

17 October 2022

GENERAL ASSEMBLY MEETING

Start Time: 9.15 sharp

Roll Call of NCB Nations & Voting:

- (1) NRs: Please collect your NCB National Card at the end of the large table before sitting down.
- (2) Roll Call: Nation, NR (or proxy) present today?

Answer: "Present" (or "Here")

(3) Do you agree to the Minutes from the General Assembly Meeting on 26 September, 2022?

Answer: Yes-No-Abstain

QUESTIONS during the GAM:

In the Room – Please raise your hand; *note microphones and earpieces!* **ZOOM** - Please use the "chat" to tell us you have a question:

- (1) Write your "nation name" only in chat
- (2) Questions are possible after agenda items AND also at the end





Membership Notes

Tanya Borchert

President

Two notes from 26 September's GAM:

Italy: Welcome Slides 26.09.22

Spain: ANR Beatriz Rodriguez Gonzalez (welcomed 07.06.22)

■ If you see an error, please do let us know during the Coffee Break or after the GAM. We want to correct any omissions in the Membership records! ©



Welcoming members

Mette Østergaard Pedersen – Membership Coordinator

Greece

• 2nd ANR Katerina Korovesi

Hungary

• 2nd ANR Tímea Kisneé Papp

Portugal

ANR Ana Paula Mateus





Membership Forms

Mette Østergaard Pedersen – Membership Coordinator

...and just to remind you again

In case you are leaving the NCB, don't forget to send information to our Membership Coordinator.

Membership Forms for all new NRs, ANRs, 2nd ANRs must be sent to: membership@natocharitybazaar.org

Importance of Hand-over-Take-over with your successor and team members

SPONSOR UPDATE

Lara Ronayne Casimiro Sponsor Coordinator

Confirmed sponsors











Total: **€ 9400** (so far)

Pending









PIERRE MARCOLINI

BRUSSELS













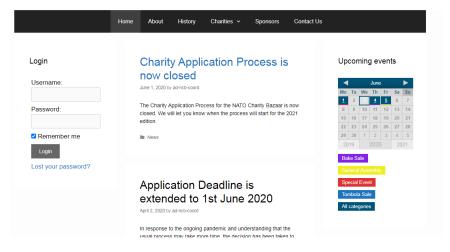
Documents and information is available on our website:

https://www.natocharitybazaar.org/

Instructions on how to access the sub-site for NRs, ANRs (incl. password) are attached to the GAM invitations

In case of problem or questions, please contact: web@natocharitybazaar.org





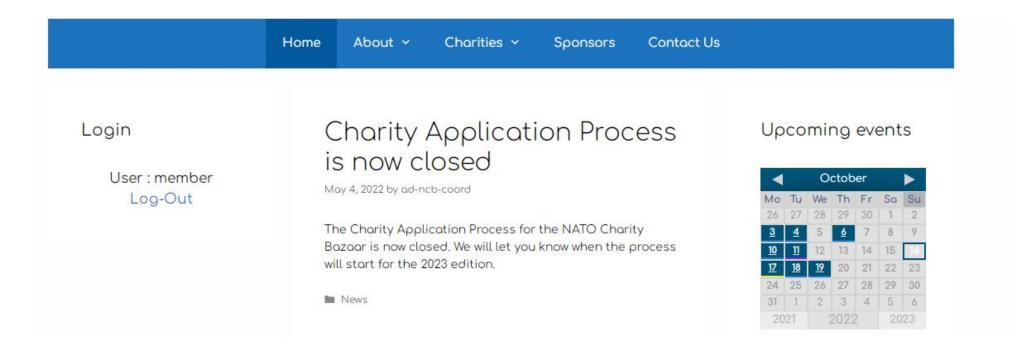
HOW TO LOG ONTO THE NCB WEBSITE?

1) https://www.natocharitybazaar.org/





NATO Charity Bazaar





4) Members

For Members Only

Current



Bazaar 2022 – Material for Members

Archived

- Bazaar 2021 Material for Members
- · Bazaar 2020 Material for Members
- Bazaar 2019 Material for Members
- Bazaar 2018 Material for Members



5)



2022 - Material for Members

2022 Calendar

You will receive by email an invitation to all General Meetings, confirming time and place.

All documents will be updated for the 2022 edition of the NATO CHARITY BAZAAR and will be uploaded here.

MEETING DATES:

Click meeting date to see list of specific materials available for member distribution (invitations, agendas, slides, minutes)

- 8 September 2022
- 26 September 2022
- 17 October 2022
- 10 November 2022
- December
- January
- -February
- March

Fundraising activities:

- NCB Shop
- National Catalogues
- Big Change for Small Change

NATO CHARITY BAZAAR 2022:

When: Sunday 20 November

Donation Ceremony:

When: January 2023

Time: 09.00 - 12.00

Where: Invitation to follow

2022 Main Links Menu

NCB Board members:

- Current members
- Job descriptions

Charities:

- Application Process
- Voting will be organised via a Doodle.
- Belgian Briefing Book
- International Briefing Book

Bazaar:

- Participation Questionnaire
- Instructions and Information

Tombola:

- Instructions
- Prize Description Form
- Master List of Prizes Tombola

Branding:

- Brand Guidelines
- 2022 Member Stamp
- 2022 Cachet Membre



6)

2022 – Member General Assembly Documentation

2022 General Assembly Material for Distribution to Members

Here are electronic versions of all material distributed at the General Meetings.

Agendas	
- 8 September 2022	
- 26 September 2022	
- 17 October 2022	
- 10 November 2022	
- December	
- January	
-February	
- March	
	 8 September 2022 26 September 2022 17 October 2022 10 November 2022 December January February

PowerPoint (slides) Minutes - 8 September 2022 - 8 September 2022 - 26 September 2022 - 26 September 2022 -17 October 2022 - 17 October 2022 - 10 November 2022 - 10 November 2022 - December - December - January - January -February -February - March - March

- Forms and Information for the Bazaar
- Member login to website
- Zoom Guidelines
- Membership Form







Housekeeping for E-MAILS

- An NCB National Team e-mail account centralises information NEW ARRIVALS get mail!
- Please always SHARE the NCB information with your teams!
- Please check your settings, so that mail arrives!
 - ♦ (hotmail, gmail seem to be easier than mfa, mil or gov addresses)
- THANK YOU for not replying to Postmaster

EXAMPLES OF NATIONAL E-MAILS

- bazar.otan.esp@hotmail.com
- charitybazaarpt@gmail.
 com
- dnkncbteam@gmail.com

Advertising the NCB

ADVERTISING MINI-POSTERS

- Every NR received an A4 poster in the national folder today. These are for displaying in the delegation offices.
- More advertising is being designed and printed; NCB Vice President Catharina Konow Johannessen will explain more later in the GAM today.





Advertising Events

ADVERTISING NCB EVENTS

 All requests for advertising NCB-related events should go through the NCB Board, as requested by the NATO Communications Office.

Everyone has been really GREAT about this!! THANK YOU!!



Advertising Events

NCB National Team ITALY - Lunch at the Staff Center

- → 19 October, 2022
- → NATO Staff Center
- **→** 11:00 − 15:00
- * advertised also in the private NCB FB group
- * pre-sale 3 November







Tanya Borchert President

Advertising Events

NCB National Team GERMANY – pre-sale of national products

→ 25 October, 2022

→ Public Square – Area B, under the stairs on the north side of the Press Briefing Room

→ 10:00 − 13:00

*advertised also in the private NCB FB group



Advertising Events

NATO Charity Bazaar Internal Newsletter

• We will have our own 2-page Newsletter with more in-depth coverage of all things related to the NCB in 2022:

charity projects
national catalogs - links
tombola news - links
details of 19 and 20 November
editorial content & more!

We will circulate this internally, <u>through Postmaster</u>, and ask that all NRs share it widely. This is how the people working at NATO find out about what is available and **how to find those things!**



• Anyone wishing to be added to this distribution, please send your email address to secretary@natocharitybazaar.org



 Each National Representative will soon receive a guest access form in order to register 5 Visitors and 5 Helpers

DEADLINE:

Friday November 4th

Word form must be filled in and emailed to

guest-coordinator@natocharitybazaar.org



- ➤ Primary Account: € 7894
- ► Bake Sales 2022: € 3834,55 (Jul = €1073*, Sep = €667*, Oct=€2094,55 (€1987,55* + €107)) Cash NCB office
- **Caisse: €164,4**

17/10/2022

Totale: €11.892,95 (bank account + cash)

Serge Devynck *Treasurer*

Transfer instructions: 3 easy steps



Transfer Funds







Serge Devynck *Treasurer*



Transfer Funds by

- Online account transfer
- Bank transfer from your bank



Serge Devynck *Treasurer*



Transfer Funds to

NATO Charity Bazaar ASBL Bank Account Details:

Aion SA

IBAN: **BE46 6430 0458 4036**

BIC / SWIFT: BMPBBEBB



Serge Devynck *Treasurer*



Transfer Funds

Include in the communication section of the transfer:

"Funds 2022 by xxx

(specify your Nation's Name, e.g PRT, HUN, SRB)"



Serge Devynck *Treasurer*



Transfer Funds



All <u>electronic</u> transfers must

be completed by:

Friday, 2nd CoB December 2022

Serge Devynck *Treasurer*



Accounting Form

Nation's Name:					
Person making the Bank Transfer:					
Phone:			E-Mail:		
NATIONAL (NAT	IONAL	CONTRIBUTION
Tombola Ticket Sales :			la Ticket S	Sales :	250€
National Stand / Sales :			l Stand / \$	Sales :	600€ / 300€
Food stand / Sales :			d stand / \$	Sales :	150€ / 0€
Total Bank Transfer Amount:			ansfer An	nount:	1300€



Serge Devynck *Treasurer*



Send via email to NCB Treasurer treasurer@natocharitybazaar.org with following attachments:

- Completed Accounting Form. (Pdf format) &
- Bank transfer transaction receipt

Should you have any questions, please don't hesitate to contact the Treasurer

Serge Devynck- Treasurer

by e-mail at

treasurer@natocharitybazaar.org

On leave from 15 until 23 December 2022



Belgian Charities

3 projects

International Charities:

18 projects

- → Briefing Books were sent to all Postmaster NCB addresses on Friday, 7 October.
 - → Briefing Books are also posted on the <u>NCB website in the Members' section</u>. Instructions for logging into the Members' section of the NCB website are included in this presentation, slides #13 #18.



Results of the voting process

Monica Fornari Charity Team Leader

Belgian Charities

GOAL € 29.894

VOTING RANK	Charity Organization	Name of Project	Total Project Cost
1	Le Rayon d'Espoir	Aide Alimentaire aux enfants de la Gasca	10.000
2	Spina Bifida & Hydrocephalus	Semaine d'apprentissage	9.914
3	Instituut voor Poolse Taal en Cultuur	Developing of cultural identity	9.980

Results of the voting process

Monica Fornari Charity Team Leader

International Charities

change ▲ GOAL € 150.917,21 (prev. 155.307,21)

VOTING RANK	Charity Organization	Name of Project	Total Project Cost
1	CZE Ondrasek	At home till the end	9.209
	Kraljevo association for helping people	Inclusive playground	9.248,75
2	with autism		
		Another "comma" in the life of children with	9.987,20
3	Društvo Namesto pike vejica	disabilities	
4	CEPAC-Skopje	In favor of a better life	7.290
5	Associação Saúde Mental Médio Tejo	Unit training autonomy independent living	8.042,96
6	Meninos de Oiro	Wind rose social clinic	9.969
		Women empowerment through vocational	9.210
7	Mandate for the future	education	
8	SPCO - Carica Milica	Count on US 2023	4.000
	Project of VSI Namai visiems	Namai visiems	10.000
9	(home for all)	(home for all)	

Results of the voting process

Monica Fornari Charity Team Leader

International Charities

VOTING RANK	Charity Organization	Name of Project	Total Project Cost
10	NVO "Žene Bara"	Empowerment women in the society	7.848
11	Geszteredi Aranyszablya Tarsasag Alapitvany	Promotion of healthy living, historic heritage preservation and media education	6178.30
12		Teammate, coach and mentor! Interactive workshops for children and youth from vulnerable communities	8.921
13	Redpoint Archery Club CZE Podane Ruce (Helping Hands)	Canistherapy – treatment with dog love	9.800
14	Plavalni klub Slovenske Konjice	Parafreediving - The parallel world of breath hold diving for people with disabilities	9910
15	Antistres Centrum	Golden hands marked by time	9.693
16	Volleyball club "Volero" Pale	OK "Volero" Pale	9.000
17	Holnapocska Public Nonprofit Ltd	Power of togetherness – adventure based therapy day event	10.000
18	Pioner	Children and the law of nature	7000

Any comments or questions?

You are always welcome to write to:

charity@natocharitybazaar.org

- with any questions related to the charity selection process





THE NATO CHARITY BAZAAR 2022

Diana Defta Bazaar Coordinator



- SUNDAY, 20 NOVEMBER 2022 THE BAZAAR DAY
- > 19th November set-up day
- > 39 participants & 16 restaurant stands
- > National Stands Omnisport Hall (High5 Area)
- > Restaurant Stands restaurant area of the Staff Centre
- ➤ After Sales TBD
- Alterations in the current planning are possible
- Artistic performances not possible this year (space limitations)



THE NATO CHARITY BAZAAR 2022

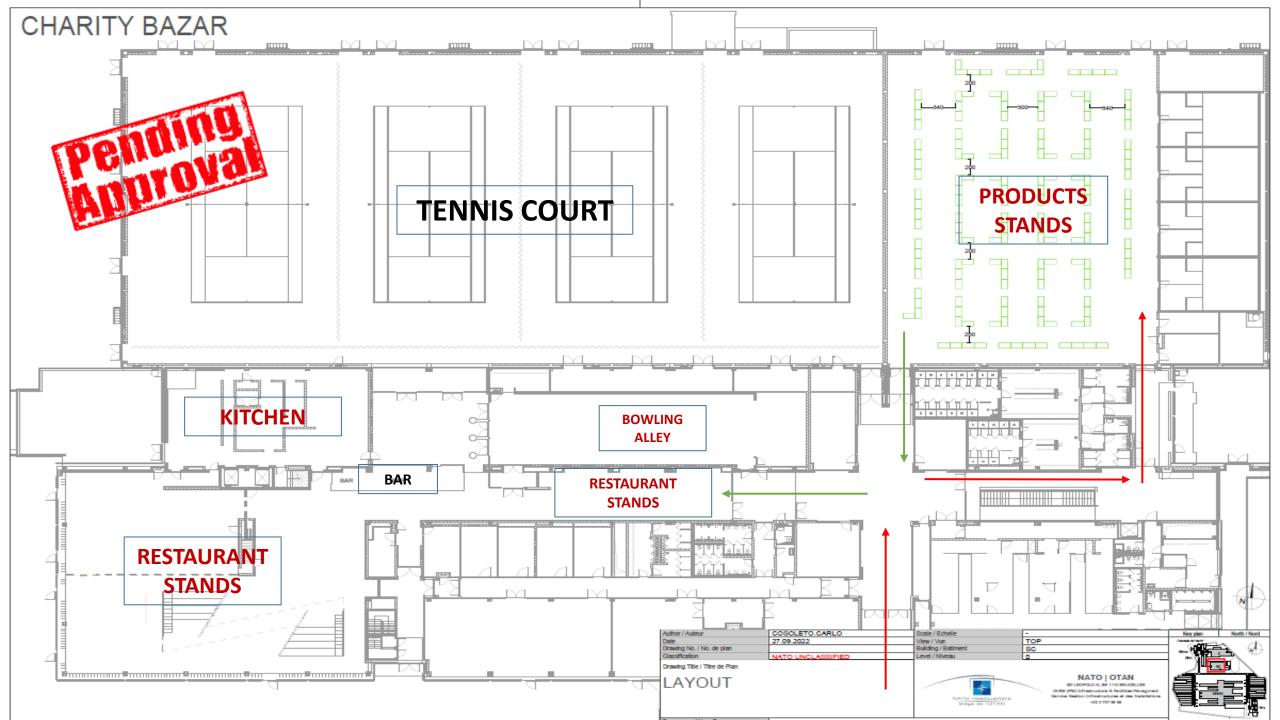
Diana Defta Bazaar Coordinator



- Storage space Bowling alley (same as last year)
- Personal Belongings Gym Lockers (High5 Area)
- To bring in your products (3 doors in the back, 1 in front, elevators if you have access)
- Outside small stands (requests from Belgium and Sweden) are possible,
 BUT, it could require to bring your own tables



- **Forbidden Items**: lit candles, open fire, nails, tacks, tape, glue on windows/walls/furniture
- Omnisport Hall -only electrical devices on batteries no electricity
- Restaurant area if electricity needed, ask for approval
- Bring garbage bags (especially for stands with tastings)



THE STANDS WITH NATIONAL PRODUCTS



39 PARTICIPANTS

ALBANIA		
ARMENIA		
AUSTRALIA		
AUSTRIA		
AZERBAIJAN		
BELGIUM		
BOSNIA AND HERZEGOVINA		
BULGARIA		
CANADA		
CROATIA		
CZECH REPUBLIC		
DENMARK		
ESTONIA		
FINLAND		
FRANCE		
GEORGIA		
GERMANY		
GREECE		
HUNGARY		
ITALY		
LATVIA		
LITHUANIA		
THE NETHERLANDS		
NEW ZEALAND		
NATO INTERNATIONAL CLUB		
NORTH MACEDONIA		
NORWAY		
POLAND		
PORTUGAL		
ROMANIA		
SERBIA		
SLOVAKIA		
SLOVENIA		
SPAIN		
SWEDEN		
SWITZERLAND		
TÜRKIYE		
UNITED KINGDOM		
UNITED STATES		

Distribution of stands as of 17.10.2022

https://www.randomlists.com/list-randomizer

THE RESTAURANT STANDS

Diana Defta Bazaar Coordinator



www.natocharitybazaar.org

Nr.crt	NATION	Tables
1	Azerbaijan	3
2	Czech Republic	BAR
3	Denmark	BAR
4	Georgia	2
5	Germany	3
6	Greece	3
7	Hungary	3
8	Italy	3
9	Latvia	3
10	New Zealand	3 pending
11	Portugal	3
12	Slovakia	3
13	Slovenia	3 pending
14	Spain	3
15	Türkiye	3 pending
16	United States	3

Total – 41 tables



SHARING THE KITCHEN

NATION	REQUIREMENTS
AZERBAIJAN	Oven
CZECH REPUBLIC	Fridge
DENMARK	Oven, Stove, Fridge
GEORGIA	Stove, Freezer, Fridge
GERMANY	Fridge
GREECE	Oven, Stove, Fridge
HUNGARY	Fridge
ITALY	Oven, Fridge
LATVIA	Fridge
NEW ZEALAND	Fridge, Freezer, Oven
PORTUGAL	Fridge, Oven
SLOVAKIA	Stove, Oven
SLOVENIA	Fridge
SPAIN	Refrigerator, Stove
TÜRKIYE	Pending
UNITED STATES	Oven



Stay alert! A kitchen tour will be organized...

THE RESTAURANT STANDS

STANDS DISTRIBUTION – on hold



14 NATIONS

AZERBAIJAN

GEORGIA

GERMANY

GREECE

HUNGARY

ITALY

LATVIA

NEW ZEALAND

PORTUGAL

SLOVAKIA

SLOVENIA

SPAIN

TÜRKIYE

UNITED STATES

https://www.randomlists.com/list-randomizer

ONLINE CATALOGUES

Diana Defta Bazaar Coordinator



- > Accessible here https://www.natocharitybazaar.org/?page_id=4005
- > Also, every 2 weeks in the *Insider News in Brief* (biweekly Newsletter of NATO HQ)







THE COOK BOOK

Diana Defta Bazaar Coordinator

- 29 nations, 58 recipes one amazing collection of culinary delights
- Price per book: <u>15 €</u>
- How to buy it?
 - ✓ Lockers at NATO HQ
 - ✓ Agree a day (cookbook@natocharitybazaar.org or 0470093036) to meet at the Staff Centre for pick-up
- Each purchase supports the 2022 Charity Projects
- Only a few nations honoured their pre-sales order





NCB PR stand with Poppy Appeal

Catharina Konow Johannessen *Vice-President*

Remembrance

Just like last year, Poppy Appeal has kindly invited NCB to have our PR stand together with them in the Public Square outside Starbucks. Le Bleuet de France, will also be part of the stand.

NCB will join the Poppy Appeal from November 2-8th, and we will distribute flyers with information about the upcoming Bazaar weekend of 18-20th of Nov.







NCB PR stand with Poppy Appeal

Catharina Konow Johannessen *Vice-President*

A3 information poster

NCB are making a A3 poster with vital information for the upcoming Bazaar, decorated with NATO and partner nations flags and sponsor logos.

It's an ongoing project with the goal having it available during our time at the PR stand in early November. We wish to have the posters hung in delegations and offices so everyone with a NATO badge knows about the largest family event at NATO 2023!





Catharina Konow Johannessen *Vice-President*

NCB – Help us, help others

Please contact me if you have any questions for the upcoming Bazaar weekend, we are almost a month away!

• Write to: vice-president@natocharitybazaar.org





Krisztina David-Bakos Tombola Coordinator

Three Things:



- Please turn in you tickets by 19 NOV Extras??
- Collection of physical Prizes on 19 NOV, at the Staff Centre.
 - → A Tombola Information Page was sent to all NRs on Monday, 10 October.
 - → All comments and questions very welcome at tombola@natocharitybazaar.org.



TOMBOLA







All comments and questions very welcome at tombola@natocharitybazaar.org.



TOMBOLA



Krisztina David-Bakos Tombola Coordinator





All comments and questions very welcome at tombola@natocharitybazaar.org.



TOMBOLA



Krisztina David-Bakos Tombola Coordinator





All comments and questions very welcome at tombola@natocharitybazaar.org.

Events 2022

Eirini Plokamaki Event Coordinator

NCB multi-national Bake Sale!

- October 11th Bake Sale
 - > 3 Locations: MW building, N & S PBR @HQ
 - > 11 Nations
 - Over 2K EUR raised

- What to expect
 - > Oct 19th: Italian Lunch @Staff Center
 - Oct 25th: Pre-sale (Germany)
 - Nov 3rd: Pre-sale (Italy)
 - A few pre-sales dates are still pending approval from NATO Executive Management



#YouMadeItHappen



Events 2022

Eirini Plokamaki Event Coordinator

Wishing Tree 2022

- → The Wishing Tree Project for 2022 has been approved!
- → The trees will be set up in the Public Square on Nov 7th
- → 3 Organizations have been contacted
- → Final decision: BSF

<u>Our first emergency libraries are open - Bibliothèques sans Frontières Belgique (bibliosansfrontieres.be)</u>

 \rightarrow Ornaments have been already made & Wishes will be collected





NCB WEBSITE – what is there?

Continuing our updates – adding NCB dates to the calendar and uploading files (like the 2022 National Catalogs, 2022 Tombola Prize List or NCB Shop items).

NCB Members' Stamps: "Membership 2022" stamps can be found on the website, in both FR and EN.







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Upcoming General Assembly Meetings:

→ Thursday 10th November 2022

Donation Ceremony in January 2023

date tbc – leaning toward the 24th of January – must be first approved by Conference Planning and NATO Executive Mgmt.



AOB

Tanya Borchert President

- ♦ The NCB Board is always ready to hear from you!
 - If you have a concern (i.e. bank transfers in December) please tell us don't wait!
- ♦ Thank you for your enthusiasm about what is possible for NCB 2022.
 - → ongoing security situation + local resources = innovation (without pressure)
 - → "What CAN I do?"
 - → EVERYTHING counts nothing is too small we work well together!



Check your inboxes later – slides from today will be there, along with the NCB Treasurer's 2022 Accounting Form.

REMINDER: NCB correspondence often comes to you from the **NCB Postmaster** account.

- This is for large "group" mail only!
- → **Do not reply to Postmaster**, as that email account is not checked for incoming mail!

Please write directly to the NCB Board Member you need – addresses on the next slide.



CONTACTS

17/10/2022

- President, Tanya Borchert | president@natocharitybazaar.org
- Vice-President, Catharina Konow Johannessen | vice-president@natocharitybazaar.org
- Treasurer, Serge Devynck | treasurer@natocharitybazaar.org
- Secretary, Ilaria Carbone | <u>secretary@natocharitybazaar.org</u>
- Charity Team, Monica Fornari, Ashley Roche, Krisztina David-Bakos, Eleonora Colonna, Serge Devynck | charity@natocharitybazaar.org
- Bazaar Coordinator, Diana Defta | coordinator@natocharitybazaar.org
- Restaurant Team, Eleonora Colonna | restaurant@natocharitybazaar.org
- Tombola Coordinator, Krisztina David-Bakos | tombola@natocharitybazaar.org
- Sponsor Coordinator & Webmaster, Lara Ronayne Casimiro | web@natocharitybazaar.org & sponsor@natocharitybazaar.org
- Membership Coordinator, Mette Pedersen | membership@natocharitybazaar.org
- Guest Coordinator, Eleonora Colonna | guest-coordinator@natocharitybazaar.org
- Event Coordinator, Eirini Plokamaki | event@natocharitybazaar.org



Tanya Borchert President

Questions...?

Please *return* your National Card and folder/plastic sleeve to the table before leaving the room.

Thank you!



TANK TONS

