Board Meeting

Minutes

18 June, 2019

Beginning: 17:30

End: 21.00

Venue: NNHQ German Delegation

Attending persons:

* Serge Devynck (President)
* Anja Malms (Vice-President)
* Berthold Malms (Bazaar-Coordinator)
* Erin McCoy (Treasurer)
* Nevena Sic (Charity Team)
* Karine De Koninck (Charity Team)
* Stacey Gingrich (Charity Team, Guest Coordinator)
* Bernadette Nguyen (Restaurant Team)

Absent persons:

* Lara Ronayne Casimiro (Sponsorship Coordinator, Webmaster)
* Thomas Baldzuhn (Restaurant Team)
* Yurii Senchuk (Restaurant Team)
* Olivia Ronayne Casimiro (Membership Coordinator)
* Baros Szabina (Secretary, Teen Coordinator)

President

* Introduction of Ms Lady peach
* Approval of minutes from 28 May 2019

Belgian Charities

* Pinocchio charity: to Serge they said they will send the information from the bank, will be the same as last year, working with children who have burn injuries, working visits/camps with children with burn injuries. Anja asked if we should have a deadline for waiting for that information‚ will give a deadline
* VEurope: Karine said she will contact the organization and ask for the requested information by the end of June

International Charities

#4 Anja asked if we could have Yurii contact the NATO contact person

#11 Bosnia Herzegovina: they have a special law regarding volunteer cost which is transportation and monthly meal cost. Board members approve it.

#2 Croatia: aim of this program is to help children and adolescents with lighter or heavier forms of deformity of the locomotor system, coaches are highly qualified kinesiologists. Board members approve it.

#15 Lithuania: Serge spoke with deputy MilRep and MilRep of Lithuania. Politically, we cannot say yes.

**Anya and Nevena will look at the archives regarding next two charities as it appears they both received money last year:**

**#21 Lithuania: They said they stopped working for a brief period, approximately a year because they ran out of money**

**#33 Slovenia**

#36 Hungary: Roof materials cost is minimal; Anja's opinion: if we do not support construction of project, then the roof will not get built. We all approve for construction costs, as it is not daily staff.

#7 Slovenia: storytelling for nature project, the question was if they already had the land: the president owns the land and she is donating the land to the charity. We will wait until we receive final paperwork that property has been transferred to charity.

We must vote which Slovenia charity must be on priority list: we will move Slovenia #7 to priority list, Slovenia #6 to backup list.

#39 Montenegro: we will send the same deadline as other charities, end of June

#42 Switzerland: problem with documents, received letter from bank with stamp but no signature (but they said that the bank will not sign it, not a usual process). Regarding the letter certifying the organization, the charity told her that it will be sent to her via email. Anja recommended that we utilize NATO contact person

Erin asked about Ukraine #26, what was the reason why we said no. It was because the benefit to people of Down Syndrome was not present, project only asked for equipment

* Presentation for voting for GAM: Prebriefing books similar to what was on the charity brief (including brief info on charity and breakdown of cost)
* Need to provide a voting document on process of voting
* The GAM will vote on priority list first, then vote backup list.
* Anja brought up that we might need to change the date for the September GAM. Berthold will find out which days are the room open, either September 3rd or September 17th. We will need the room from 08.30-12.00
* Nevena: asked if we are to send out emails if the charity has been approved/disapproved. Serge recommendation: wait until after voting and then send out email
* Belgian Charity visits: only 3 GAM members have volunteered to attend. Serge recommends that we visit VEurope as the charity is on hold. Karine to email Thomas if he can drive next week and VEurope if they can host us next week

Bazaar Coordinator

* Meeting with all stakeholders yesterday
* Acting DSG, NOS, 5 guys from IFM (fire brigade)
* All attending were in favor for us to prepare Bazaar like last year
* All attending agreed to possible changes/recommendations for this coming year
* Agora: we want to change more far to the north, as far as situation of placing of tables to the north, one line of tables.
* Asked for more tables: they will order more tables, the same size. Plan B is for delegations to provide own tables if need be.
* Agora: no electricity in Agora at all
* Stage location will be the same
* Hoping to have the same blue walls (albeit new ones) to divide the US/Switzerland from other stands
* For Szabina: possibly have teen helpers to aid in recycling of all materials; Fire Brigade said internal waste management trash cans can help
* Public Square, ING created a bottleneck in front of their location; some stands may have cold food (food which can be without cooling) in the Public Square. No electricity here.
* Spain cannot have gas on the compound; but they cannot carry their paella pan. They can use small pans to prepare and serve.
* No gas on the NATO HQ grounds
* They have additional electricity plugs in the soup area, so if Greece wants to do soup, a meeting needs to be done between Aramark and Restaurant Team and will possibly be approved
* We might be able to use Exki for nations
* Issue of opening of North entrance, then how to make sure the street is not blocked. There was a bottleneck in Public Entrance as that was the only place to drop supplies
* Press Policy: not be able to take pictures in Agora. IFM and NOS needs to attend the GAM to tell the nations whether they can take pictures. First there will be a letter, then same comment made at GAM.
* Guest Access: special passes for Saturday (helpers/deliveries), musicians, performers, helpers, guests on Sunday. Need to look at the form for guest access, each nation must then return the form signed with the rules. Stacey and Anja to have a meeting regarding background of guest coordinator. Then we will have a meeting with NOS.
	+ Anja to send him the dates of the GAM and he will choose one of the meetings to attend and pass on the rules to the nations.
	+ On Saturday, right now, it is only blue badges that will be able to set up.
* All new stakeholders in the positions
* End of Bazaar: each nation must be signed out to make sure the space is clean
* All hands on deck on Friday to prepare Restaurant area and Agora; 4pm on November 15

Vice-president

* Not sure if we will keep VIP coffee, Anja to ask nations if there are children/helpers to wear national clothing
* Anja asked Graphics that need to be printed, i.e. voting forms to be sent to her
* At next GAM, nations need to be asked if there will be entertainment for the Stage
* Timetable for Bazaar: need exact floor plan for Restaurant/Public Square, Agora
* Guest Access: collect requests from nations, have a slide at the GAM with all the deadlines and who is VIP, guest, access.
* Perhaps we have a Tombola Coordinator; each nation will have to identify tombola prizes per guidelines.
* Board BBQ Summertime: 21 July- 18 August
* Info Trifold ready to be printed, the point of contact on the trifold will be the Secretary's email address
* Berthold will check with Lara to see if she booked the meeting room for next GAM
* Still do not have enough T-shirts for new Board members, solution would be that NCB funds buying the T-shirt and we sign them in and out when we leave the Board.
* Gave last leaving Board members a small present, ones to be given to Petra as well
* **Next Board meeting for Lara: must solve the website problem that only some people can see the 2018 minutes. As well, Nevena says that when she tries to open the board member web page, she does not have access to any documents**

Brussels, Dated as above

Minutes keeping: Stacey Gingrich