

**"NATO Charity (Wives') Bazaar" ASBL**  
127, Avenue Paul Hymans – 1200 Bruxelles  
No: 874.358.592  
General Meeting  
16 June 2010

The General Meeting started at 10:00 hrs.

In Attendance: 27 Full Members were present or represented

Absent with apologies: Artists' Corner, Bulgaria, Canada, Croatia, Georgia, Iceland, Luxembourg, and Sweden.

Absent with proxy: Czech Republic

**1. Welcome – Kati Schmidt (President) / [president@natocharitybazaar.org](mailto:president@natocharitybazaar.org)**

**1.1. Welcome to new members**

Kati Schmidt, President, welcomed all attendees, new and returning. She introduced the following new representatives: Nanette Meulman as National Representative (NR) of the Netherlands and Nicolette Ferrier as the new NIC President.

At the same time she welcomed Alessandra Forresti back as the Volunteer for Italy and Erika Harasztosi, whose position has changed from ANR to NR of Hungary.

A motion to approve all the new and returning members was made by Yvonne Winnen Belgium and seconded by Ros Gallagher USA. A vote resulted in the unanimous approval by the General Assembly.

**1.2. Approval of minutes**

The motion to approve the Minutes of the Annual General Assembly on 22 April 2010, was made by Elena Ienco, Italy, and seconded by Gabi Gjorgjevic. A vote resulted in the unanimous approval by the General Assembly.

The motion to approve the Minutes of the Annual General Assembly on 18 May 2010, was made by Elena Ienco, Italy and seconded by Gabi Gjorgjevic. A vote resulted in the unanimous approval by the General Assembly

**1.2. Update on Bazaar Date Change**

Kati apologized for the confusion around the date for this year's Bazaar, but assured everyone that November 21 remains the official date.

**2. Sponsorship – How Do They Do It?**

**2.1. Italy**

Alessandra Forresti, Assistant to the Italian NR and ANR, explained how Italy raises money for the charity. She stressed organization in the boutique, food stands, and restaurant as being a key factor to their success. Elena (NR) explained that they begin their activities in May by creating a booklet which demonstrates their work at the Bazaar and is to be sent (in July) to all of their existing and potential sponsors, giving them an idea of what they are sponsoring. Contact is made by phone and it is important to start early.

At the Italian national bazaar meeting in September they plan future activities and coordinators for each of the activities are chosen. Pre-bazaar activities include decorations for the stands, prizes for the tombola, receipt of donations, classification and pricing, etc.

After the bazaar they plan the post sale and prepare a DVD to send to their sponsors.

Their secret – TEAM WORK

**2.2. Spain**

The Spaniards do almost the same as the Italian. They prepare a list of Spanish enterprises and send them each a letter in June. During the summer they can receive several contributions! Then in September they begin to call the sponsors they haven't heard anything from, and look for more sponsors if they do not feel they have enough. They can use sponsors who donate gifts for their stand, food for their "restaurant" and tombola gifts. If they need more products, they buy cheap and then sell them. After the bazaar, they send thank you letters complete with photos to all of their sponsors.

**2.3. Booklets**

Kati and Robbin reminded all nations that we have many booklets from last year's bazaar which can be used to send to potential sponsors. Simply ask one of us!

### **3. Tombola Update (Patti Brower -Tombola Coordinator / [tombola@natocharitybazaar.org](mailto:tombola@natocharitybazaar.org) )**

Patti was unable to attend the meeting, therefore Robbin Zeff Warner ( Bazaar Coordinator) reminded everyone that the **deadline for submitting the two prizes** (at a cost of at least 100 euros each) is **20 September 2010**.

She also explained that ticket sales begin on October 4, and that a drawing will be held at the September 28<sup>th</sup> General Assembly meeting.

### **4. Cookbook Update – Gaby Gjorgjevic (Secretary) / [secretary@natocharitybazaar.org](mailto:secretary@natocharitybazaar.org)**

Gaby explained that we would again be offering our Recipe Book for sale at the Bazaar. She reminded everyone that any nation can submit up to two (2) recipes or replace their existing recipes. They just need to do so electronically in a Word file, remembering to include the name of the dish, serving size, a list of ingredients and preparation instructions. All of the above plus any pictures (in jpg-format, please) should be sent to [secretary@natocharitybazaar.org](mailto:secretary@natocharitybazaar.org) *no later than June 18, 2010*.

During the Coffee Break – a photo shoot /of those members present took place. The family photo will be displayed in the 2010 International Recipe Book.

### **5. Charity Update – Katia Abinader & Maryse Van Bussel (Charity-coordinators) / [charity@natocharitybazaar.org](mailto:charity@natocharitybazaar.org)**

Katia told the General Assembly that due to the large number of applicants, the Charity committee would have to go through them and “whittle” the list down to a more manageable size. The pre-selection of applications was to ensure that the most deserving projects receive our help.

Kati explained the criteria upon which they had and would be basing their selection, ie (those in our Internal Regulations, criteria used in previous years and which followed our Statutes) and that therefore priority would be given to:-

- Complete requests.
- Small specific projects – preferably ones which could be completed with the set amount, within a year. Additionally those covering the widest spectrum of the community.
- Small organizations /charities especially if voluntary based.
- The charity MUST be a officially registered,” not for profit organization”, (registered asbls, vzw etc).
- Projects which, when completed should have a long term impact and be of benefit to as many people as possible).
- NATO countries, NATO PfP countries, and countries where NATO is currently engaged for example in Afghanistan – but without excluding projects from other locations.
- Charities/organizations which had not received funding yet, OR if they had previously received funds from a specific Bazaar, had not reapplied for further funding until two subsequent Bazaars had taken place, or three calendar years from the initial application.
- Staff salaries and administration costs, as a general rule, would not be supported.

Katia explained that it is very difficult for us to measure the impact of media projects, and that in such cases we would only cover printing costs, as we do not pay salaries. Therefore, it was suggested that media and publishing projects should, as a general rule, be placed at the bottom of the list.

Katia stressed that it was very important to be able to see exactly what the money is used for, and to ensure that the money has had a direct impact on the people who are going to receive it. Thus visits if at all possible, were to be encouraged, and charities with personal links or contacts, in particular for the international charities was important and recommended to ensure that the money was indeed spent correctly

Laurence Wosolsobe asked whether the charity that she had recently visited, would therefore no longer be eligible for a donation. After a discussion it was felt that as this request was not a regular request, and only for a one off project of this type, and the payment for a specific job, it could be considered as eligible, although it would most probably still be given a lower priority than some other types of projects where the results were more immediate and tangible.

When it was suggested that based on some of these queries, we change the criteria for selecting charities, it was decided that we would keep the old criteria for now, and then make a formal proposal to change the criteria next year.

Based on no further queries or objections it was taken that the general assembly were agreed upon the Pre – selection criteria as explained by Kati, and laid out above.

Katia thanked all who had visited Belgian charities and emphasized how important their feedback was and is to us.

She then reminded all nations that the **deadline for submitting the 2010 Belgian Charity Visit Feedback Form** is **25 June 2010**.

## **6. Fundraising Update – Kati Schmidt (President)**

### **6.1. Taste of NATO Bake Sale**

Kati told the General Assembly that the Bake sale which had taken place on Friday, May 28<sup>th</sup> had been a HUGE success. We had made a total of **€1.450,00!!!** Thanks were given to all who donated baked goods and/or their time to help make our first fund-raising event in 2010 such a phenomenal success! It was decided that the next bake sale would be held in September – either on Wednesday September 29<sup>th</sup> or Thursday 30<sup>th</sup>. She then requested support from all the nations to help to make this an even bigger success.

## **7. Bazaar Update – Robbin Zeff Warner (Bazaar Coordinator) / [coordinator@natocharitybazaar.org](mailto:coordinator@natocharitybazaar.org)**

Robbin once again went through the web site and reminded everyone that all the documents and information they might need for our meetings or their planning of the bazaar could be found on the “Members Only” page of the website, and the user name and password are the same - “member”.

She then explained that this year we were not going to make a booklet. Instead we would be providing a trifold brochure. These will be much easier, lighter and therefore less expensive to send with letters asking for sponsors. The graphics department has offered to print these brochures for free – which is a savings of 4,000 Euros!! Robbin showed those present a rough mock up of this trifold, and explained roughly what information it would hold.

## **9. Closing – Kati Schmidt (President)**

### **9.1. Any other business**

Kati appealed to the General Assembly to please submit their ideas for a Name Change event.

### **9.2. Goodbye to departing members**

Kati thanked the following departing members and associate members for their support and great work:

Isabel FERNÁNDEZ GÜELL, Ingeborg BORNEMANN – NR Germany, Regina KNOECHELMANN – ANR Germany, Anita SIMON – NR Hungary, Liliana MARINESCU – NR Romania, Claudia FISCHER – ANR Germany, Connie GODDERIJ NIC President, Slávka KUČOVÁ – NR Slovakia, Sara FERRER - Spain, Margot VAN OSCH – NR Netherlands, Julia FOLMER - Netherlands, Ulle SOOSAAR, Ivanka TRADJKOVA - ANR the former Yugoslav Republic of Macedonia.

Each of these members was also presented with a certificate of appreciation.

### **9.3. Next meeting – Tuesday, 14 September (Chalet)**

The **next General Assembly** meeting is scheduled **at 10h at the Chalet on 14 September 2010**, at which the whole meeting will be dedicated to final choice/ranking of charities.

The General Meeting was adjourned at 12:30 hrs.

This document is the original and authentic text.

In the event of litigation, the English version of these minutes shall prevail.

Brussels, 01 June 2010

President

Vice President

Treasurer

Full Members