

Association des parents d'élèves de l'école européenne de Bruxelles IV

Parents Association of the European School, Brussels IV
Elternvereinigung der Europäischen Schule Brüssel IV
Associazione dei genitori della Scuola Europea di Bruxelles IV
Oudervereniging van de Europese School Brussel IV



Board Meeting/Réunion du Conseil d'Administration

Brussels Thursday 15th December 2011

European Commission, J-79 2/03, 1040 Bruxelles: 12.00-14.30

MINUTES

Present: Serge Lebel, Horst Nickel, Aedín O'Byrne, Eric Piettre, Roberto Sabatini, Joëlle Salmon, Erika Schulze, Martina Sindelar.

Absent (excused): Isabelle Mangold-Lecocq, Monika Paulus, Carola Streul, Ralph Wischermann

Absent: Antonio Cenini, Antonino De Lorenzo, Marc Henriques de Granada, Holger Plumhoff, Raluca Popa, Sergio Giovanni.

The following delegations have been sent for this meeting:

1. Isabelle Mangold-Lecocq gave a proxy to Erika Schulze or Joëlle Salmon
2. Monika Paulus gave a proxy to Erika Schulze
3. Ralph Wischermann gave a proxy to Horst Nickels or Joëlle Salmon.

Horst Nickels chaired the meeting

Agenda

1. **Adoption of agenda**
2. **Responsibilities of the Director/Authorisation for payments**
3. **Erika's proposal for a resolution on the lessons learnt from the establishment of EEB4**
4. **AOB**

1. Adoption of agenda

The agenda was adopted.

2. Responsibilities of the Director Authorisation for payments

Referring to some inconvenient constraints on signature delegation and limits on payment amounts with the bank (for e.g. when paying transport company bills or salaries) Eric set out some possible ways to circumvent these problems. The bank proposed to have 2 signatures (the President and the Treasurer) and 2 delegated signatures.

The question is:

- who is allowed to sign
- what should the limit be (a higher limit makes it faster to process money transfers)

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Eric is asked to deal with Delta Lloyd Bank to raise the limit for weekly payments. Eric is also asked to check 4 or 5 other banks for their conditions on these issues.

The following decisions were taken:

Decision 20111215-1: The CA decided (9 pros,1 abstention) the Director is entitled to sign bank payments.

Decision 20111215-2: The CA (10/10 pros) decided Joëlle Salmon, Vice-President for Administrative Affairs is entitled to sign bank payments.

Decision 20111215-3: The CA decided (10/10 pros) that Erika Schulze should be a member of the "Bureau".

3. Erika's proposal for a resolution on the lessons learnt from the establishment of EEB4

Erika had written a document to be presented to the GA for amendment and adoption, and then be sent to the Board of Governors.

Decision 20111215-4: The CA decides (10/09) to put this item on the GA agenda.

4. AOB

Eric was asked to prepare a detailed document on operational aspects of the removal to Laeken: (Furniture, kitchen equipment, ...). This document should then be sent to Mr Schlabe.