




**MINUTES
of the
48th EFEE Board Meeting,
held in
Lyon, France
on
18th October, 2014**

Secretary General Roger Holmberg

**European Federation of Explosives Engineers
Fédération Européenne des Spécialistes de Minage
Europäischer Sprengverband**



Registered in Austria No. (ZVR-Zahl) 635276217

PRESENT:

Johan Finsteen Gjørdvad (JFG), Denmark, President
Igor Kopál (IK), Slovak Republic, Vice President
Jörg Rennert (JR), Germany, Immediate Past President
Donald Jonson (DJ), Sweden
Heinz Berger (HB), Austria, Treasurer
Ricardo Chavez (RC), France
Vegard Olsen, (VO), Norway
Roger Holmberg (RH), Malta, Secretary General

IN ATTENDANCE:

James Tyler, TylerEvents

APOLOGIES

None

1. Opening by the President

The President JFG welcomed everyone to the Board Meeting.

2. Agenda

The Agenda was approved.

3. Minutes of the previous meeting

The MoM from Tallinn, Estonia 2014-09-12 was approved as a true record of the meeting and signed by JFG.

4. Matters arising (if not on the Agenda)

None.

5. Administration

a. Management Accounts 1st January to 17th October, 2014.

The Management Accounts for the period Jan 1- Oct 17, 2014 were presented and analysed.

A new bank account has been opened by HB at Erste Bank, Austria and RH has transferred all money from the UBS saving account 60W. The day to day account 40W is still intact but will be closed when the Swiss PayPal account has been closed.

A PayPal account has been created in Austria.

Incomes € 94595.36 and Expenditures € 33983.54.

Net current Assets; € 195248.83.
consisting of:

Swiss PayPal €	9456.15
Swiss PayPal CH	12.35
UBS 40W €	924.46
ERSTE BANK €	184858.07
Austrian PayPal €	0.00

b. Budget 2015

The budget for year 2015 was looked at and after a careful discussion of the incomes and expenses and particularly the analysis of the upcoming EFEE conference in Lyon the budget was settled by the Board.

Action: To present the 2015-budget at the spring meetings to the Council and to AGM and propose it to be approved.

c. Membership Applications report

Five people has applied as Individual members and been approved by the Board since last board meeting in Tallinn, September 12. Invoices have been sent out to the new members.

Totally EFEE now has 23 Company Members and 64 Individual Members.

Paid 2014 Memberships up to July 19 are;

- 22 out of 23 National Members.
- 23 out of 23 Company Members.
- 59 out of 64 Individual Members.
- 0 out of 0 Student Members.

Slovenia has not paid 2012 or 2014.

Decision: The Board decided a new membership category “Retired Former Members”. The fee is the same as for Students. I.e. €25.

d. EFEE Shotfirer Certificate report

Nothing to report. No more certificates will be issued. Awaiting results from the EU-project.

6. EFEE World Conferences

a. 8th EFEE Conference in Lyon - 2015

The Board visited Lyon together with James Tyler and was guided through the conference centre and the Hilton hotel.

INCOME	2015 BUDGET
Subscriptions National	12 600
Subscriptions Companies	12 075
Subscriptions Individuals	4 875
Subscriptions Students/Retired Former Members	125
Conference Moscow (2013)	30 000
Bank Interest	100
Shotfirers Certs	0
Shotfirers ID Cards	0
EU Funding	0
Newsletter ads	2 000
Website ads	0
Workshop fees	0
Total Income	61 775
EXPENDITURE	
Secretarial Expenses	1 000
Secretarial Fees	13 860
Workshop Costs	0
EU shotfirer cert application.	7 000
Bank /Pay Pal Charges	500
Board Expenses	15 000
Council Expenses	1 800
Website	1 000
EU Directives	2 000
Conference Expenses	0
Newsletter	600
Tax	0
Total Expenditure	42 760
Nett Income excl conf	-10 985
Nett Income incl conf	19 015

JT went through the conference budget. The budget was built on an “Early bird” registration fee of € 595 ex VAT, 40 booths at exhibition and sponsorships € 10000.

Income	200 delegates	€ 218375	Costs	€ 189134	Potential profit	€ 29241
	250	“ € 248220	“	€ 198887	“	€ 49334
	300	“ € 277980	“	€ 208637	“	€ 69344
	350	“ € 307825	“	€ 218839	“	€ 89436

There are more than 50 abstracts received so far.

Action: JT will send out the 2nd circular 31st October plus an updated budget.

19 exhibitors have so far ordered 23 booths. Talks are ongoing with some other 10 exhibitors.

Sponsors:

The Board decided to increase the cost of the sponsor packages - Gold Package €9400+VAT, Silver € 4700+VAT and Bronze € 3450+VAT.

Workshops:

Action: JFG and JR will add details to the 2nd circular like Chairmen, bio of presenters and info of the presentations.

Gala dinner:

JT mentioned that the cost to have the gala dinner at Paul Bocuse would be too high for the delegates. An option is to use Hiltons for dinner. This would be about €65 which is about 50% of the cost at Paul Bocuse. The entertainment is easier to hold at Hilton.

Decision: The Board decided that JT shall come back with detailed costs of Hilton with Cabaret and other options. RC should send an optional proposal to the Board before mid-November. JT to come back with a final proposal before end of November.

b. 9th EFEE Conference, Amsterdam 2017

Nothing to report.

c. 10th EFEE Conference 2019

EFEE has received interests for holding the conference from Slovenia, Romania, Estonia, Poland, Finland and Sweden.

RH will send a budget template and a copy of the contract with TylerEvents to the interested parties so they can prepare a preliminary budget and presentation. At the EFEE meetings in Lyon 2015 their proposals will be presented (10 min per nation) and voted for. Deadline for interests to present their approach at the Lyon Council and AGM is February 15, 2015. Information (max one page) to be sent out with the call to the Lyon meetings shall be sent to the Secretary General before March 15.

7. EFEE communication and marketing

a. Website.

The website was shut down by the web hotel 2014-10-15. They said it was too infected. The consultant who once made the website in WordPress has been contacted and is working on the problem. A number of Plugins needs to be replaced and the security will be looked into.

b. Newsletter.

IK is in contact with Teele Tuuna and the Newsletter is on its way.

JFG mentioned that advertisements from three companies are scheduled.

Newsletters will also be issued just before and after the conference in Lyon.

Action: JFG to send advertisers and cost for ads (from last Newsletter) to RH who sends out invoices.

c. Marketing and Membership.

IK mentioned that the Marketing and membership committee has established an aggressive Marketing Strategy which was presented for the Dublin Council meeting and approved. In order to reach targets a standard letter to potential new members was prepared. At the same time a list of potential members was set up. The list includes

- ✓ Notified bodies (resp. Certification institutions)
- ✓ Universities and Distributors
- ✓ Individual members (mainly members of ISEE who not are members of EFEE)
- ✓ Potential members in Finland

IK also attached the 1st circular for Lyon Conference to the standard invitation letter to further attract potential members and to receive more abstracts for the Lyon Conference.

1. Notified bodies

The list contains in total 16 institutions. On 28th of September the Committee has sent out the letters.

2. Individual members

The list contains in total 247 individuals. The letters were sent out in the period from 29th September until 5th October.

Many positive responses were received.

The Board acknowledged IK for a well done job,

8. European shotfiring

a. New Project application

A final meeting will be held in Amsterdam 16th January 2015 before the new application will be sent in.

9. EU Directives

JR has been in contact with Frederico Mussuo (FM) and got a confirmation that the Board can have a meeting with him Friday 27th February 2015 in Brussels. JR will also meet with FM November 4, 2014 when there is a European meeting in the Explosives Group.

Action: JR will write to FM and describe what the Board will like to discuss and also ask him if he can attend the official opening in Lyon and contribute with a paper.

10. Constitution and Bylaws

Action: VO will check member categories in the By-Laws and Constitution.

11. **Environmental Committee**

Nothing to report.

12. **Any Other Business**

Action: RH to send out template for the invoices. Preferably all ask for reimbursement in Euros. The policy for reimbursement will also be sent out.

13. **Dates of next meetings**

- a. Brussels, February 27, 2015.
- b. Lyon, April 25, 2015.
- c. Bucharest, June 13, 2015.

14. **Adjourn**

The President thanked everyone for attending and contributing to the meeting. The Meeting was adjourned.

Signed _____

President / Johan Finsteen Gjødvad /

Date _____