

October 2023 Board Meeting

Date: Tuesday 24th October 2023 from 19h to 00h30

Location: Teachers' Canteen Woluwe & Online (ZOOM)

Present in situ: Célia ALVES RODRIGUES – Eleonora APPONI-BATTINI – Vincent CATOT (as of 20h)
– Alexander CORNFORD – Catarina DUARTE GOMES – Andrew Janis FOLKMANIS – Pim
GESQUIERE – Andrea GRGIĆ – Nicolas LACROIX – Albert RÄDLER – Monika SZULYOSZKY –
Francesca TUDINI – Alberto TOSO – Christian VISANI – David ZELINGER

ZOOM: Ursula HÖNICH – Maija KNUTTI – Elita PETRAITIENĖ – Bettina SCHMIDBAUER-
MOGENSEN – Ulrike STOROST

Absent: Peter EDLIND

Others: Anja GALLE - Clémence EUGENE

All related documents were sent to the Board members before the meeting.

Agenda Points

1. Approval of the agenda

The Board unanimously approves the agenda.

2. Approval of the report of 23/05/2023

The Board votes on the report of the May board meeting.

11 votes for yes (Ursula Hönich, Célia Alves Rodrigues, Ulrike Storost, Christian Visani, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Catarina Duarte Gomes, Eleonora Apponi-Battini, Alberto Toso, Francesca Tudini) = 69% 5 votes for abstain (Pim Gesquiere, David Zelinger, Bettina Schmidbauer Mogensen, Andrea Grgić, Alexander Cornford) = 31%

Decision: the May Board meeting report is approved.

3. Approval of the report of 14/09/2023

The Board votes on the report of the September Board meeting.

11 votes for yes (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Ulrike Storost, Christian Visani, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitiene, Alexander Cornford, Eleonora Apponi-Battini, Francesca Tudini) = 73%, 1 vote for no (Catarina Duarte Gomes) = 7% and 3 votes for abstain (David Zelinger, Bettina Schmidbauer Mogensen, Andrea Grgić) = 20%

Decision: the September Board meeting is approved.

Discussion points & vote

1. APEEE Statutes

The Chair takes the floor to introduce the topic and observes that all discussions and comments were made during the two previous discussion meetings organised in October to exchange points of view.

The Chair underlines that the Statutes need to be updated and amended by the 1st of January 2024 for the APEEE to be legally operating after that date. The Chair states the members will be invited to vote on the two voting proposals, one from the working group and one from a member of the Board.

a. Approval of the APEEE Statutes to be presented to the EGM

The Board votes on the Statutes voting procedure.

10 votes for option 1 (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Monika Szulyovszky, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Andrea Grgić, Alexander Cornford) = 55%

8 votes for option 2 (Albert Rädler, Ulrike Storost, Christian Visani, David Zelinger, Francesca Tudini, Bettina Schmidbauer Mogensen, Eleonora Apponi-Battini, Catarina Duarte Gomes) = 45%

Decision: option 1 is approved with a 55% majority.

The chair introduces the voting of articles based on the comparative table provided by the Statutes working group.

Vote 1 - préambule (deletion).

(Pim Gesquiere, Ursula Hönich, Albert Rädler, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Eleonora Apponi-Battini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 100%

Decision: vote 1 is approved with a 100% majority.

Vote 2 - 1. Dénomination - Siège - But : Art 1

16 votes for yes (Pim Gesquiere, Ursula Hönich, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Alexander Cornford) = 84%, 1 vote for no (David Zelinger) = 5% and 2 votes for abstain (Albert Rädler, Catarina Duarte Gomes) = 11%

Decision: vote 2 is approved.

Vote 3 - 6. Divers

19 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 100%

Decision: vote 3 is approved with a 100% majority.

Vote 4 - 1. Dénomination - Siège - But : Art 2

18 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Eleonora Apponi-Battini, Célia Alves Rodrigues, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea

Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 100%

Decision: vote 4 is approved with a 100% majority.

Vote 5 - 5. Modification des Statuts - Dissolution de l'Association : Art 22

19 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 100%

Decision: vote 5 is approved with a 100% majority.

Vote 6 - 4. Conseil d'Administration : Art 13.1.A / Procédure Générale

19 votes for yes (Pim Gesquiere, Ursula Hönich, Vincent Catot, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 95% and 1 vote for abstain (Albert Rädler) = 5%.

Decision: vote 6 is approved with a 100% majority.

Vote 7 - 1. Dénomination - Siège - But : Art 3 paragraph 1

13 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Vincent Catot, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso, Alexander Cornford) = 65%, 7 votes for no (Eleonora Apponi-Battini, Christian Visani, Nicolas Lacroix, Francesca Tudini, Bettina Schmidbauer Mogensen, David Zelinger, Catarina Duarte Gomes) = 35%

Decision: vote 7 is approved with a 65% majority.

Vote 8 - 1. Dénomination - Siège - But : Art 3 paragraph 2

19 votes for yes (Pim Gesquiere, Ursula Hönich, Vincent Catot, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Catarina Duarte Gomes, Alexander Cornford) = 95% and 1 vote for no (Albert Rädler) = 5%.

Decision: vote 8 is approved with a 95% majority.

Vote 9 - 2. Membres – Organisation de l'Association : Art. 6 + Art 4 paragraph 2

17 votes for yes (Pim Gesquiere, Ursula Hönich, Vincent Catot, Eleonora Apponi-Battini, Célia Alves Rodrigues, Ulrike Storost, Monika Szulyovszky, Christian Visani, David Zelinger, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Andrea Grgić, Alberto Toso, Alexander Cornford) = 85% and 3 votes for no (Francesca Tudini, Albert Rädler, Catarina Duarte Gomes) = 15%.

Decision: vote 9 is approved with an 85% majority.

Vote 10 - 2. Membres – Organisation de l'Association : Art 4 paragraph 3

11 votes for yes (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Andrea Grgić, Monika Szulyovszky, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso, Alexander Cornford) = 55%, 7 votes for no (Eleonora Apponi-Battini, Ulrike Storost, Christian Visani, Francesca Tudini, Bettina Schmidbauer-Mogensen, David Zelinger, Catarina Duarte Gomes) = 35% and 2 votes for abstain (Albert Rädler, Vincent Catot) = 10%

Decision: vote 10 is approved with a 62% majority.

Vote 11 - 3. L'Assemblée Générale : Art 9 paragraph 3

18 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Alberto Toso, David Zelinger, Catarina Duarte Gomes, Alexander Cornford) = 90% 1 vote for no (Eleonora Apponi-Battini) = 5% and 1 vote for abstain (Francesca Tudini) = 5%

Decision: vote 11 is approved with a 95% majority.

Vote 12 - 3. L'Assemblée Générale : Art 9 paragraphs 7-8-9

14 votes for yes (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso, Alexander Cornford) = 70 %, 4 votes for no (Francesca Tudini, Bettina Schmidbauer-Mogensen, Catarina Duarte Gomes, Eleonora Apponi-Battini) = 20% and 2 votes for abstain (Albert Rädler, David Zelinger) = 10%

Decision: vote 12 is approved with a 77% majority.

Vote 13 - 4. Conseil d'Administration : Art 13.2 / Dispositions Particulières

14 votes for yes (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Alexander Cornford, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Elita Petraitienė, Alberto Toso) = 70 %, 4 votes for no (Nicolas Lacroix, Catarina Duarte Gomes, Eleonora Apponi-Battini, David Zelinger) = 20% and 2 votes for abstain (Bettina Schmidbauer-Mogensen, Albert Rädler) = 10%

Decision: vote 13 is approved with a 77% majority.

Vote 14 - 4. Conseil d'Administration : Art 20

16 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Alberto Toso) = 80 %, 3 votes for no (Catarina Duarte Gomes, Eleonora Apponi-Battini, David Zelinger) = 15% and 1 vote for abstain (Francesca Tudini) = 5%

Decision: vote 14 is approved with an 85% majority.

Vote 15 - 4. Conseil d'Administration : Art 20 paragraph 1

15 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Francesca Tadini, Maija Knutti, Elita Petraitienė, Bettina Schmidbauer-Mogensen, Alberto Toso) = 79%, 3 votes for no (Catarina Duarte Gomes, Christian Visani) = 16% and 1 vote for abstain (Andrew Janis Folkmanis) = 5%

Decision: vote 15 is approved with an 83% majority.

Vote 16 - 4. Conseil d'Administration : Art 17 (articles moved from the Rules of Procedure)

14 votes for yes (Pim Gesquiere, Ursula Hönich, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso) = 70%, 5 votes for no (Albert Rädler, Francesca Tadini, Bettina Schmidbauer-Mogensen, David Zelinger, Catarina Duarte Gomes) = 25%, 1 vote for abstain (Eleonora Apponi-Battini) = 5%

Decision: vote 16 is approved with a 74% majority.

Vote 17 - 3. L'Assemblée Générale : Art 12

16 votes for yes (Pim Gesquiere, Ursula Hönich, Eleonora Apponi-Battini, Célia Alves Rodrigues, Andrea Grgić, Ulrike Storost, Monika Szulyovszky, Christian Visani, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tadini, Maija Knutti, Elita Petraitienė, Alberto Toso) = 84%, 1 vote for no (Bettina Schmidbauer-Mogensen) = 5%, 2 votes for abstain (Albert Rädler, Catarina Duarte Gomes) = 11%

Decision: vote 17 is approved with a 95% majority.

The Chair takes the floor to introduce the proposals for two articles shared upfront by two members of the Statutes Update working group, who wish to provide an alternative text to the ones drafted by the Statutes Update working group.

Some Board members of the Statutes working group disagree with the process. They state that there was a vote on two lists. One list was voted. Now mid-way the process, the other list is again introduced in the process. They state that following the initial vote, the working group's proposed version should still be followed.

The Chair allows the alternatives to be put up for a vote and gives the floor to E. Apponi-Battini to introduce the alternative draft paragraph proposed for Article 17. The chair also gives the floor to the WG coordinator statutes update P. Gesquiere to comment on the proposal. P. Gesquiere declines and states that he disagrees with the process that has been followed.

Members are invited to vote either for proposal 1 (brought forward by the working group), proposal 2 (alternative brought forward by a member of the working group E. Apponi-Battini) or abstention.

Vote 18 - 4. Conseil d'Administration : Art 17

8 votes for proposal 1 (WG) (Pim Gesquiere, Célia Alves Rodrigues, Andrea Grgić, Monika Szulyovszky, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso) = 40%, 12 votes for proposal 2 (EAB) (Ursula Hönich, Albert Rädler, Ulrike Storost, David Zelinger, Christian Visani, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Francesca Tadini, Bettina Schmidbauer Mogensen, Catarina

Duarte Gomes, Eleonora Apponi-Battini) = 60%

Decision: proposal 2 is approved with a 60% majority.

The Chair gives the floor to Ms F. Tudini to introduce the alternative paragraph proposed for article 14. The Chair also gives the floor to the WG coordinator statutes update P. Gesquiere to comment on the proposal. P. Gesquiere declines and states that he disagrees with the process that has been followed.

Members are invited to vote either for proposal 1 (brought forward by the working group), proposal 2 (alternative brought forward by a member of the working group Ms Tudini) or abstention.

Vote 19 - 4. Conseil d'Administration : Art 14

9 votes for proposal 1 (WG) (Pim Gesquiere, Célia Alves Rodrigues, Andrea Grgić, Monika Szulyovszky, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Elita Petraitienė, Alberto Toso) = 45%, 10 votes for proposal 2 (FT) (Ursula Hönich, Albert Rädler, Ulrike Storost, Eleonora Apponi Battini, Christian Visani, Vincent Catot, Francesca Tudini, Bettina Schmidbauer Mogensen, David Zelinger, Catarina Duarte Gomes) = 50% 1 vote for abstain (Alexander Cornford) = 5%

Decision: proposal 2 is approved.

The Statutes as voted will be presented to the Extraordinary General Meeting (EGM) for approval.

Célia Alves Rodrigues makes a statement for the record *"I want to resign from the Statutes working group, because I feel that it should be democratic, but we should also respect the decisions we took when we established the working group"*.

Following this statement, a member takes the floor and underlines that it was decided the working group would make a proposal and the Board would decide.

Andrea Grgić makes a statement for the record *"I object to how the voting has been done, because the proposals introduced by the members were not discussed in the Board nor in the working group"*.

David Zelinger makes a statement for the record *"from my understanding, for the sake of efficiency, as was announced at the beginning of the meeting, no discussions on the proposals were to be conducted this evening"*.

Elita Petraitienė makes a statement for the record *"I want to resign from the Statutes Working group"*.

The Working Group Coordinator Statutes Update P. Gesquiere stated that the board decided in April 2023 on a process whereby the Working Group reviewed the statutes article by article, word by word, based on the proposal made by maître S. Parsa. All Working Group members were able to express their opinions, and the result of the statutes is a compromise as the result of those discussions. P. Gesquiere states that the modifications introduced 48 hours prior to the board meeting have not followed the review process applied by the Working Group. P. Gesquiere states that he regrets that the board does not follow the process to which it has asked the Working Group to commit itself.

b. Fix date online for approval of the EGM agenda & Electoral Office

The Chair takes the floor to inform the Board that it will need an extraordinary Board meeting to approve the EGM agenda and the Electoral Office members. To comply with the Statutes, all documentation must be sent to the class representatives one month before the EGM (scheduled on

the 7th December), which leads to a deadline of the 7th November 2023. Therefore, the Chair suggests an online meeting of one hour or less on Friday 3rd November 2023 at 12h30.

The Chair invites the Statutes Update working group Coordinator to discuss the call for the Electoral Office during their meeting on Thursday 26th October 2023.

Action Point: Statutes Update working group to discuss the Electoral Office.

Action Point: C. Eugene to send a save the date for the 3rd November 2023 at 12h30.

c. Approval of price offer voting company for voting system for the EGM

The APEEE Director takes the floor to introduce the price offer and inform the Board that OneTec has been working with the APEEE for the past three AGMs as well as the APEEE Laeken. OneTec knows what the APEEE needs, its questioning system, and the voting requirements (percentages, etc). The price offer is in line with the price offer of the past 3 AGM's.

The members vote on the approval of the price offer of the voting company OneTec for the EGM.

15 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Eleonora Apponi-Battini, Monika Szulyovszky, Christian Visani, Vincent Catot, Alexander Cornford, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Bettina Schmidbauer-Mogensen, Catarina Duarte Gomes) = 79%, 1 vote for no (Célia Alves Rodrigues) = 5%, 3 votes for abstain (Ulrike Storost, Elita Petraitienė, Alberto Toso) = 16%.

Decision: The voting company OneTec's price offer is approved.

d. Approval of the notary fee for the EGM

The Vice President for Administrative Affairs takes the floor to present the offer of the notary (who has assisted APEEE Bxl III), who would carry out the deed of amendment of the Statutes (including the preparation of the deed of the Statutes provided, the attendance at the EGM, the publication in the Moniteur Belge, the VAT, etc).

The price offer is of 2.300€ (services listed above included).

17 votes for yes (Pim Gesquiere, Ursula Hönich, Albert Rädler, Ulrike Storost, Eleonora Apponi-Battini, Christian Visani, Vincent Catot, Nicolas Lacroix, Andrew Janis Folkmanis, Francesca Tudini, Maija Knutti, Monika Szulyovszky, David Zelinger, Elita Petraitienė, Bettina Schmidbauer Mogensen, Alberto Toso, Catarina Duarte Gomes) = 95% and 1 vote for abstain (Alexander Cornford) = 5%.

Decision: the notary fee is approved.

2. Financial report 2022-2023

a. Approval of the financial report to be presented to the AGM

The Financial Report 2022-2023 was mailed to the Board on Wednesday 18/10/2023. A copy of the report of the budget working group meeting of 3/10/2023, during which the financial accounts were discussed, was mailed to the Board on Sunday 22/10/2023.

The Chair takes the floor and presents the financial report for 2022-2023, going over the services, the Affaires Générales and the Social Fund end-of-year overview. The Chair states the APEEE has made a 392,026.26€ surplus for the year 2022-2023.

The transport and canteen services make a surplus in 2022-2023, while the extra-curricular activities service makes a deficit of 11.231,62€. The reasons for this small deficit are:

- The deficit can partly be explained by the service not meeting the expected number of registrations.
- Further, the deficit can also be explained by the fact the families have the opportunity to cancel during the year and receive a credit note. In the past parents were invoiced for the entire school year and no credit note was issued when there was a cancellation after a certain date, therefore revenue was guaranteed for the service. Because of the change of the IT platform, and while awaiting the implementation of the voucher system, the parents are only invoiced per trimester and when they cancel, they receive a credit note. This has resulted in a lot more cancellations & credit notes, and fewer registrations in the 2nd and 3rd trimesters.

Following a question, the members discuss the Terms and conditions applied to the services. One member states the APEEE cancels access to the services when parents do not pay their invoices. The APEEE director takes the floor and informs the Board of the practice which has been in place in the APEEE for multiple years, stating after a minimum of 6 written reminders, service accesses are cancelled. However, if a child presents themselves to the bus in the morning, at the canteen at lunchtime or at the supervision in the afternoon, they are not denied the service. Following the lunch or the transport pick-up or the supervision pick-up, parents are informed their access has been cancelled for the following day, and they are kindly requested to contact the finance department. The Director ends her statement.

Board members propose that the process, which has been in place for many years, needs to be updated and reviewed. The Chair agrees and invites the Coordinator of the Legal, Ethics & Statutes WG to review the procedure.

The Board discusses the IT project and how the IT costs are spread over the APEEE services. J. Danan, Finance Manager and project Manager takes the floor to provide context to the IT project and investments. The Chair states a parent volunteer, who is a project manager and IT expert will look into the IT project management and make an analysis for the Board and AGM.

Pim Gesquiere makes a statement for the record *"In terms of process, there is never a background document on the financial report. Requests a document to explain the report, as reading the information in the minutes of the Budget meetings is not helpful. A proper document on the financial report, that the Board can read beforehand, is important. Secondly, the APEEE needs to have proper financial procedures, which were also recommended by the auditor and announced at the last AGM"*.

The current financial procedure is the Delegation of Authority.

Agreement to raise the issue with the auditor when they participate in the next board meeting on 13th November 2023.

Action Point: Ask the Auditor for advice on the financial procedures.

Andrea Grgić makes a statement for the record *"I will vote no to the financial accounts as a PÉriscolaire member. The périscolaire working group is the only service running with a loss, my vote is motivated by the fact that the working group has never met to discuss the services, the budget, how the registrations are run, or the financial loss (shared in the financial accounts)"*.

12 votes yes (Ursula Hönich, Albert Rädler, Ulrike Storost, David Zelinger, Francesca Tudini, Nicolas Lacroix, Monika Szulyovszky, Andrew Janis Folkmanis, Maija Knutti, Bettina Schmidbauer Mogensen, Catarina Duarte Gomes, Eleonora Apponi-Battini) = 60%, 2 votes for no (Pim Gesquiere, Andrea Grgić)

= 10% and 6 votes for abstain (Elita Petraitienė, Christian Visani, Vincent Catot, Alexander Cornford, Célia Alves Rodrigues, Albert Toso) = 30%

Decision: the Financial Report 2022-2023 is approved.

3. Budget 2023-2024

a. Approval of the budget for 2023-2024 & Price setting for 2023-2024 service

The draft budget 2023-2024 was mailed to the Board on Wednesday 18/10/2023. Copy of the report of the budget working group meeting of 16/10/2023, during which the draft budget was discussed, was mailed to the Board on Sunday 22/10/2023.

The Treasurer takes the floor to introduce the budget for 2023-2024 and presents the percentage increases for each service.

- Périscolaire activities: +6%
- Canteen: no raise (6.36€ / 7.25€ / 7.64€)
- Transport: + 17.37% (2.231,55€)

The Board discusses the cafeteria model and how the waiting line for the students can be reduced, the price increase for the périscolaire service, the price increase for the transport service, the IT investments and amortisation.

For the canteen budget, the request is made by the Canteen working group coordinator, in order to help reduce the waiting line, to add a 3rd person to the cafeteria to serve the students and add this cost to the current canteen budget.

For the périscolaire service, a price increase of 6% is proposed, in order to achieve a break-even, in case additional revenue is obtained during the school year of 100.000€. The reasons for the price increase are:

- There are at least 8 périscolaire staff members more than last year, due to the new Friday afternoon organisation in general and this year more staff was also needed in Woluwe to help to get the children from the canteen to the entrance when parents pick them up. This will improve once the périscolaire IT application is ready.
- Due to the Friday afternoon organisation, the APEEE supervision staff starts to work at 12:00 instead of at 15:00. They work 3 hours more every Friday, in comparison with last year.
- Due to the move of P1-P2 pupils only 344 registrations to activities were noted in 2023-2024, while in 2022-2023 there were 583 registrations for the P1-P2. We hope that once the pupils are back, some of them will still be registered this year.
- The total number of available activities has remained the same, but the overall % of occupancy of the group activities has decreased from 85% to 65%. This means that there are fewer children registered per group activity.
- The overhead costs have increased in general, due to more staff at the APEEE and the overall APEEE IT development. These overhead costs (accounting department staff, Communication, IT staff, Director, IT costs etc) are calculated as a % of the turnover for each service.
- Indexation applies to the salaries, as regulated by Belgian law.

For the transport service, a price increase of 17,37% is proposed. The reasons for the price increase are:

- Bus supervisors will be organised for all the buses at the departure of 16:20.

- 16.40% indexation for the bus companies
- Organisation of the temporary move of P1&P2 pupils required shuttles every day until 27/10/2023, as well as additional buses.

Following its discussion, the Board is invited to vote on the Budget for the 2023-2024 school year.

Andrea Grgić makes a statement for the record *“I vote against the Périscolaire price rise of 6% as no working group meetings were organised apart from March and May”*.

Célia Alves Rodrigues makes a statement for the record: *“I will vote no for the budget as I don’t agree with the price increase in Périscolaire as there was no detailed explanation on the losses that occurred this year.”*

14 votes for yes (Pim Gesquiere, Ursula Hönich, David Zelinger, Albert Rädler, Ulrike Storost, Christian Visani, Nicolas Lacroix, Andrew Janis Folkmanis, Eleonora Apponi-Battini, Francesca Tadini, Maija Knutti, Monika Szulyovszky, Bettina Schmidbauer Mogensen, Catarina Duarte Gomes) = 74%, 2 votes for no (Andrea Grgić, Célia Alves Rodrigues) = 10% and 3 votes for abstain (Elita Petraitienė, Alberto Toso, Alexander Cornford) = 16%

Decision: the 2023-2024 Budget is approved, taking into account the cost for the additional person in the cafeteria.

b. Price offer for IT invoicing system

The Treasurer presents the IT invoicing system and their proposal to implement an “activity swap” solution for the périscolaire part of the invoicing system.

P. Gesquiere states that he will vote no. A background note should have been provided explaining all the issues at stake and possible mitigation measures. This background note would in particular be needed in view of the history of the IT file and decisions being taken based on limited information but with substantial financial consequences. In addition, P. Gesquiere states that the time is beyond 11 p.m., everybody is tired, and does not fully understand what they are voting for.

10 votes for yes (Albert Rädler, David Zelinger, Christian Visani, Nicolas Lacroix, Andrew Janis Folkmanis, Maija Knutti, Eleonora Apponi-Battini, Bettina Schmidbauer Mogensen, Catarina Duarte Gomes, Monika Szulyovszky) = 62% 3 votes for no (Pim Gesquiere, Célia Alves Rodrigues, Andrea Grgić) = 19% and 3 votes for abstain (Alberto Toso, Alexander Cornford, Francesca Tadini) = 19%

Decision: the IT invoicing system offer is approved.

4. Approval of the price offer for the audit of canteens

The Health, Safety & Security Working group coordinator takes the floor to inform the Board that, following an incident involving not having published the change of allergens concerning the afternoon snacks of the Woluwe OIB on the website, he has contacted a company to request a quote for an audit of each canteen in EEB2 (Woluwe & Evere). The price offer is 1.350€ VAT excluded for each of the canteens.

The audit would analyse labelling, the cold chain, procedures, allergens policy, noise level etc.

The APEEE Director takes the floor to present the current procedures for the canteen. 4 audits are carried out every year by Euro Consultants in Woluwe and in Evere. One audit which is announced at the end of the year, and 3 punctual audits, not announced.

As the allergen check was not specified at the time of the incident, the canteen manager of the Woluwe

canteen took the initiative of asking the audit company to provide a price offer to add an allergen policy check to the audits. The price offer for the allergen check is 110€ VAT excluded and will be carried out by Euro Consultants at the audit at the end of this year. The APEEE Director welcomes additional verifications and audits if needed.

The members discuss the price offer, as the amount, following the delegation of authority can be validated by the head of the service and or APEEE Director, there is no need for Board approval.

The members also discuss additional solutions for an allergy procedure in other APEEE services (périscolaire), and the suggestion of hiring a nurse during the Periscolaire activities' hours: 15h30 – 18h30.

AOB.

The September Board meeting had foreseen a follow-up on the procedure for the pick-up of the OIB garderie. A new procedure has been set up by the school in the meantime and improved the situation so that the topic was not tabled at this Board meeting.

The following agenda points could not been treated:

1. **Future of the Evere site.**
2. **Canteen working group.**
3. **Mandatory school trips – questions & complaints.**
4. **No-fly policy for mandatory school trips – calls for revision.**

Meeting ended at 00h30.

Next Extraordinary Board meeting is scheduled for Friday 3rd November 2023, online.