



Minutes AFFIA Executive Committee 27/07/2017

Remote meeting – Skype for business
At 11:45 am, Bangkok time

Attending for AFFIA EXECOM

Mr Massimo Reverberi, President (MR)
Dr Wasaporn Chanput, Treasurer (WC)
Mrs Anne Deguerry, General secretary (AD)
Mr Bart Verstapen, R&D Coordinator (BV)

Attending for AFFIA Secretariat

Mr Nathan Preteseille AETS, coordinator (NP)

Dr Pajjit Sangchai, Vice-President (PS) is absent

This meeting is focus on the preparation of next General Assembly (GA)

1) Date, Time, and organisation:

- . The GA will take place on Friday 1st September, at 10:30 am in Bangkok, at AETS office (place to be confirmed firmly on the next EXECOM).
- . A light lunch will be organized, with remaining money on AFFIA account.
- . A relax dinner will be proposed to all members, everyone will pay his share.
- . Who does what:
 - Writing the Annual Report (MR)
 - Writing the Annual Financial Report (WC)
 - Writing the report on the modification of the statutes (AD)
 - Writing the invitation letter (AD) before 07 August
 - Writing the Proxy (AD) before 07 August
 - Writing the call for EXECOM candidature (NP) before 07 August. The EXECOM candidates will have to write their letter of intent, preferably before 20 August.

2) Preparation of next EXECOM meeting on 7 August 2017

On the 7th of August, EXECOM will have to vote on:

- . Agreement on Relationship AETS/AFFIA
- . Registration of the association (BV proposed to work on it)
- . Modification of the statutes to be proposed to the GA
- . Table of Membership fees for next year (2017-2018) to be proposed to the GA
- . Agreement on all documents to be sent to the member – as described above
- . GA AGENDA draft as below

- Roundtable of all members, proposed to make a presentation if they want for 5'
- Presentation of the Annual Report => VOTE
- Presentation of the Annual Financial Report => VOTE
- Presentation of the Modification of the statutes => VOTE
- Presentation of the Modification of membership fees => VOTE
- Agreement of the members => VOTE
- Presentation of the candidates to the EXECOM => VOTE
- Assessment & Prospects
- Group Pictures and Individual picture of all members

At 1:15 pm, the meeting was closed.

The President

The General Secretary