vote.

1.1. Farewell to members

Susanne called the following members up to thank them for their hard work and to be presented with Farewell Certificates: Laurence Wolsol-sobe (NR **Austria** not in attendance), Hasena Husejinovic (NR **Bosnia and Herzegovina** not in attendance), Tamara Langenbach (2nd ANR **Germany** not in attendance), Alessandra Vallosio Arcamone (NR **Italy** not in attendance), Antonella Merra Regina (ANR **Italy**), Ilona Kiukucane (NR **Latvia** not in attendance), Elita Gaile (ANR **Latvia** not in attendance), Nanette Meulmann (NR **The Netherlands**), Gonnie Laarhoven (ANR **The Netherlands**), Carmen Gil Pidal (ANR **Spain** not in attendance), COL Yurii Samoilenko (2nd ANR **Ukraine**), Lady Jan Harper (NR **United Kingdom**).

1.2. Farewell to Board Members

Susanne then called the following Board members up to thank them for their hard work and dedication to the 2012 NCB Bazaar: Rebecca Verdoes (**Tombola Coordinator** not in attendance), Stephanie Matthews, (**Assistant Tombola Coordinator** not in attendance), Nadezda Jurgova (**Assistant Tombola Coordinator** not in attendance), Maryse Van Bussel (**Belgian Charity Coordinator** not in attendance), Katia Abinader (**International Charity Coordinator** not in attendance), Venüs Kardal (**International Restaurant Coordinator**), Mine Arslan (**Assistant International Restaurant Coordinator**) and Elisa Harris (**Honorary President**).

Jette then thanked Susanne (**President**) for the amazing teamwork, wishing her the best of luck in her and her husband's new adventures in New York. She then explained to members that the reason Susanne was not presented with flowers at this time was that Susanne was leaving directly from the meeting to the airport, and would therefore, not be able to enjoy the flowers. She assured them that flowers will be presented to Susanne when she returns to Belgium.

1.3. Welcome to new members

Susanne welcomed the following new members: Annemarie Kunzer (ANR **Austria**), Sabine Ehle (NR **Germany**), Pia Rohrmann (2nd ANR **Germany**), Maria Sarantakou-Manola (NR **Greece** not in attendance), Kyriaki Grylli-Stamelou (ANR **Greece**), Maria Kamzola-Papaleonida (2nd ANR **Greece**), Vasiliki Zacharia-Chanou (3rd ANR **Greece**), Katarzyna Ochman (NR **Poland**), Isabel Mateus (NR **Portugal**), Eny Lopez Saavedra (2nd ANR **Spain** not in attendance), Ella Varytska (2nd ANR **Ukraine**). A motion to approve these new members was made and seconded. The vote by the General Assembly to confirm these new members was unanimous.

1.4. Approval of minutes – November 6, 2012

Approval of the above minutes will be voted upon at the next General Assembly meeting on April 30th.

2. Bake Sale / Membership – Linda Skou / secretary@natocharitybazaar.org

2.1. Linda thanked the members for their unbelievable support at our first Bake Sale of the year at which we made our first 2.082,03€ for the 2013 Bazaar. She reminded them to mark their calendars for the **next Bake Sale**, which will be held on **June 6th**.

2.2. Linda then went over the Membership Info form (which can be found in the "Members Only" section of our website), stressing the importance of keeping our membership up to date. She asked that the nations inform her by mail – preferably at least a week in advance - of any changes in the membership of their NCB team – both newcomers as well as farewells.

3. Treasurer Report 2012 – Alessandra Foresti (Treasurer) / treasurer@natocharitybazaar.org

3.1. Charity Donations

Alessandra began by thanking Susanne and her fellow Board members as well as Banca Monte Paschi for a fantastic year. She went through the slides, explaining that the national contributions for the 2012 Bazaar totaled 159.282€ as opposed to 163.827€ for 2011, while the amount raised through our sponsors, fundraising events and "Other Contributions" (which include donations, as well as bank interest) in 2012 totaled 22.600€ as opposed to 21.067€ in 2011. She pointed out that at the time of the meeting we had not yet received Mrs. Rasmussen's pledge of 4.000€ and that it was not included in the above amounts. Therefore, the total amount raised in 2012 (without Mrs. Rasmussen's pledge) is 181.878€ as opposed to 184.894€ in 2011. Once we have received Mrs. Rasmussen's pledge, the 2012 amount will be 185.878€ (*For information purposes, Alessandra informed the Board that we received Mrs. Rasmussen's donation of 4.000€ on March 20th.*) She then explained that the above amount does not include the savings we received through our sponsors – more than 2.200€ in goods and more than 16.500€ in services – for a total of more than 18.700€

She explained that in 2011 we were able to donate 2.000€ in Emergency funds and 91.369€ each to Belgian and to International Charities – a total of 184.738€. In 2012, we were able to donate 65.800€ to Belgian Charities and 122.200€ to International Charities – a total of 188.000€ (The extra 2.122€ are a result of a carry-over amount from previous years.)

3.2. Financial Statement as per 28 FEB 2013

Alessandra explained that the Financial Report is in accordance with “Le nouveau regime comptable des petites associations”. She went through the Financial Statement, answering all questions. A proposal was made and seconded to approve the Financial Statement of 28 FEB 2013. The resulting vote was unanimous in favor of said approval.

3.3. Proposed Budget 2013 – The proposed budget for 2013 is the same as last year for charity donations (150.000€) and for emergency funds (4.000€), whereas it has been reduced to 5.000€ for administrative costs. A proposal was made and seconded to approve the Treasurer Report 2012 and the Proposed Budget 2013. The resulting vote was unanimous in favor of said approval.

Should you have any questions, please do not hesitate to contact Alessandra at the above e-mail or call her on her GSM - 0488-416-595.

4. 2012 in Retrospect–Jette Holm Kristensen (VP/Bazaar Coordinator/Web Designer) / coordinator@natocharitybazaar.org

Jette played a slideshow of 2012 in retrospect, including pictures from all of the various fundraising events held throughout the year, culminating in the annual Bazaar. The slide show can be accessed on our website.

5. Available Board Positions for 2013 NCB Board

5.1. Candidates for 2013/2014 NCP President

There were two candidates for the position of President – Dionysia Leolei of Greece and Jimmie Bradshaw of the US. Although the Board normally constitutes itself, it was decided to allow the members to make this decision in a secret ballot. Voting ballots were handed out, filled in and then collected. They were counted by Elisa Harris and Katy Schmidt.

5.2. 2013 NCB Board Members/Positions (and their Assistants)

Jimmie Bradshaw (USA)	President
Jette Holm Kristensen (Denmark)	Vice-President + Web Design + Bazaar Coordinator
Alessandra Foresti (Italy)	Treasurer
Biljana Miralovic (BiH)	Assistant Treasurer
Linda L. Aziz Skou (USA/Denmark)	Secretary
Dionysia Leolei (Greece)	Sponsor & Event Manager
Sabrina Janssens (Belgium)	Belgian Charity Coordinator
Christina Arvanitaki (Greece)	International Restaurant Coordinator
Carla Bucalossi Quatrini (Italy)	Tombola Coordinator (<i>volunteered after the meeting</i>)
Silvi Smellror (Norway)	
Julija Vejic´ (Croatia)	
Marijana Sundov (Croatia)	
Merike Väli (Estonia)	
Ülla Liflander (Estonia)	
Sarah Kibble Bonifazi (Italy/UK)	
Linda Bucena (Latvia)	
Lady Jan Harper (UK)	Honorary President

A proposal was made and seconded to approve the above Board members and their Assistants. The resulting vote was unanimous.

Although several Board members have already volunteered for specific positions (as shown above), the Board will constitute itself at its first meeting, which will be held shortly after the Easter break. The positions still to be filled at this time are: International Charity Coordinator (one position available), Assistant International Charity Coordinator (four positions available), Assistant Restaurant Coordinator (one position available), Assistant Tombola Coordinator (two positions available). Should you wish to fill any of the listed positions, please contact Jimmie Bradshaw president@natocharitybazaar.org and Jette Holm Christensen vicepresident@natocharitybazaar.org as soon as possible.

6. Vote on Statutes/Internal Regulations/Charity Funding Application and Guidelines Form

Susanne explained the voting process for the proposed changes/corrections/additions/retentions in the above documents, which were sent to the members along with the calling notice to the Annual General Assembly meeting.

6.1. Vote on Statutes

- A proposal was made and seconded to approve all typos and clarification changes in the statutes. The resulting vote was unanimous.
- A proposal was made and seconded to approve the removal of the word “military” in the following text: “*To bring together the wives and partners of **military** personnel working at NATO Headquarters, in order to foster friendship within its international community.*” The resulting vote was unanimous.
- A proposal was made and seconded to approve the changes in the following text: “*Members who cannot attend may be represented by a third party, **whether a full member of the Association or not, with a limit of two proxies per attendee.***” The resulting vote was unanimous.
- A proposal was made and seconded to approve the changes in the following text: “*A general meeting can only validly decide on a change of status if at least two thirds of the members are present or represented. If the change affects the objects of the association, the quorum of votes is to achieve four-fifths of the votes. The quorum is the same for the liquidation of the association. If this quorum is not reached, a second meeting may be convened. It may negotiate and make decisions, **whatever the number of members present or represented.** There must be at least 15 days elapse between the two meetings.*” The resulting vote was 28 for and two (2) opposed.
- A proposal was made and seconded to approve the addition of the following text: “***Voting shall be by show of hands, except if a person is concerned, in which case it shall be secret. Voting shall also be secret if so requested by half the members.***” The resulting vote was unanimous.
- A proposal was made and seconded to approve the changes in the following text: “*During the Annual General Meeting, the Board shall present a report on the activities of the Association as well as a financial report containing the previous year’s accounts **and the budget of the following year.** The members shall be invited to approve these reports.*” The resulting vote was unanimous.

6.2. Vote on Internal Regulations

- A proposal was made and seconded to approve all changes in the Internal Regulations to update them for 2013. The resulting vote was unanimous.
- Last year the members incorporated a limit of one (1) charity application per applying organization in the pre-selection process. A proposal was made and seconded to retain this limitation. The resulting vote was 29 for and one (1) opposed. The limitation will be retained.
- Last year the members incorporated a limit of two (2) **International** charity **projects** per country **to be pre-selected by the Board**. A proposal was made and seconded to retain this limitation. The resulting vote was 27 for and three (3) opposed. The limitation will be retained. **For the sake of clarity, this limitation applies ONLY to the pre-selection of projects from International charity applicants. It does not apply to Belgian-based charity applicants.**
- Last year the members decided that the prioritizing vote for applying charities is to be blind, i.e. no mention of name or location until after the vote. A proposal was made and seconded to retain the blind vote. The resulting vote was unanimous.

6.3. Vote on Funding Application and Guidelines Form

- A proposal was made and seconded to approve all changes in the Funding Application and Guidelines Form to update them for 2013. The resulting vote was unanimous.
- Last year a "small" organization was determined to have a maximum revenue of 300.000€. The **Moniteur** Belge describes a **small** ASBL as having "a maximum revenue of €250.000 per year and a maximum equity of €1.000.000". A proposal was made and seconded that applicants adhere to the Belgian requirements. The resulting vote was unanimous.

After the Annual General Assembly meeting, the Board was made aware of a misconception as regards the description of a small ASBL by the Moniteur Belge, which is as follows:

"A small ASBL is described as having a maximum revenue of 312.500 € and a maximum equity of 1.249.500 €"

The Board apologizes that the amounts voted upon at the Annual General Assembly meeting did not include the price-index adjustment of the above-mentioned revenue and equity, effective January 1st, 2013.

Therefore, we will hold a vote at the April 30th General Assembly meeting to amend our future 'Funding Application and Guidelines' form to depict the above amounts.

7. Closing – Susanne Christtreu (2012 President / Sponsorship)

Susanne wished Jimmie Bradshaw and all new members of the Board the best of luck, and the same for all of the members of the NCB General Assembly.

Future General Assembly meeting dates:

- 30 April (Update on Charity Applications / First steps – Bazaar 2013)
- 28 May (2013 Bazaar Participation Questionnaire)
- 25 June (Status – 2013 Bazaar Participation Questionnaire / Status – Charity Applications / Belgian Charity Visits + Report Form)
- 06 September (Prioritizing Vote – Charity Applicants)

The General Meeting was adjourned at 12h20

This document is the original and authentic text.
In the event of litigation, the English version of these minutes shall prevail.
Brussels, 6 April 2013

President, Vice President
Treasurer, Full Members