

REPORT of the ORDINARY GENERAL MEETING
INGO SERVICE, 26 JANUARY 2017,
Agora, Room GO2

Maritchu RALL, President of INGO Service, opened the session at 5.10 pm , room G02 at the Agora of the Council of Europe.

Present/ Represented INGOs : AFEM, AIC (proxy to Philippe Grolleau) AIF, IARHH, ANDANTE, ATD QUART MONDE, CARITAS Europe, CCBE, CCEG, ECICW, ECWF, CEPS, CISV, CITI, CIVILSCAPE, CSW/Europe, EAICY, EBU, EFIL, EMI, EN/RE, EPA, ESAN, EUROCEF, EUROGEO, FEDE, FIAPA, GEFDU, IHEU, JUPAX, JUSTICE et PAIX, MIAMSI (proxy to Brigitte Legouis) , OIEC, PAX ROMANA, R.E.D. (proxy to Maritchu Rall) SOROPTIMIST, UEF, UMOFC, UNAEC, ZONTA International,

1. Agenda

The agenda of the Assembly was adopted unanimously.

2. Adoption of the minutes of the OGA of 27 January 2016

The minutes of the Ordinary General Assembly of 27 January 2016, available on the Association's website, were adopted unanimously.

3. Moral report (of activities)

The President presented the moral report for 2016. (see appendix).

She recalled that 123 INGOs had contributed an amount of €17,780.

In this regard, in particular, she stressed the important need to increase the number of INGOs through regular information, paying particular attention to the new INGOs which have just obtained participatory status and co-operating more closely with the Standing Committee and Committee chairs.

4. Financial Report

Mr Philippe BURCKLE, a chartered accountant, gave a brief comment on the accounts for the financial year 2016 of INGO Service. He pointed out that the 2016 budget had a slight deficit of €1,122.29. However, he highlighted two points in revenue:

- ✓ slight increase in contribution income, which is not linked to an increase in the number of members of the association, but it is due to the application of the new tariffs voted by the General Assembly in January 2016 and which amounted to €17,780.
- ✓ the association now manages € 12,000 from the Council of Europe instead of €4,000

The total income for the financial year 2016 represented € 34,860 for an overall budget estimated at €34,700.

The current expenditure for the financial year 2016 amounted to € 35,478,000. In this respect, he explained that the cost of performances had increased considerably.

In conclusion, he said that the year 2016 was a year of transition in this new mode of operation. The 2016 loss of €1,122.29 would be charged to the association's reserves, which amounted to €19,686.97 at 31 December 2016.

Philippe Burcklé, appointed by INGO-Service to ensure the closure of the accounts of the association, informed the Assembly that the balance sheet as presented was in accordance with the bank statements and the accounting documents given to him.

Marie-José Schmitt, Treasurer, gave various explanations of expenses and pointed out that the association was able to finance 35 representations with an average duration of 2 days. In addition, it was recalled that the Speed dating event received an additional subsidy and the event of 17 October had focused on the precariousness of young people, mainly in three countries (Spain, Greece and Poland).

5. Verification report of the auditor

Jean-Philippe Durrenberger, Auditor, "certified that on 17 January 2017, the audit of the accounts of the Association INGO Service was carried out for the period from January 1 to December 31, 2016". After examination of the accounting documents and their supporting documents, all the entries were correct.

In conclusion, he stated: "In the light of the verifications carried out, I certify the regularity and sincerity of the various accounting entries and the cohesion of the management in relation to the purpose of the INGO Service in accordance with the Rules of Procedure of the Conference of INGOs of the Council of Europe. Through these documents, I can only note the growing interest in serving INGOs."

He asked the General Assembly to give discharge to the Treasurer and the entire Board of Directors for their management.

The Chair thanked Jean-Philippe Durrenberger for his work and report.

The position of auditor was to be renewed. A call was launched and Philippe Grolleau accepted this mission. He would be assisted by Jean-Philippe Durrenberger.

6. Vote on moral and financial reports

The report was adopted unanimously by the General Assembly

The financial reports were also adopted unanimously.

7. Information on the dynamics of work undertaken within the Conference of INGOs and on the necessary support of the President Anna Rurka

It was recalled that many events and performances could only take place thanks to the financial support of the Association.

Some examples were given by the organizers who are grateful to OING Service: Anne Kraus reminded us of the many young people who attended the Youth Forum, with 24 organizations participating. Léon Dujardin, also highlighted the arrival of the young people of Greece for the Day of 17 October.

8. Amount of annual membership fee 2017: Vote

The President informed that the Board of Directors of 25 January 2017 had validated the amount of the annual subscription. It proposed to the Assembly that the amount for 2017 would be,

- Normal contribution: 150 €

- Reduced contribution: 120 €

- Support contribution: 200 € and +.

The meeting adopted the amount of the contributions.

9. Activities and provisional budget 2017

President Maritchu Rall presented - in the form of a power point - the provisional budget for 2017 to the amount of €34 500.

Some events were already scheduled for 2017

- Training seminar on 8 October organized by the Standing Committee
- European Day against the death penalty on 10 October
- 4th anniversary of the Conference of INGOs

The Assembly unanimously voted the draft budget.

10. Other business: Rules of Procedure adopted on 27 January 2016

The President proposed to the General Assembly an amendment to Rule 7 of the Rules of Procedure, adopted on 27 January 2016. It was necessary to add a point 5 to Rule 7. The proposal was as follows:

"5. Any request for reimbursement, at the end of the year, must be reported to the Treasurer before December 15th. If that were not the case, there would be no more reimbursement."

The amendment to Article 7 was adopted unanimously.

The Treasurer stressed the importance of sending in claims within 30 days of the mission. Too often requests arrived 2 or 3 months after, which did not allow for good management.

The agenda being exhausted, the Chair closed the meeting at 18:10, with warm thanks to the interpreters and all the participants in this Assembly.

The Secretary of INGO Service