General Assembly Meeting

Minutes

11 September, 2018

Beginning: 10.00

End: 11.40

Venue: NNHQ, Conference Room 2nd floor

Attending board members:

* Serge Devynck (President)
* Sandra Santos (Treasurer)
* Lara Ronayne Casimiro (Webmaster, Sponsorship Coordinator)
* Petra Kammerer (Restaurant Coordinator)
* Patricia Guedes (International Charity Coordinator)
* Maria Martos (Belgium Charity Coordinator)
* Petra Havrankova (Tombola Coordinator)
* Maria Jose de Vargas (Treasurer Assistant)
* Baros Szabina (Secretary)

Attending members of participating countries: see Attendance List signed

President – Opening

* Opens the meeting and welcomes participants
* To make it easier to book an adequate sized meeting location for the next GAM, President asks Members to vote if we can start our next GAM at 9.00 and finish at 11.00 (if we can held the meeting at the Staff Center lunch area), on 25 September, Tuesday. Majority of members agrees.

Webmaster and Sponsorship Coordinator:

* Asks new members to fill in their membership update documents – NCB will update its e-mail distribution lists and new password will be given to the webpage
* Provides sponsorship information (see details on slides distributed by e-mail before the GAM). So far NCB received the total of 19.500 EUR – it is already more money raised than it was last year, and we are still waiting for answer from other enterprises

President – Bazaar Update

* Welcomes new Members and says farewell to leaving Members
* Provides info on NBC’s Postmaster e-mail account: please do not reply to postmaster e-mails, instead address your questions to the specific e-mails (president@, web@, membership@, tombola@, etc.)
* Bazaar Update - venue: the members of the Board are in favour of the Agora as venue for organizing the Bazaar here (advantages: no cost for covering carpet on floor, food and non-food stalls can be very close to each other, safer place concerning emergency exits, etc.), negotiations are in process. Disadvantage of the Public Area: the price of covering the carpet would be proportionately high (NCB has to pay), the money should be sent on charities instead. Disadvantage of new Staff Center: food and non-food areas would be far away from each other, in separate buildings, it is very inconvenient in November.
* Asks Members to do influence on their level to make it possible to be held at Agora. Spouses working as MilRep can help in this, please keep in mind that this event is organized by the NATO family so it is everyone’s interest to have it in the most convenient and profitable way
* Emphasizes that this year’s Bazaar will be a “new bazaar” due to new circumstances in the new building – it is our job to make it a good and memorable one, to find new and creative ways to make it a success
* Aramark will provide the restaurant area, Members should consider these new circumstances: there is less place than in ONHQ, we will not be able to use kitchen to cook our food, only to keep it warm, we have to clean up after ourselves otherwise we have to pay for cleaning. Please go and have a look at the restaurant area before you plan your ways to prepare for the food selling.
* Responsibility: Every nation who does any damage or leaves the venue untidy will have to pay to Aramark. Every nation will be responsible for any damage or abuse by their helpers, children, etc. – thank you for your consideration and compliance in this issue
* Reminder: date is 18 November 2018.
* Some Participant Questionnaires are still missing, please send it back by 30 Sept to the Bazaar Coordinator ([coordinator@natocharitybazaar.org](mailto:coordinator@natocharitybazaar.org)). You can indicate the tables you need (max 6). Presidents reads the name of counties that already submitted theirs.
* Guest access: more information will be provided in October (incl. helpers, organizers), there will be new process of solving the access to this new building

Restaurant Coordinator

* Restaurant issue: confirms the above information on the restaurant provided by President. Members will be able to use: electricity, warming facilities and deep fryer
* Asks those nations who has not made their decision yet on their demand of restaurant use to do so on the Participation Questionnaire to the Bazaar Coordinator
* Bake Sales: 19 September, Wednesday, in front of Starbucks Coffee. Important: this is an international event, every nation is welcome, so please bring only small flags (table, picks). Please spread the information to your spouse and colleagues to come and buy to raise money to the Charities.
* New on Bake Sales: less table than last year due to less space, please pick up your plates after 14.00, because we will not be able to store them now, NCB will buy big boxes for cookie takeaway but they are free only for those customers who pay min 10 EUR for the cookie
* Aramark owns the area inside of Starbucks Coffee so it is not possible to have the Bake Sales there.
* Question: who should Members contact if they want to organize a national sale: NCB can give you contact info but your delegation needs to organize (reserving place, time, etc).

Tombola Coordinator

* Asks those nations who has not made their decision yet on their demand to submit it ASAP (tombola@natocharitybazaar.org)
* Schedule for sales will be sent to Members in a couple of days. Place: in front of Starbucks Coffee
* Prizes: every nation is supposed to give 2 prizes in value of minimum 100 EUR per prize (one prize could be a combination of more things also). If Members say it is difficult to find a prize for this value, they should indicate it to the Board, in that case we have to lower the price of the ticket too. No such request from Members.

Coffee Break

Charity Coordinator

* Distributes voting ballots on Belgian and International Charities to those Members who has not brought their printed copy with themselves
* Collects voting ballots from Members representing their nation’s decision on grading each and every Charity organisation described in the Pre-Briefing Books
* The following nations submitted their voting during the GAM:

Armenia

Austria

Belgium

Bosnia and Herzegovina

Canada

Croatia

Czech Republic

Denmark

Estonia

Finland

France

Germany

Greece

Hungary

Italy

Kazakhstan

Lithuania

Montenegro

Netherlands

Norway

Poland

Portugal

Romania

Serbia

Slovakia

Slovenia

Spain

Sweden

Switzerland

The Former Yugoslav Republic of Macedonia

Turkey

Ukraine

United Kingdom

United States

* The following nations did not submit their voting during the GAM:

Albania

Azerbaijan

Bulgaria

Georgia

Iceland

Latvia

Luxemburg

Tajikistan

President

* Confirms that the Charity Coordinator will prepare the result of the voting and NCB sends it to the Members as soon as possible.
* Asks if there were any question about voting – no questions raised by Members
* Voting for the Minutes of 18 June 2018 GAM – 1st motion (zero), 2nd motion (zero), abstentions: zero. Minutes accepted.
* As a reminder, shares the password for website of Charity Bazaar – it will be changed soon, only actual Member will get access
* National events supporting charity fund raising: they are welcome, the Bazaar Coordinator can give Members the point of contact for any national events the nations themselves might want to organize. Canada will have a national event on 26th September, Denmark also (see GAM slides)
* President shared his experience of the Boardmembers paying a visit to one of the applying Belgian charities – Home Marjorie in Flanders. This project is a care home for 30 people with a fatal neurodegenerative illness, the Huntington disease. It is a small place doing big effort in making these people’s life better until their last days. We could see why they need the money raised with the help of NCB Members, and how it really adds real value to these people’s life. You can see the charity project is not only about money but more than that, to give something back to the community we work for in the last 50 years now. The visit was a real touching experience for us. We hope that next year more Members can join us – we try to visit as much Belgian Charity places as possible to see why we really put energy into working on the Bazaar all year long.
* President thanked the Members for voting and for their work

Brussels, Dated as above

Minutes keeping: Baros Szabina