

ASSOCIATION OING-SERVICE

Maison des Associations

1, place des Orphelins, F - 67000 STRASBOURG

Inscrite au registre des associations

Tribunal d'Instance de Strasbourg Vol 72, Fol 105

D R A F T

Report of the Ordinary General Assembly of OING-Service 12 April 2019 Council of Europe, Palais room 1, Strasbourg from 14:30 - 15:30

On 27 March 2019, the President invited the 165 INGO members of the INGO-Service association to the Ordinary General Assembly on Friday 12 April 2019. In this letter she mentioned the agenda and the proposed amendments to the Rules of Procedure (Annex 1).

As of 12 April, 116 members had paid their membership fees for 2018.

The registration was made at the entrance of the room from 13:45 to 14:30.

36 members who are up to date with their membership fees and have the right to vote have signed the registration form, 5 powers have been presented.

Several representatives of INGOs which are not member of INGO-Service were present to the meeting, too.

AGENDA:

President Annelise OESCHGER greeted the participants and thanked the members for their subscription.

She then introduced the members of the Bureau of INGO-Service present at the podium: Marie-Claire GALIBERT Vice-President, Heleen JANSEN Treasurer, Léon DUJARDIN, Assistant Secretary, in charge of the minutes of this meeting, Ascensio GARCIA, Secretary, being excused.

She mentioned the information stand held this week by the members of the Bureau and invited INGOs who had not yet paid their membership fees to do so and proposed that those present who knew INGO members of the Conference who were not yet members of INGO-Service invite them to join.

She then asked if there were any observations or remarks concerning the agenda to be made. Having no comments or observations, the President followed the agenda.

- 1 .** The agenda and the appointment of Léon DUJARDIN as rapporteur were approved unanimously.
- 2 .** The minutes of the General Assembly of 27 June 2018 – published on the website - were adopted unanimously, with no comments or questions raised by any member (Annex 2).
- 3.** Reading of the annual report by Marie-Claire GALIBERT, Vice-President.
This report was adopted unanimously (Annex 3).
- 4.** The profit and loss accounts for 2018 and the 2018 balance sheet of INGO-Service - which were

distributed at the time of the registration - were presented by Heleen JANSEN, Treasurer.
The President presented the report of Philippe BURCKLE, excused independent accountant.

To the question concerning expenditure of the integrated approach on gender equality, it was answered by Marie-José SCHMITT, Treasurer until June 2018, that it is included under the headings Board and Representation.

5 . The auditor, Philippe GROLLEAU, presented his report, which was adopted unanimously.

Quitus has been given to the Administrative Council. The accounts and the balance sheet were adopted unanimously, followed by thanks from the participants for the work done (Annexes 4 and 5).

6. The President presented the 2019 activities and the draft provisional budget.

She announced that it is proposed that part of the 2019 budget - €6,000 charged to previous reserves - be devoted to the attendance of young INGO representatives at the sessions of the Conference of INGOs in 2019.

The 2019 draft provisional budget was adopted with one abstention (see Annex 4).

7 . The Administrative Council proposes that the amounts of the membership fee for 2020 remain unchanged. The President only encouraged INGOs that can do so to pay more.

The amounts were approved unanimously.

8. Amendments to the rules of procedure:

a) Article 1: Elections to the Administrative Council – it is proposed to add a paragraph:

"The administrators exercise their function in their personal capacity. »

b) Article 5/2: Operating expenses – it is proposed to introduce an exception:

"Travel costs related to the mission of members of the Administrative Council of INGO-Service are not refunded except for one trip of the treasurer at the beginning of each year to Strasbourg. »

It was specified that the treasurer must be able to meet with the independent accountant at the beginning of the year before the accounts are closed.

These two amendments were adopted unanimously .

The agenda being exhausted, the meeting was adjourned.

ANNEXES - on the site under Documents 2019 and 2018:

1- Letter of invitation to the Ordinary General Assembly

2- Report GA 27 June 2018

3- Annual report 2018

4- Accounts 2018 and budget 2019

5- Balance sheet 2018

www.coe.int/fr/web/ingo/ingo-service

Report by Léon DUJARDIN