

ASSOCIATION OING-SERVICE

Maison des Associations

1, place des Orphelins, F - 67000 STRASBOURG

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Minutes of the Ordinary General Assembly

of 5 April 2022 from 16.45 to 17.45

in hybrid form (at Palais de l'Europe and by videoconference (KUDO))

adopted by the Ordinary General Assembly of 25 April 2023

On 19 March 2022 the President invited the member INGOs of the OING-Service Association and indicated the agenda.

15 members voting by card and 21 members voting by KUDO were present.

1) Welcome and adoption of the agenda

The President, Davide Capecci, welcomed the participants from the Council of Europe in Strasbourg. He recalled the use of the KUDO system and the voting procedure (by voting card for members present in the room respectively by KUDO for members participating by videoconference). Then he presented the agenda

The agenda was adopted unanimously.

2) Appointment rapporteur: Annelise Oeschger, secretary

3) The minutes of the Ordinary General Assembly of 15 December 2021 were adopted unanimously.

4) Presentation of the 2021 moral report by Marie-Claire GALIBERT, Vice-President. The 2021 moral report was adopted unanimously.

5) The profit and loss account and the balance sheet for 2021 were presented by Heleen JANSEN, treasurer, and Philippe BURCKLE, chartered accountant.

6) The report of the auditor is presented by Jean-Pierre Demange.

On question, Gerhard Ermischer, President of the Conference of INGOs of the Council of Europe, explained that in addition to the annual subsidy to OING-Service - currently €16'000 per year - which is subject to the principle of parity (the CoE does not give more than the sum of the contributions made by the INGOs) fixed by the Committee of Ministers since the introduction of the subsidy in 1994 the Council of Europe finances many activities of the Conference of INGOs. Gerhard is in regular contact with the Ministers' delegates regarding an increase in funding for the Conference of INGOs.

Discharge is given to the Board, with 29 votes in favour and 3 abstentions.

7) Presentation of the draft budget 2022 by Davide Capecchi

On this occasion, the President also presented the functioning of the funding for the Committees: Each Committee has a budget of 1'000 € in 2022 for free use, except for translations for which an explicit agreement from OING-Service is required. In addition to this amount, Committees may submit projects for funding (in whole or in part) by OING-Service. These projects will be discussed by the Standing Committee of the Conference of INGOs and the latter will decide whether or not to propose to OING-Service to finance them. OING-Service will consider a positive recommendation of the Standing Committee favourably, but remains free in its decision in the sense that a positive opinion of the Standing Committee does not oblige it to fund a project and does not determine the amount of this funding.

The 2022 budget was adopted unanimously.

8) Amount of membership fee 2023

The Board proposes to keep the same amounts as in 2022:

basic fee 150€ - support fee of 200€ or more - minimum fee of 100€ given the still tight financial situation of many INGO members.

This proposal was adopted unanimously.

9) Revision of the Rules of Procedure of OING-Service

Davide Capecchi explained that the Board considered it useful to revise the Rules of Procedure after the adoption of the new Statutes in October 2021. This was based on Art. 19 of the Statutes: "Rules of Procedure shall be drawn up by the Board, which shall then submit to the General Assembly for approval. They may be modified on the proposal of the Board by the General Assembly."

The present draft is more detailed and precise, e.g. concerning elections and claims for reimbursement, and allows for the reimbursement of expenses of members of the Bureau or the Board of OING-Service if no other fund can bear these expenses (art. 5 al. 2).

Following an observation, the President specified that the French version was authentic and that the English version would be finalised after adoption.

The revised Rules of Procedure were adopted unanimously with one abstention.

The President thanked the auditor, the accountant and the members of the Bureau for their work and their constructive commitment and closed the meeting.