

# General Meeting

**10h - 12h**  
**9 April 2014**



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*NATO Charity Bazaar*

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# Agenda

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- **Welcome** by Jimmie Bradshaw
- **Welcome & Farewell to Members** by Jimmie Bradshaw
  - Votes and approval of Minutes from 20 March 2014
- **Sponsorship & Events Update** by Dionysia Leolei
- **Safety & Security at the Bazaar** by Patrick Lambert
- **Vice-President & Guest Access** by Beckie Metelko
- **Treasurer Update** by Alessandra Foresti Bertozzi

## **Coffee Break (15 minutes)**

- **Bazaar 2014 – First Steps** by Emily Michnay
- **Membership** by Linda Skou & Trine Lauvsnes
- **Charity Update** by Sabrina Janssens & Julija Vejic
- **Tombola Update** by Carla Bucalossi Quatrini
- **Restaurant Update** by Christina Arvanitaki
- **Any other Business and Closing** by Jimmie Bradshaw

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# Welcome

Jimmie Bradshaw - President

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- **Welcome**
- **Welcome & Farewell to Members**
- **Addition to and approval of minutes from 20 March 2014**

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# Welcome to Members Update

Jimmie Bradshaw - President

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- Elisabeth Vormayr, NR, Austria

Welcome on Board 😊

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# Farewell to Members

Jimmie Bradshaw - President

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- Saule Shamelova, ANR, Kazakhstan
- Monika Naderer, NR, Austria

**Wishing you all the best**

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# VOTE – MARCH MINUTES

Jimmie Bradshaw - President

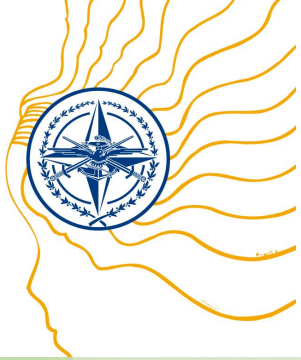
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## APPROVAL OF MINUTES FROM 20 March 2014

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# Sponsors & Events

Dionysia Leolei, Sponsorship & Events, Bake Sales

- Shen Yun Update
- Hulencourt Art Project
- “Behind the Silk Curtain”  
Book presentation
- Bake Sale
- New Sponsorship Levels



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# Shen Yun Update

Dionysia Leolei, Sponsorship & Events, Bake Sales



## SHEN YUN Chinese dance show

Total tickets sold:  
56

Total amount collected:  
436.80 Euros

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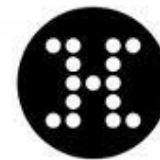




# Hulencourt Art Project

Dionysia Leolei, Sponsorship & Events, Bake Sales

Tickets  
available at  
NATO HQ  
**TODAY**



Hulencourt  
Art Project

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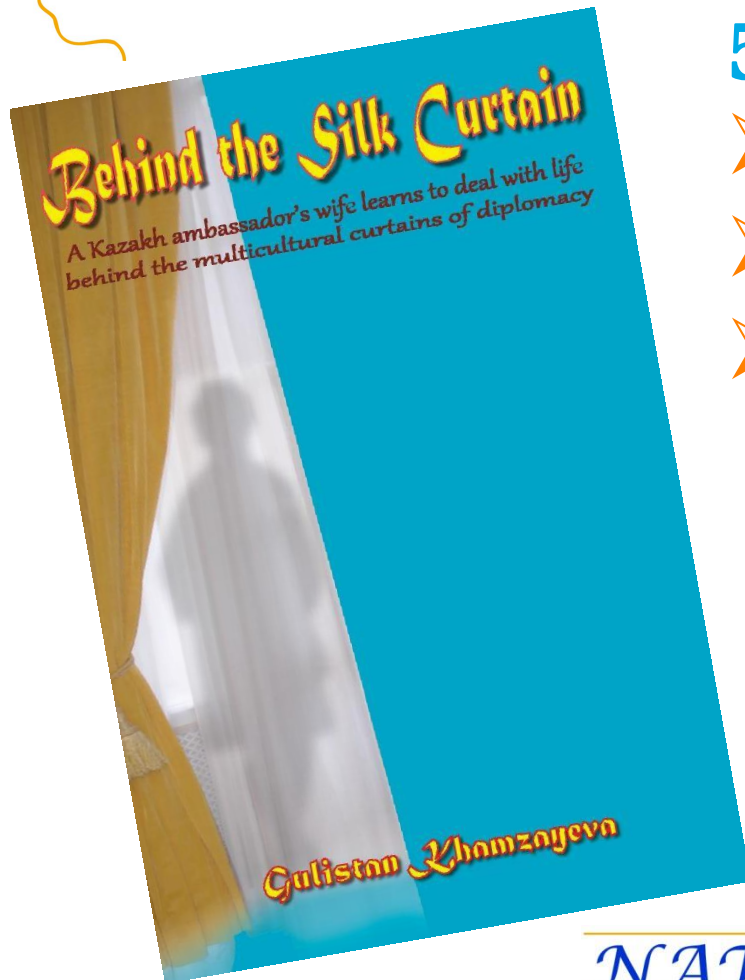
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# Book presentation and Charity Sale

Dionysia Leolei, Sponsorship & Events, Bake Sales

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5<sup>th</sup> of June 2014 10:30

- Book presentation
- Charity Sale
- Traditional food from Kazakhstan



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# Bake Sale

Dionysia Leolei, Sponsorship & Events, Bake Sales

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Mark  
your  
Calendar



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# New Sponsorship Levels

Dionysia Leolei, Sponsorship & Events, Bake Sales



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# Safety & Security at the Bazaar

**Patrick Lambert**

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# Vice-President & Guest Access

Beckie Metelko – Vice-President & Guest Access

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- **Moniteur Belge Update**
- **Guest/Helper Passes for 2014**
- **Small Change for Big Change**



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# Treasurer Team

## Presentation

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**Alessandra Foresti Bertozzi**  
Treasurer

✉ [treasurer@natocharitybazaar.org](mailto:treasurer@natocharitybazaar.org)

☎ 0488 416 595



**Biljana Miralovic**  
Assistant Treasurer

☎ 0487 401 202

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# Treasurer Update

Alessandra Foresti Bertozzi - Treasurer

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## CONTRIBUTION 2014

**1.936 EUROS**

On 6 April 2014



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# Coffee Break

## 15 min

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# Bazaar Coordinator

Emily Michnay- Bazaar Coordinator

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- Questionnaire
- Preparing for the Bazaar – First Steps
- Upcoming changes/safety issues
- Important Dates
- Website Reminder

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# Participation Questionnaire

Emily Michnay- Bazaar Coordinator

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- **Participation Options**
  - **National Stand**
  - **Restaurant Stand**
  - **Tombola**
  
- **New Location**
  
- **Kitchen Space**

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# Bazaar First Steps

Emily Michnay- Bazaar Coordinator

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## Bazaar 2014 | Participation Questionnaire

1. My country wishes to participate in the 2014 NATO Charity Bazaar as follows:

- a. National Stand **Yes/No**
- b. International Restaurant Stand **Yes/No**
- c. International Tombola **Yes/No**



2. If you cannot commit to your country's participation in one of the above at this time, when might we receive final commitment?

Date: ?

3. My country wishes to **ONLY** participate in the International Tombola (no national stand / no stand in the International Restaurant) **Yes**

**Please return this questionnaire** at the 20 May or 17 June General Meetings, or e-mail it to [coordinator@natocharitybazaar.org](mailto:coordinator@natocharitybazaar.org)

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# Bazaar First Steps

Emily Michnay- Bazaar Coordinator

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## Bazaar 2014 | Participation Questionnaire

4. My country is interested in a different stand location at the bazaar

5. My country is interested in kitchen space **Yes/No**



**Please return this questionnaire** at the 20 May or 17 June General Meetings, or e-mail it to [coordinator@natocharitybazaar.org](mailto:coordinator@natocharitybazaar.org)

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Participation Questionnaire 2014

Name: \_\_\_\_\_  
Surname: \_\_\_\_\_

**INTRODUCTION:**  
Countries are invited to participate in one or all of the following events: International Tradebooth (International Symposium and National Booths), Artist Corner and National Booths. All nations participating in the Bazaar are responsible for transportation and will be notified later in the International Tradebooth. Please go through this questionnaire and indicate the events your nation would like to participate in by ticking 'Yes' or 'No'. If you wish to postpone your decision until a future date, please indicate this opportunity also in your final reply. You may fill out this questionnaire and bring it to the 2014 or 2017 Symposium or email it to the Bazaar Coordinator at [bazaar@natocharitybazaar.org](mailto:bazaar@natocharitybazaar.org).

1. My country wishes to participate in the 2014 NATO Charity Bazaar as follows:
 

a. National Booth	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. International Symposium Booth	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. International Tradebooth	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. If you cannot submit to your country's participation in one of the above events, what other measures shall we implement?  
Date: \_\_\_\_\_
3. My country wishes to CO-LOCATE participation in the International Tradebooth (as national stand) or stand for the International Symposium  
 Yes
4. My country is interested in a different stand location at the bazaar  
 Yes
5. My country is interested to initiate again  
 Yes       No

Please return this questionnaire on the 20th of 17 June 2014, or email it to [bazaar@natocharitybazaar.org](mailto:bazaar@natocharitybazaar.org).

# Participation Questionnaire Needed from the Following Nations

- |                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Albania</li> <li>Artist Corner</li> <li>Austria</li> <li>Azerbaijan</li> <li>Belgium</li> <li>Bosnia and Herzegovina</li> <li>Bulgaria</li> <li>Canada</li> <li>Croatia</li> <li>Czech Republic</li> <li>Denmark</li> <li>Estonia</li> <li>Finland</li> <li>France</li> <li>Georgia</li> <li>Germany</li> <li>Greece</li> <li>Hungary</li> <li>Iceland</li> <li>Kazakstan</li> <li>Latvia</li> </ul> | <ul style="list-style-type: none"> <li>Lithuania</li> <li>Luxembourg</li> <li>Montenegro</li> <li>NATO International Club</li> <li>Norway</li> <li>Poland</li> <li>Portugal</li> <li>Romania</li> <li>Serbia</li> <li>Slovakia</li> <li>Slovenia</li> <li>Spain</li> <li>Sweden</li> <li>Switzerland</li> <li>Tajikistan</li> <li>the former Yugoslav<br/>  Republic of Macedonia*</li> <li>Turkey</li> <li>Ukraine</li> <li>United Kingdom</li> <li>United States</li> </ul> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Final Due Date  
17 June**

\*Turkey recognizes the Republic of Macedonia with its constitutional name.





# Bazaar First Steps

Emily Michnay - Bazaar Coordinator

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## Bazaar 2014 | Preliminary Instructions

- Organizing your National Group
- Finding sponsors
- Planning your stand



**Important Resources:**

**« Members Only » Section of Web Site**

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[www.natocharitybazaar.org](http://www.natocharitybazaar.org)

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# Finding Sponsors

Emily Michnay - Bazaar Coordinator

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## Bazaar 2014 | Preliminary Instructions

- Prepare a list of potential sponsors
- Prepare and send your letters
- Get answers
- Say thank-you



**Important Resources:**

**« Members Only » Section of Web Site**

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# Layout Adjustments & Improving Safety

Emily Michnay - Bazaar Coordinator

## Bazaar 2014 | Preliminary Instructions

- **Goal:**
  - Safely accommodate as many people as possible at the bazaar without blocking emergency services and exit routes
  - Reduce bottleneck/chokepoints
- Adjust a few national stand locations for safety and provide space for new countries
  - Will be speaking with individual country representatives



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# Layout Adjustments & Improving Safety

Emily Michnay - Bazaar Coordinator

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## Bazaar 2014 | Preliminary Instructions

- **Other ideas:**
  - Provide maps of layout upon at bazaar entry points
  - Integrate sponsors into bazaar
  - **MORE IDEAS WELCOME!!!**



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# Important Dates

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- **Next Meetings:**
  - May 20
  - June 17
- **Bazaar: 16 November 2014 (tentative)**
- **After Sales: 24-28 November 2014 (tentative)**

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# Web Site Reminder

Webmaster Needed!

[www.natocharitybazaar.org](http://www.natocharitybazaar.org)

English | French | « Members Only »

## NATO Charity Bazaar

[www.natocharitybazaar.org](http://www.natocharitybazaar.org) —ASBL—

Home About Charities Sponsors Events Photo Album Contact

2012 SPONSORS

PLATINUM SPONSORS

- NATO Staff Centre

GOLD SPONSORS

- Aramark SA/NV
- Allianz Worldwide Care
- AC Diplomates Sales VOLVO
- Carlson Wagonlit Travel
- domoXim/Brussels Business Flats
- ING Bank

### Apply for funding in 2013

March, 19th 2013 - 11:15pm

The 2013 Charity Funding Application Form is now open for applications. The closing date for completed applications is 12 noon on Wednesday 1th May 2013. This date also applies to any supporting documentation. Click [here](#) to download the '2013 Application Funding Form & Guidelines'. Click [here](#) to read more about the charity selection criteria and the selection process.

### 2012 DONATION CEREMONY

January, 31th 2013 - 10:55pm

NATO Charity Bazaar donated in 2012 a record total of €188,000 to 8 Belgian and 18 international charities. Click [here](#) to see the pictures from an amazing event.

### 2012 INTERNATIONAL TOMBOLA WINNERS

November, 20th 2012 - 10:33pm

We are pleased to announce the 125 lucky winners of the 2012

### Charity Spotlight

In 2011 we supported two charities in Afghanistan.

Afghanistan Libre - We funded educational material for a girl's school.

Windows Sikkerhed

Serveren [www.natocharitybazaar.org](http://www.natocharitybazaar.org) på NATO Charity Bazaar ABSL has this area for MEMBERS only kræver et brugernavn og en adgangskode.

Advarsel! Denne server anmoder om, at dit brugernavn og din adgangskode sendes på en ikke-sikker måde (grundlæggende godkendelse uden en sikker forbindelse).

member

.....

Husk mine loginoplysninger...

Annuller

**User Name: member**  
**Password: member**

**User Name: members**  
**Password: members**

**User Name: membre**  
**Password: membre**



# Secretary & Membership

Sarah Kibble Bonifazi - Secretary  
Linda Aziz Skou – Assistant Secretary  
Trine Lauvsnes - Membership

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- **New Membership Coordinator –  
Trine Lauvsnes**  
(also Assistant Fundraising &  
Events Coordinator)  
– [membership@natocharitybazaar.org](mailto:membership@natocharitybazaar.org)

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# Membership Database

Trine Lauvsnes – Membership Coordinator

## 2014 MEMBER INFO FORM

**PLEASE PRINT CLEARLY**

NATION you are representing:				Date:	
National Representative (NR)		Assistant National Representative (ANR)		2 <sup>nd</sup> Assistant National Representative (2 <sup>nd</sup> ANR)	
Surname (Last Name):				First Name:	
Home Telephone / GSM:			E-mail:		
NATO Contact Person:			NATO Contact Number:		
Have you been officially welcomed at a NCB General Assembly Meeting?				Yes	No
Are you leaving Brussels within the next 3 months?	Yes	No	If yes, when? (dd-mm-yyyy)		

Return the completed form to Trine Lauvsnes at: [membership@natocharitybazaar.org](mailto:membership@natocharitybazaar.org)

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# Charity Team

Sabrina Janssens & Julija Vejic  
Charity Committee

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- Charity Selection Process
- Application Update
- Emergency Request
- New e-mail Address

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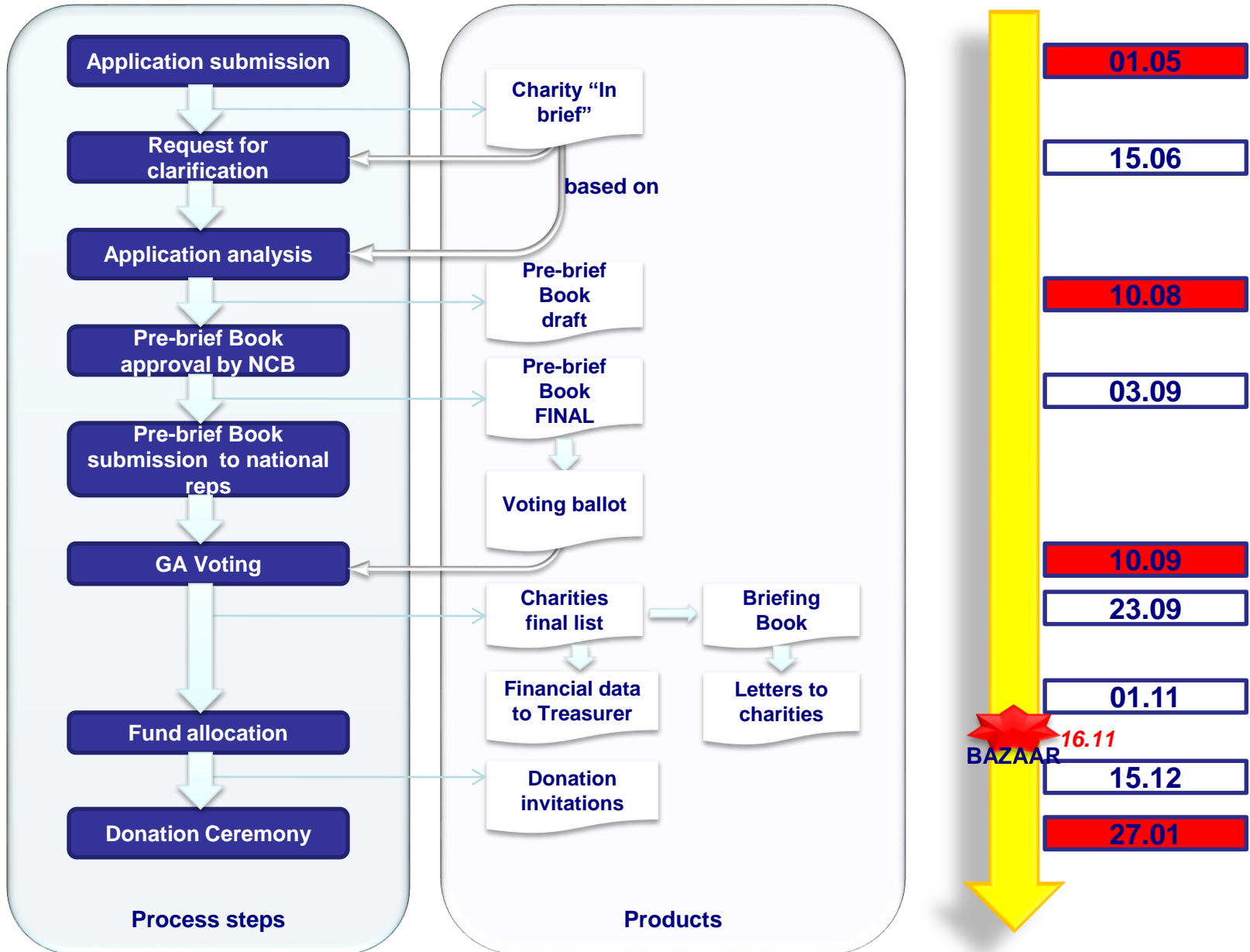
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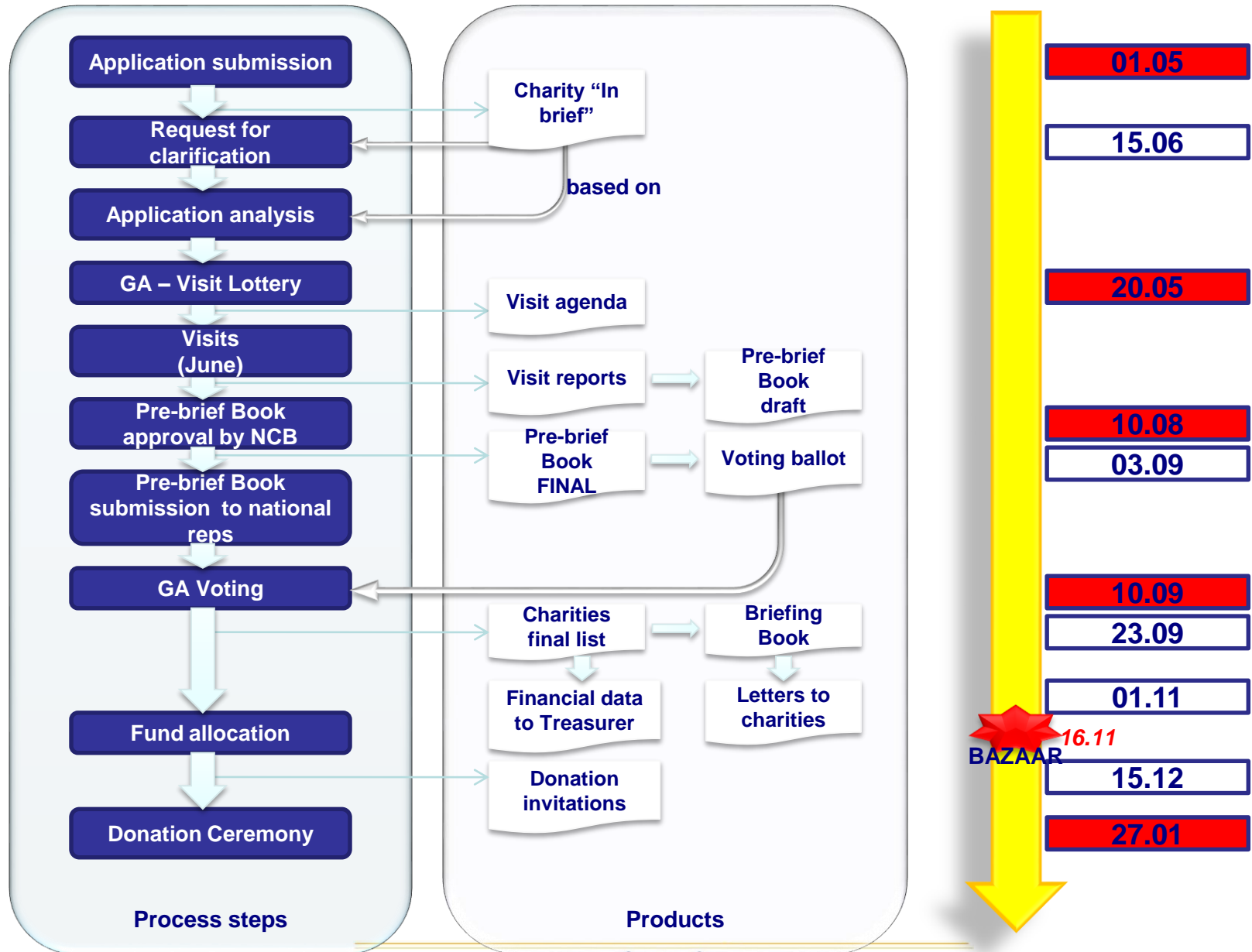
[www.natocharitybazaar.org](http://www.natocharitybazaar.org)

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# International Charities Selection Process



# Belgium Charities Selection Process





# Application Update

Sabrina Janssens & Julija Vejic  
Charity Committee

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- Status on received Charity Applications
  - Encourage charities to get applications in soon!!!
- Explanation of Belgian charity visits and lottery
  - Lottery will take place at the **20 May** meeting
- Belgian Charity Visits - June
- Charity Selection Vote – September meeting

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# Charity Funding Applications

## Belgian Charities

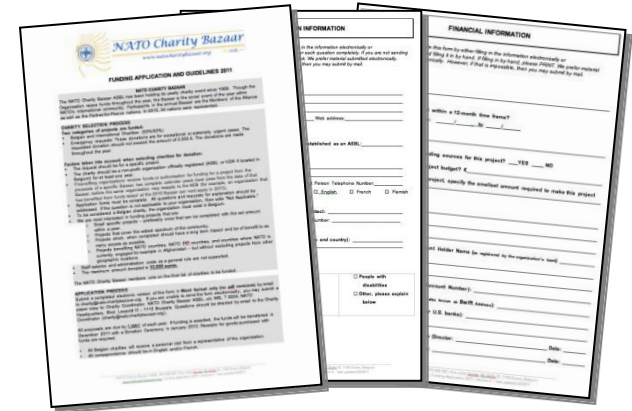
0 received Applications

- Approved
- Rejected

## International Charities

0 applications representing 0 Countries

- Approved
- Rejected



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# Emergency Request

Sabrina Janssens & Julija Vejic  
Charity Committee

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- One emergency request from Zakynthos, Greece for earthquake relief
  - Waiting for a complete application
  - Emergency requests have a maximum of 2000 Euros

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# Charity Committee Email Update

Sabrina Janssens & Julija Vejic  
Charity Committee

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- Our new email address is:
- [char@natocharitybazaar.org](mailto:char@natocharitybazaar.org)
  
- Our email address for charity applications is :
- [charity@natocharitybazaar.org](mailto:charity@natocharitybazaar.org)

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# Tombola Team

Carla Bucalossi Quatrini - Tombola Coordinator

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- **Start thinking about prizes!**
  - At least two prizes from each country
  - Prizes must be valued at a minimum of 100 Euros
  - A picture and description of the prizes must be given to the Tombola Team in September

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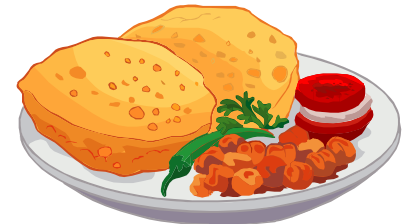
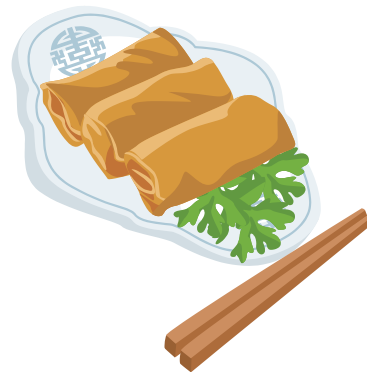
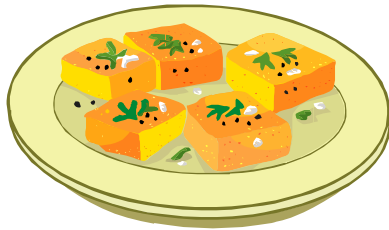


# Restaurant Team

Christina Arvanitaki - Restaurant Coordinator

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- Possible kitchen & restaurant layout adjustments
- Other information



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# Closing

Jimmie Bradshaw - President

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## Any other business

**Mrs. Anne-Mette Rasmussen is host at:**

- **Summer Charity Ball on June 21<sup>st</sup>**

**Takes place in NATO Staff Centre**

**Find Posters and more information on our website → Events**

**Please return Voting Cards and blue Folders**

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# Closing

Jimmie Bradshaw - President

## Summer Charity Ball

- Saturday, June 21
- Tickets on sale at the Staff Centre, and are selling quickly!



**Please return Voting Cards and blue Folders**

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# Closing

Jimmie Bradshaw - President

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## Meeting Dates 2014

- 9 April
- 20 May
- 17 June
- 9 & 23 September
- 7 & 21 October
- 11 November

Please return voting cards and folders

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