

SIETAR Europa – AGM

June 16th , 2014, 19:00 CET

Participants of the board	
Direct members of the SE Board:	Mathias N' Ekah
Executive Officer:	Manuel Garcia Ochando
SIETAR Austria:	Saskia Lackner
SIETAR Bulgaria:	Tzvetana Guerdjikova
SIETAR Europa Secretariat:	Christine Longé
SIETAR France:	Claude Bourgeois
SIETAR Germany:	Sigvor Bakke
SIETAR Ireland:	PRESIDENT Livingstone Thompson
SIETAR Netherlands:	Hanneke Brakenhoff
SIETAR Spain:	Candela Fernandez
SIETAR UK:	Deborah Swallow
Minutes taken by SE secretary:	Saskia Lackner: saskia.lackner@sietar.at

1. Welcome and Verification of Quorum

President Livingstone welcomed participants and questioned whether there was quorum of 25%, which would be 259 members. Since there is no quorum, an extraordinary meeting of members takes place instead of the AGM. 14 people participated in this extraordinary meeting.

2. Acceptance of the latest minutes

Reviewing the AGM meeting of last year, SIETAR Europa did not have a quorum, some problems with the virtual platforms occurred. Deborah Swallow, former president, took notes of the last AGM where 7 people were attending. It was necessary to appoint a Minutes Committee since the meeting was not an AGM, but an extraordinary meeting. The audit accounts could not be approved, but were approved later.

3. President's report about the work of the Board of Directors in 2013 and introduction of the new Directors

Livingstone Thompson gave the president's report. The SIETAR Europa board decided to have the AGM annually at about the same date in May/June. The president also informed the attendees of the 40th year of SIETAR founding. The board also nominated a committee that would work on the SE vision and mission and formulate strategies for the organisation, leading up to 2025. He stated that it was important for SE to find its niche and be innovative on the intercultural market.

The structure of SIETAR Europa today is still a mixture between direct members and members of the 11 existing national European SIETARs. Unfortunately there is a numerical decline in membership, although the potential for growth is evident everywhere and some new chapters will be eventually formed.

4. Report from the Treasurer: accounts of 2013. Presentation of auditors' report, Approval of accounts 2013

Below is the tabled version of the report.



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Total expenditure and total income

	2013	2012	2011
Total income	130843	24988	132498
Total expenditure	109973	37677	112045
Profit (loss)	20870	(12689)	20453

Please consider: the wealth of SIETAR Europa fluctuates from year to year and is dependent from the congress. It always rises in congress years and falls in the years between congresses. New sources have to be found.



Major income items in 2012 & 2013

	2012	2013
Direct members	5717	7201
National SIETARs	15234	13993
Total	21931	21194

Major expenses in 2012 & 2013

	2012	2013
Existential expenses (accounting)	1527	1481
Office operation (incl. Extra hours congress, bank fees, intern)	13903	13227
Communication (web, adsl, linked in, survey monkey)	1614	2686
Journal	1650	3075
Expenses of Board meetings	12483	9015
Total	31177	29484



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Expenses of Board meetings

March 2013 - Vienna	5560
June 2012 - London	7992
December 2012 - Milan	4491

€3445 was spent on a
preparatory visit to
Tallinn in May



Auditors' report

Review of the accounts for Sietar Europa for the year 2013

We have reviewed the attached set of accounts for 2013 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 2013.

Dr. Klára Falk-Bánó

Ildikó Polyák

Done on 2 June 2014

The accounts having been presented the participants were asked if anyone objects with the fact on how the money of SE was spent. There was a consensus and acceptance of the presented numbers.

5. Election of auditors for the accounts 2014

Klára Falk-Bánó and Ildikó Polyák, the auditors of last year, were unanimously elected to audit the accounts.

6. Presentation of Budget for 2014



BALANCE 2014	
EXPENSES	-56400
INCOME	52900
Balance	-3500

The budget for 2014 was presented and was approved by the participants after discussion.

There being no other matter to be considered the extraordinary meeting was adjourned.

Appendix I

SIETAR Europa

Annual General Meeting, June 16, 2014

President's Report

Livingstone Thompson, PhD

Introduction

This 2014 convening of the AGM takes place at a time of renewed interest and review of in the SIETAR Europa project and of the structures and ideas that characterise the work of the organisation. In this the 50th anniversary of the founding of the SIETAR, it is timely that members should consider again its fundamental principles and see whether these are of continuing relevance for a Europe that has changed and is changing and for a world that is much more interconnected than it was fifty years ago.

SIETAR is no longer unique because there are increasing numbers of intercultural organisations that aspire for similar ideas. This diversity need not be treated as a grab or territory or as a disaster. Rather, it puts the challenge to SIETAR Europa to define with greater precision its areas competence and to focus on the niches in which it can make a difference, thus meriting its existence in the European intercultural landscape.

Seizing the opportunities thrown up by the new and changing environment is the challenge we have to meet.

SIETAR Europa Today

In addition to our Direct Members, our number of national organisations has remained at 11 but they are at different levels of numerical strength, organisational security and vitality. Most places are experiencing numerical decline, which is not unrelated to the broaden EU context. However, with the opportunities for innovation created by social media and new communication technologies, the potential for growth is evident everywhere.

Board of Directors

Since our last AGM there have been a few changes to the Board of directors and we want to express our gratitude to members who have either resigned or retired. They are:

Laurence Sicot (SIETAR France), Marianne van Eldik Thieme (SIETAR Netherlands), Anna Zelno (SIETAR Spain), Svetlana Alajem (SIETAR Bulgari) and Irina Budrina (Direct Members). The Table below indicates the current members of the board.

SIETAR	Board Representative
Austria	Saskia Lacknert
Bulgaria	Tzvetana Guerdjikova
Direct Members	Mathias Elkah
Direct Members	Pari Namazi
France	Claude Bourgeois
Germany	Sigvor Bakke
Ireland	Livingstone Thompason
Italy	Maura di Mauro
Netherlands	Hanneke Brakenhoff
Poland	Katarzyna Artemiuk
Spain	Candela Fernandez
United Kingdom	Deborah Swallow

Activities since April 2013

The period since the last AGM has been dominated by three areas of activities: (a) Congress (b) Officers and Working Committees (c) Review of vision and mission

(a) **Congress:** A very successful congress was held in Tallinn in September 2013, under the theme, Global reach, Local Touch. There were about 290 participants, inclusive of volunteers. There was a reasonable income on €25,000.00.

(b) Officers and Working Committees:

(1) **Presidency:** With the successful completion of her extended term in office to September 2013, Deborah Swallow handed over responsibility to Livingstone Thompson, who was appointed at the Vienna Board meeting in May 2013.

(2) **Executive Officer:** Following the decision in May 2013 to engage a Part-Time executive officer, the position was advertised and Manual Garcio Ochando was appointed and is currently serving in that post. The arrival of the executive officer has given a new impulse to

both administrative and programme activities. The EO works closely with the chairs of the working committees to ensure the implementation of plans directed at the development of the SIETAR project.

(3) Working Committees: In December 2013 a number of working committees were appointed, designed to be the instruments through which actions related to the development of the SE delivered. Those appointed were: Communication, Finance and Development, Membership and Events, Grants and Projects, Congress, Research and Publication. The working committees create space for a wider participation of the membership in the programmatic development of the organisation.

(c) Review of Vision and Mission: The Finance and Development Committee is overseeing a process of consultation with the board, SE members, National SIETARs and Interculturalism stakeholders to help the organisation define a vision, mission and strategy towards 2025. The objective of this is chart a new pathway for the work of SE over the coming decade. The draft document for this is to come before the Board meeting in October 2014.

Work for the coming period leading to May 2015 will be emanate from the areas listed above.

Other Matters

- (a) Collaboration with Mexican University: SE has been approach by the UVM in Mexico, asking for collaboration with developing and endorsing an intercultural programme which will be delivered online. The Board has given a conditional positive response to this request.

- (b) Summer School: The board has agreed that an expert group be set up to explore how SE could develop and deliver on the idea of a Summer school. The report on this will be presented to the October 2014 meeting the Board.

- (c) SIETAR Global Connect: Arising from a meeting of SIETAR Presidents at the Tallin congress, Sept 2013, SE has encouraged and is supporting a conversation between presidents of SIETAR's across the global. This conversation is now linked to the Communications committee and has the fundamental aim to strengthen collaboration in ensuring development and credibility of the SIETAR brand and image.

Appendix II

SIETAR Europa

General Assembly Report

Overview:

The General Assembly took place on 25th April, 2013 at 6pm CET.

At the last minute several issues arose, including the non-ability for our platform host to actually host the meeting. This gave rise to finding an alternative solution (Elisa Alberto for Djouvak Consulting who have hosted our webinars in the past). Unfortunately, Elisa was delayed on the set up of the meeting and it was deemed best to run the meeting as a webinar as there wasn't time to set it up as an online interactive meeting – which had been the original plan.

Also, unfortunately, neither Ildyko nor Irina were able to attend to give the Treasurer's report nor the proposed budget for 2013.

Eight people attended the meeting, including Debby and Svetlana. Four people tried to join but were unable to including Saskia and Livingstone.

The President delivered both the Treasurer's report and the President's report in a presentation manner. Questions were asked via the chat box and were fielded by Elisa. Questions asked can be found on the GoToWebinar print out attached.

Issues arising:

- The meeting did not constitute a quorum as there were not enough members, thus there could be no 'official' voting.
- The auditors were not 'approved' for 2013
- The budget for 2013 has not been approved by the membership

Proposals:

1. The AGM should be set for the same time each year – May.
2. The Board accepts the result of the GA and sends an official letter to the membership which includes the President's Report, The Treasurer's report, and the proposed budget for 2013.

3. Sietar Europa should invest in its own platform to use for its own meetings which will be more stable than Skype, use for promotional and commercial webinars, and be able to hire out to members as a service,etc,