



General Assembly Meeting Minutes

23 March 2021

Beginning: 09.15

End: 11.30

VTC: Zoom

Attending Board Members:

Szabina Baros	(President)
Hanne Jørgensen	(Vice-president, Restaurant Coordinator)
Brigitte Peach	(Honorary President)
Kati Schmidt	(Honorary Vice President)
Alicia Arjona	(Bazaar Coordinator)
Stacey Gingrich	(Charity Coordinator - Team Lead, Guest Coordinator)
Ildikó Incze	(Secretary, International Charity Coordinator)
Yurii Senchuk	(Assistant Restaurant Coordinator)
Tanya Borchert	(Tombola Coordinator)
Monica Fornari	(Assistant Restaurant Coordinator)
Erin McCoy	(Treasurer)
Lara Ronayne Casimiro	(Webmaster, Sponsorship Coordinator)
Karine De Koninck	(Belgian Charity Coordinator)

Absentees:

Ashley Roche	(Charity Co-Coordinator - International)
Olivia Ronayne Casimiro	(Membership Coordinator)

Attending Members/Nations *(see attached Attendance List)*

President - Szabina Baros

- Opening words, welcome
- Housekeeping rules of the VTC Zoom
 - o The registration at the beginning of the Zoom join is necessary for today`s voting
 - o The use of chat is recommended when you would like to speak, please write your country name in the Chat
 - o You will get the ppt presentation of the GAM later including all contacts of Board with email addresses
 - o The meeting is not recorded, everyone is muted
 - o When Roll call of Nations and approval for the GAM Minutes of 20 November 2020 start, please unmute yourself when speaking,
- Welcome and Farewell to members: President says farewell to the leaving Members and welcomes the new Members
- In case you are leaving the NCB, do not forget to send information to our Membership Coordinator: the Membership Form for new NRs, ANRs, 2nd ANRs must be sent to: membership@natocharitybazaar.org
- It is important to do the Hand-over-Take-over with your successor and team members.

- We advise you to create a general email account, it will facilitate communications during all periods of transition that will occur within your Representative Team for the NATO Charity Bazaar.
- In the first half of the GAM the Board will introduce 5 topics, and the Members can vote on them in one go, before the Coffee Break. The voting will be carried out with the Zoom polling system.
- Update of Statutes for 2021 and its bylaws, the Internal Regulations
 - o Szabina is presenting the changes made on the Statutory documents using Share Screen and explaining the guiding principles for proposed changes (i.e. further clarify points, processes if necessary, best comply and reflect our processes as they are in accordance with regulations set for ASBLs registered in BE)
 - o The Preliminary review was done by Members: the drafts including the proposed modifications were sent to the Members on 3 March 2021 together with explanation and grid of changes – President has not received comments until the day before the GAM.
 - o These two Statutory documents represent two of the topics you will vote for today.
 - o Member did not have any questions or remarks at the GAM concerning the draft modifications to these documents.

Vice-President - Hanne Jørgensen

- Szabina Baros President announces her resignation due to leaving Brussels in 2021, and proposes Hanne Jørgensen Vice-President as successor
- Expressing thanks to the leaving members and introduces the proposed Board Members
- One of the Voting questions regarding The Board is for the new NCB Board 2021 in its entirety (14 members) with
 - o 5 new members
 - o 5 current members changing roles
 - o 3 current members reelected after a 2-year period

Treasurer - Erin McCoy

- Financial Report and Budget for 2021
- The total donated amount 133.137 € of which 46.589 € was transferred to Belgian and 86.548 € transferred to International Charities
- Supporting charts for the years 2018, 2019 and 2020 showing where the revenues come from: donations, sponsors, NCB contributions, 35 campaign, tombola tickets, mask sales and countries contributions.

Overall Financial Breakdown from 1 March 2020 to 28 February 2021			
Total Assets 1 March 2020		23.584 €	
Outgoing 2020/2021		Income 2020/2021	
Belgian Charity Donations	46.589 €	Nations Contributions	101.100 €
International Charity Donations	86.548 €	Sponsors Contributions	7.700 €
Administrative Costs	538 €	Merchandice et Events	8.358 €
		Reimbursements	52 €
		Donations	600 €
Total Outgoing	133.675 €	Total Income	117.810 €
Excess of Income over Expenditure		-20.165 €	
Assets 28 February 2021			
Primary Account			1.889 €
Saving Account			1.530 €
Cash			32 €
TOTAL ASSETS			3.451 €

Proposed Budget 2021	
Administrative Costs	2.000 €
Charity Donations	200.000 €
TOTAL	202.000 €

- Thank you to the NCB financial auditors, Nora Bozoki NR of Hungary and Berit Nielsen NR of Denmark
- For any questions regarding the Financial Report contact the Treasurer by e-mail at treasurer@natocharitybazaar.org

President Szabina Baros

- The Host is proceeding to the Online Voting by Zoom Poll with Yes / no / abstention:
- The President introduces the rules of the online voting and draws the attention to the fact that the Board members and the NIC can't vote, only the NR's or ANRs (ANRs only with proxy)
 1. On updated Statutes
 2. On updated Internal Regulations
 3. On the Board 2021 proposed
 4. On Financial Report 2020
 5. On proposed Budget 2021

- After the voting, the Host is sharing the poll results on screen. All 5 questions were voted upon by the Members present (32 valid votes)¹ with a quorum that enabled the followings:
 - o The General Assembly accepted the draft modification to the Statutes and the Internal Regulations of the Association.
 - o The General Assembly accepted the proposed Board setup for the Bazaar Year 2021.
 - o The General Assembly accepted the Financial Report for the Bazaar Year 2020 and the Budget for the Bazaar Year 2021.

Coffee Break

Charity Team Stacey Gingrich and Monica Fornari

- Funding Applications 2021
- Intro of the new Charity Coordinator Monica Fornari
- Monica is presenting the 2021 NATO Charity Bazaar Application steps:
 - o Process is open after GAM voting meeting
 - o Information on the Selection Process is available at:
<https://www.natocharitybazaar.org>
 - o The Application Form and Guidelines 2021 (in English) will be available for download
 - o Deadline for receipt of completed applications is 1 May 2021 at 12h00 (noon) Central European Time (CET). This date also applies to any supporting documentation.
- Charity timeline:
 - o April – May 2021: Review of all applications for completeness, ensuring all requirements are met.
 - o May 2021 – June 2021: NCB Board reviews all approved applications.
 - o July 2021: Organizations notified of “Possible funding” or “Non-funding”.
 - o September 2021: National Representatives rank the approved Charities in order of priority.
 - o December 2021: NCB Board disburses monies to approved Charities.

President - elect Hanne Jorgensen

- Lessons learnt Feedback
 - o The Board appreciates all the feedback received in the Lessons Learnt documents returned to us. Some of the Feedbacks we have responded to with individual emails, as they required a bit more in-depth explanations to fully understand each other. All the feedback, remarks and wishes for 2021 from member nations are important and help us evolve as a team and become stronger together.
 - o In all our communication with you as NRs and ANRs we urge you to bring it forward to your team members, as this is the only way for us to reach everybody and create a truly innovative team spirit
- Upcoming events and sales: two fund raising projects are planned for spring 2021

¹ The report of the Poll by countries was sent to Members together with the PowerPoint slides (National Representatives distribution list) and is an appendix to the present minutes.

- An NCB Cookbook showcasing culinary delights from all Member Nations, project team leader Diana Defta is presenting the multinational taste encyclopedia project together with Zaneta Baltreiene, contact: cookbook@natocharitybazaar.org
- Handmade NCB products from our creative project Team leader Tanya Borchert
 - We created the NCB Shop with an email address shop@natocharitzbazaar.org
 - You will find the Catalogues on the NCB website under Materials for Members 2020 – 2021

Tombola Coordinator and Vice-President elect Tanya Borchert

- Introduction to Tombola
 - Tombola is a large raffle which is part of the NCB every year
 - Each nation donates at least 2 prizes, each value 100€ and the raffle takes place in November
 - It's always good to think early about tombola prizes
 - More information at the next GAM, contact tombola@natocharitybazaar.org
- NCB on social Media FB and Instagram, we use the following groups:
 1. Private Facebook group - used for reminders, notifications & news to all Member Nations
 2. Public Facebook page - used to publish news to all members of group
 3. Instagram - used to publish news & photos
 - Canada: Elena de Curtis is asking if Instagram is for the community members or its public page which can be followed
 - Tanya responds it is a public page and she will check how can it be Followed by more people by using hashtags, as we would want lots of people, so we highlighted the prizes and Donors, we could promote them. It is a broader network, and we need to think how to use better the public versions

Webmaster - Lara Ronayne Casimiro

- Documents and information are available on our website:
<https://www.natocharitybazaar.org/>
- Instructions on how to access the sub site for NRs, NRs including passwords are attached to the GAM invitations
- In case of problem or questions, pls contact: web@natocharitybazaar.org
We change the passwords every two years

Any other business:

Upcoming General Assembly Meetings

- 15th June
 - 7th September
 - 28th September
 - 26th October
 - 9th or 16th November
- The Donation Ceremony will be held in January 2022

- President stepping down Szabina Baros thanking everyone for the support, expressing farewell message and wishing a successful Bazaar year.

President elect Hanne Jørgensen closes the meeting.

Brussels, 23 March 2021

Minutes keeping: Ildikó Incze

Minutes finalised by Eleanor Braithwaite