

SIETAR Europa Board: General Assembly, June 09th 2016



Agenda:

- Welcome note from SIETAR Europa President.
- Verification of Quorum (25% of members) or Extraordinary meeting
- **Executive Summary: Review of 2015**
 - Review of Valencia Congress and financial status 2015
 - Election and Re-election of SIETAR Europa President
 - Situation on Executive Officer
 - Report for 2016 and Dublin 2017
 - Issues raised on structure of SIETAR Europa
 - Budget for 2016-7 Preparation for Dublin 2017 and Congress Coordination

1) Welcome and Verification of Quorum

SIETAR Europa president **Pari Namazie** called the meeting to order at 18:00 CET and verified that a quorum of the Board was present at the meeting. The quorum of 25% of the membership was not reached. This meeting therefore was officially closed and re-opened as an **Extraordinary meeting of members**.

Those in attendance were: Hanneke Brakenhoff, Claude Bourgeois, Ursula Brinkmann, Barbara Gibson, Saskia Lackner, Maura di Mauro, Pari Namazie, George Simons, Deborah Swallow, Linda Vignac, Monika de Waal, Isabelle Demangeat, Yvonne van der Pol, Silvia Bessler, Joe Kearns, Martina Pulver, Anne-Claude Lambelet, Yanka Totseva, Svetlana Aladjem, Francien Wieringa, Kinga Biatek, Grant Douglas, Christine Longé

2) Executive Summary from the President

Valencia was considered a successful congress, SIETAR Europa made a profit on it, one of the achievements was the Academic Track in Valencia

- The SEU Board has seen many challenges in 2015, some that question the role and structure of SIETAR Europa
- What the board has learned: to have a commitment towards not only congress planning but also of making sure the right processes are in place for the future of SIETAR Europa Executive Summary and Report from SEU President

2. a) Developments since last AGM in April 2015:

- Formation of SIETAR Switzerland
- Within SEU now have 11 national SIETARs plus Direct Members in SIETAR Europa
- New communications platforms:
 - ZOOM for webinars

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- Journal
 - Newsletters
 - More active social media groups (LinkedIn, FB, Twitter)
 - SIETAR Global Connect bringing all SIETARs together to share best practices
- Working on creating more synergies, connections and dialogue within national/global SIETARs and also more involvement with Direct Members.
 - Example: Recent Interculturalists and Migration project in Brussels where 23 people attended from national SIETARs

2.b) Accounts 2015:

The congress in Valencia in May 2015 had over 350 participants (100 over Tallinn). A look at the accounts follows. As said many times, SIETAR Europa's finances fluctuate from year to year: It always rises in congress years, and falls in the years between congresses. Therefore, SEU will present the financial report from 2013 through 2015.

Valencia Congress Financials	
Total Income	150 362 €
Total Expense	107 902 €
Result	42 460 €

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Balance Sheet:

	2015 <u>Congress</u> <u>year</u>	2014	2013 Congress year
Balance sheet total (euro)	67 360	36 586	63 319

	2015	2014	2013
Total income	177 231	27 630	130 843
Total expenditure	147 617	53 199	109 973
Profit (loss)	<u>29 614</u>	(25 569)	20 870

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Membership:

	2015	2014	2013
Direct members	6 084	2 790	7 201
National SIETARs	15 075	14 961	13 993
Total	21 159	17 751	21 194

	Budgeted	Real Expense	+/-
Remunerations	22 000	27 910	+ 5 910
Office/Admin	1 500	1 056	- 444
Media & Com.	5 600	8 690	+3 090
Accountant	1 500	1 590	+ 90
Bank Fees	300	442	+ 142
Board Meetings	10 000	5 026	- 4 974
President's Funds	500	250	- 250
Provision	5 000	0	-5 000
TOTAL	46 400	44 964	1 436

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Expenses on board meetings:

May 2015 – Valencia	500 €
September 2015 – Dublin	4 526 €

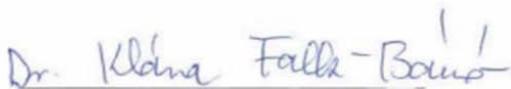
The auditors Dr. Klára Falk-Báno and Ildikó Polyák have reviewed the accounts from SIETAR Europa, here is their report:

Auditors' report

Review of the accounts for Sietar Europa for the year 2015

We have reviewed the attached set of accounts for 2015 for reasonableness. Based on our review of the accounts, trial balance, G/L and journal entries, we can confirm that the accounts and associated transactions appear reasonable based on the information we have received and the answers to the questions that we have raised.

However, we would like to point out that we have not performed a formal audit of these accounts and we are unable to give any opinion or other guarantee that the accounts represent a true and fair view of Sietar Europa's activities in 2015.


Dr. Klára Falk-Báno



Ildikó Polyák

Done on 26 May 2016

Vote to approve 2015 accounts:

Results: (Chatbox) YES from Yanka Totseva , Yvonne van der Pol, Saskia Lackner, Grant Douglas, Svetlana Aladjem, Kinga Białek, Isabelle Demangeat ,Claude Bourgeois, Barbara Gibson, Linda Vignac, Monika de Waal ,Francien Wieringa, Ursula Brinkmann, Martina Pulver, Monika Armour (Proxy), Klara Falk (Proxy), Eileen Gricuk Poland

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2.c) Re-election of SIETAR Europa president:

Claude Bourgeois was elected and presented as the in-coming SIETAR President in Valencia, replacing Livingstone Thompson. However, the SEU Board became aware that the election process had not been according to the statutes (elimination of eligibility of direct members). The decision for re-election was made at the Dublin Board Meeting in September 2015. A new election process ensued and Pari Namazie was elected to the position of President SIETAR Europa in October 2015. Other appointees were:

- Hanneke Brakenhoff as Vice President
- Ruth Gomez as Treasurer, soon replaced by Linda Vignac
- Saskia Lackner as Secretary

Board members:

A new Board came together end 2015:

- Joe Kearns, SIETAR Ireland
- Barbara Gibson, SIETAR UK, now vacant
- Pascale Stzum, SIETAR Direct member
- Linda Vignac, SIETAR France
- Sigvor Bakke, SIETAR Germany, left the Board, now vacant
- Yanka Totseva, SIETAR Bulgaria
- Agnieszka Kotucz, SIETAR Poland
- Michael Buechi, SIETAR Switzerland, now vacant
- Ruth Gomez, replaced by Silvia Bessler SIETAR Spain
- Pari Namazie, from Direct member to President In-coming SIETAR Europa Board of Directors end 2015-to date

Board Members:

- Austria Saskia Lackner (Executive Committee / Secretary)
- Bulgaria Yanka Totseva
- Direct Members Pascale Sztum, Pari Namazie (Executive Committee / President)
- France Linda Vignac (Executive Committee / Treasurer)
- Germany No replacement presented
- Ireland Joe Kearns
- Italy Maura di Mauro
- Netherlands Hanneke Brakenhoff (Executive Committee / Vice President)
- Poland Agnieszka Kotucz
- Spain Silvia Bessler
- Switzerland Michael Büchi (Withdrawn from SEU Board)
- UK Withdrawn representative from SEU Board

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2.d) Executive officer:

In 2014, the SEU Board employed a part time Executive Officer to help with the coordination and follow up of executive tasks. When the Executive Officer contract was ending (June 2015), questions were raised on whether the contract was seen as a freelance or employment contract, hence potentially incurring liabilities for SEU. The advice of a law firm was sought and mediation discussions on resolution continue to date. At present (Date of General Assembly) SEU is unable to share more information on this issue as mediation efforts might be undermined. The board would like to re-assure the General Assembly and members that, the SEU Board:

- Has shared, discussed and reached a consensus on all aspects relating to this matter Has where needed sought expert and SIETAR community advice
- Is ensuring future contracts be carefully reviewed by legal experts to ensure this matter does not occur again.

UPDATE: The mediation process was concluded on June 15th 2016. A settlement agreement was signed by both parties.

3. Report for 2016 and Dublin Congress 2017

3.a) Re-structuring SIETAR Europa

Some of the consequences of the liability issue, has concerned Board members. One of the issues the SEU Board has faced in 2016 has been the question on the structure, role and added value of SIETAR Europa. This has put SIETAR Europa in a state of crisis, as national SIETAR representatives have felt reason to withdraw from the SEU Board due to liability issues:

- SIETAR Europa has not a clear identity (neither for members, nor for national SIETARs)
- National SIETAR boards do see the need for SIETAR Europa, some find it hard to convince their members to pay the yearly contribution
- Some national SIETARs cannot pay the yearly contribution
- The SIETAR Europa board members can no longer take the financial responsibility for activities (congress, staff etc.) if the budget is permanently under question and unclear
- A Board of national SIETAR representatives is no guarantee for the competences needed to operate successfully as network, congress organisation and employer in an international (legal) context
- SIETAR Europa board members as well as national SIETARs are worried about possible liability of SIETAR Europa board members
- The SIETAR Europa board is constantly dealing with new members, which makes it hard to build up policies and expertise

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- Some new Board members do not understand the history of SIETAR and the only action they see is to dissolve the organization
- SIETAR Europa Board meetings with 12 or more representatives work inefficiently
- The task division within the board is not equally divided; the executive members have far too much on their plate, some board members are not involved in general tasks or committees

Members are asked if they agree:

- 1) That this issue is important?
- 2) That a committee should work on this task? In the presentation the task is named to advise the SIETAR Europa board on how to work on Identity, Efficiency and transparency.

Note: Barbara Gibson explicitly asked what the task of this committee is. This needs to be specified – identity and efficiency is not very clear and does not sound like a re-structuring committee, but to come up with alternatives concerning the structure. Barbara is also asking for a timeframe: The committee aims to bring this forward within the year (next 5 months). Ursula Brinkmann says that there should be a budget for seeking legal advice as SIETAR Europa is an European organization in a complex legal setting. Members wish to be included in that process about structure, roles, responsibilities (Yvonne van der Pol)]

Participants were asked if they agree this is something we should work on? Majority votes for yes. Results [Yes votes: Yvonne van der Pol, Svetlana Aladjem, Isabelle Demangeat, Saskia Lackner, Maura di Mauro, Grant Douglas, Monika de Waal, Francien Wieringa, Ursula Brinkmann, Martina Pulver, 2 proxies from SIETAR Europa, George Simons, Deborah Swallow, Yanka Totseva

Proposed members of this committee are:

- Joseph Kearns
- Ildikó Polyák
- George Simons
- Alexander Scheitza
- Hanneke Brakenhoff
- ?

A discussion follows as Anne-Claude Lambelet asks why Michael Büchi, former representative of SIETAR Switzerland, is not on the list and misunderstandings have arisen. This matter will be clarified soon with Michael himself. Grant Douglas asks if it is possible to add younger members on the committee. Monika de Waal would like to support the committee, too. The committee is supposed to start working in June, not giving reports, but hands-on advise in monthly deliveries.

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3.b) Accounts in 2016 (January-March) Budget for 2016-17

> April 2016

■ Direct Members	1 301
■ National SIETARs	2 945 ?????
■ Bank's Interest	500
Total	4 746

!!!!!!!

Accounting 2016 > April 30th 2016:

EXPENSES	TOTAL
REMUNERATIONS TOTAL	2 912,53
CONSULTANCY TOTAL	4 258,72
FINANCIAL COSTS TOTAL	208,83
OPERATING COSTS TOTAL	1 049,06
MEDIA - COMMUNICATION TOTAL	2 370,77
BOARD'S EXPENSES TOTAL	3 335,36
TOTAL EXPENSES	14 135,27
INCOME	
Direct Membership	1 301,38
National Sietar Contributions	2 945,00
Other	0,00
INCOME TOTAL	4 246,38

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Treasurer Linda Vignac: Budgeting is almost impossible without estimate income! The accounting format must be changed.

If they accept, does the GA agree to continue with the same auditors as before: Klara Fálk and Ildikó Polyák. This is accepted by the members.

3. c) Preparations for Dublin Congress

Report on what has been done:

- Next congress committee worked on theme, tracks of congress, approved by the SEU Board (done)
- Communications committee prepared everything and it is online (done)
- Keynote committee has recommended 3 keynote speakers, approved by the SEU Board (done)
- Application and selection of congress coordinators (done)
- 2 congress coordinators are working with us, with roles/ tasks divided (done) –these positions are unpaid and voluntary.

4. Next General Assembly:

Participants are in favour of having a face to face General Assembly in Dublin. The next General Assembly will be held in May between the dates of 22-27 May 2017 in Dublin.