



**Minutes of the Executive Committee meeting of
Wednesday & Thursday 24 & 25 June 2015
in Vilnius, Lithuania**

Present: See Annex 1.

Minutes: Richard Dowling (Secretary)

Apologies for absence: None.

(1) Opening Remarks

JH opened the meeting and thanked Lithuanian Customs for hosting both the meeting and the shooting competition. JH passed on the apologies of Alonas Ritvas, Lithuanian representative, that he could not attend, as he was engaged in organising the shooting competition.

(2) Minutes of Previous Meeting

The minutes of the EC meeting of 06 February 2015 were agreed as a true and fair record.

(3) Matters Arising

JH said that Croatia was interested in joining the Association. AK said that a contact of his in the World Customs organisation was trying to find out contact names in Spanish and Portuguese Customs.

RD reminded EC members to update him on progress with action points in good time before EC meetings, thus saving time during the meetings themselves.

See Annex 2 for an update on all action points.

(4) Treasurer's Report

SMH issued two documents, a summary of receipts and payments and a balance sheet with budgeted figures alongside each category for comparison. The balance as at 23 June 2015 was €14,201.69. All outstanding subscriptions have now been paid.

SMH explained the polo shirt costs.

There was a discussion about how to deal with countries that don't pay their subscriptions on time. It was noted that under the Rules the EC could bar participation in events but no view was taken as to particular circumstances in which this power could or could not be used.

(5) Communications

JK showed the meeting the recently revamped website. Various suggestions were accepted as to modifications, including the creation of an Archive section for information more than three years old. It was agreed to change the website provider to one in Finland.

Action Point 15/15: TdG, RD and LL to produce as comprehensive as possible a list of all events and meetings back to 1992 and send to JK.

Action Point 16/15: RD and JH to send JK copies of all minutes prior to the 2011 AGM as well as copies of old constitutions and rules.

Action Point 17/15: JH to write out to all Member States asking them to check and update their web pages.

Action Point 18/15: JK to move the website provider to one in Finland.

Action Point 19/15: TdG to inform the current website provider that we will be moving the website by 31 December 2015.

Action Point 20/15: JH to obtain essential information about the website from JK so that it can still be run if JK is unavailable.

(6) Promotional Items

JH said that there were only about 10 lapel pins left. It was agreed not to order any more. It was agreed to investigate the possibility of promotional coffee mugs.

Action point 21/15: TdG to get quotes for ECSA coffee mugs.

MP presented the lanyard samples to the meeting. He advised costs would be as follows:

Option	Quantity	Cost (€)	Quantity	Cost (€)
1	1,000	634.44	4,000	2,342.00
2 (clip)	1,000	744.45	4,000	2,781.60
3 (clip and removable tag)	1,000	951.00	4,000	3,611.00

After some discussion it was agreed to purchase 2,000 of option 2.

Action Point 22/15: MP to order 2,000 lanyards.

It was agreed that lanyards should be given to participants at events and a limited number (10 or 20) to each country attending the AGM.

It was agreed that when a small version of the logo is used, the Association's name can be abbreviated to E.C.S.A. if space does not permit use of the full name.

It was agreed that old promotional items bearing the old logo could still be used until stocks ran out.

It was agreed to explore the idea of an online ECSA shop, selling things such as jackets, at the AGM.

Action Point 23/15: RD to put ECSA online shop on the agenda for the AGM.

(7) DG Club meeting in Bratislava

JH updated the meeting on our presentation at this event. He said that the Czech Deputy DG had given the presentation on our behalf, showing our video and giving out leaflets. JH said that the feedback he had received showed that the presentation had gone very well, generating quite a lot of interest. JH thanked Slovak Customs for facilitating the presentation.

(8) Annual General Meeting

JH reminded the meeting that LL's term as Vice-President ran out this year, following which he would remain on the EC as a non-voting member for a further year.

AK confirmed that he was interested in running for Vice-President if he received support from his administration.

Daniel Koener of Luxembourg, Palle Lundborg of Sweden and Alonas Ritvas of Lithuania are potentially interested in filling EC Ordinary Member vacancies, although at least some of them would need to confirm the support of their administrations. TdG said that he would be willing to fill a vacancy if there were no other candidates.

TdG asked if he could be informed as to how many Member States would be attending the AGM and how many of the delegates attending would be bringing their partners.

Action Point 24/15: JH to write to all Member States asking if they will be attending the AGM and, if so, whether would delegates be bringing their partners.

(9) Shooting Competition

This was briefly discussed, TdG giving an update. He said that the finalised version of the competition rules was nearly ready.

(10) Guidelines for Organisers of Meetings

It was agreed that the following were desirable features of meetings:

- Clear, comprehensive information well in advance;
- Pick-up from the airport or information as to how to get to the hotel;
- A reasonably priced hotel close to the meeting venue;
- Holding the meeting in a Customs administration building where possible;
- Information as to the dress code (and whether the DG or another senior person would be present);
- The host Member State's delegate to be present at the meeting;
- Internet access in the meeting room;
- If lunch not provided (sandwiches OK), information as to where to get lunch;
- A social programme is not essential for EC meetings;
- Transport from the hotel to the airport or information as to how to travel to the airport;
- Details of a contact person in case of difficulty.

The meeting agreed that with the exception of the first point (clear, comprehensive information well in advance), the above points were not essential and that member States should not feel dissuaded from offering to host meetings simply because they could not fulfill all of the criteria. In the event of uncertainty, a Member State should contact JH.

(11) Calendar

2015

Events and meetings were agreed for 2015; see Annex 3.

The need for proper invitations to events was agreed.

Action Point 25/15: TdG to write to Vincent Caru stating that he cannot send runners to the French running event without a formal invitation.

It was agreed that the volleyball tournament could consist of men's and women's events in addition to the mixed event, if there was sufficient demand for these additional events. It was agreed that the mixed event would take place as a formal invitation to it had already been issued and thus people might already have booked travel tickets.

Action Point 26/15: JH to get Bernie Sik to invite expressions of interest for men's and women's competitions at the volleyball tournament, in addition to the mixed event.

Action point 27/15: JH to see if Turkey will enter a team or teams in the volleyball tournament.

Action Point 28/15: MP to advise JH and Bernie Sik if Italy can participate in the volleyball tournament.

Action Point 29/15: MP to see if France can participate in the volleyball tournament.

Events and meetings were agreed for 2016; see Annex 4.

Action Point 30/15: JH to write to Slovakia and Austria to see if either of them can host the January 2016 EC meeting.

(12) Any Other Business

MP suggested the possibility of a stand at the Europe Day 2017 event (Saturday 09 May) in Brussels, in co-operation with TAXUD and/or at the Brussels 20K in 2017, to mark the 25th anniversary of the Association.

Action Point 31/15: RD to add ideas for marking ECSC's 25th anniversary to the agenda for the AGM.

TdG said that some Member States might be sending retired Customs officers to events. It was agreed that only serving Customs officers should attend events.

It was agreed to consider the idea of entering an ECSC team into an event at the 2017 World Police & Fire Games.

Arrangements for Next Meeting

The 2015 Annual General Meeting will take place in the Netherlands on Friday 09 October 2015.

**RICHARD DOWLING
SECRETARY
30 JUNE 2015**

Annex 1

Persons present and apologies received

Name	Role	Present/Apologies
Jan Hlinka (JH)	President	Present
Lasse Lehtokangas (LL)	Vice-President	Present
Richard Dowling (RD)	Secretary	Present
Svend-Mandel Hansen (SMH)	Treasurer	Present (part)
Marco Paladino (MP)	Ordinary Member	Present (part)
Andreas Krueckeberg (AK)	Ordinary Member	Present
	Ordinary Member	Vacancy
Theo de Goeijen (TdG)	Co-Opted Member	Present
Janne Kallio (JK)	Webmaster	Present

Annex 2

Update on Action Points Taken Forward from Previous Meeting(s)

AP	BY	ACTION POINT
		From Annual General Meeting of 01 October 2010
09/11	ALL	Representatives having information about how ECSA contacts have benefitted member state administrations to send this to JH.
		<i>Ongoing.</i>
		From Annual General Meeting of 11 October 2013
01/14	AK	AK to explore the possibility of a solo German or a joint German-Dutch sniffer dog competition.
		<i>Ongoing.</i>
		From Executive Committee meeting of 30 May 2014
30/14	JH	JH to contact Austria to confirm the Customs Fit Check dates.
		<i>Discharged, Customs Fit Check postponed to a date as yet unspecified, JH will pursue.</i>
		From Annual General Meeting of 10 October 2014
01/15	JH	JH to approach Isobel Maltby of TAXUD for help identifying possible sources of funding for the sniffer dog competition.
		<i>Discharged, unlikely TAXUD can supply any funding but might be able to fund some promotional items. Isobel will see whether TAXUD might be interested in becoming a subscribing member of the Association.</i>
03/15	JK	Janne Kallio to send the EC a short report before each meeting outlining what he thinks needs attention on the website.
		<i>Discharged, nothing particular to report this time.</i>
		From Executive Committee meeting of 06 February 2015
06/15	AK	AK to see if German Customs can produce the leaflet for free.
		<i>Discharged, German Customs can produce 500 leaflets for free and hopefully more at a later date.</i>
07/15	MP	MP to revise the back page of the leaflet, to eliminate large gaps between letters in the words and the leaflet can then go for printing.
		<i>Discharged.</i>
08/15	JH	JH to get an update from Palle Lundborg on progress with the polo shirt order.
		<i>Discharged, polo shirts now in stock with Palle Lundborg.</i>
09/15	TdG	TdG to order 1,500 pens at a cost of €1,675.
		<i>Discharged, TdG bought some of the pens with him.</i>
10/15	TdG	TdG to order 6 roll-up banners for €300.
		<i>Discharged.</i>

11/15	MP	MP to order 100 lanyards at a cost of around €200.
		<i>Discharged, MP bought samples with him.</i>
12/15	JH	JH to get Alonas Ritvas to confirm the exact dates of the shooting competition and to issue the official invitation.
		<i>Discharged.</i>
13/15	TdG	TdG to confirm by 01 March 2015 whether the Netherlands can host the AGM.
		<i>Discharged, the Netherlands will host on 09 October 2015.</i>
14/15	JH	JH to inform all Member States of the forthcoming vacancy in the Vice-Presidency and invite interested candidates to attend the June EC meeting to make a presentation on what they would bring to the role.
		<i>Discharged, only AK expressed an interest.</i>
15/15	RD	RD to put Guidelines for Organisers of Meetings on the agenda for the next EC meeting.
		<i>Discharged 09/02/2015.</i>

Annex 3

Events & Meetings in 2015

Activity	Date	Member State	Comments
EC meeting	06 February	Ireland	Dublin
Skiing	01 - 08 March	Italy	Nr Trento
Table Tennis	20 - 24 May	Poland	Swider
Running	31 May	Belgium	Brussels
EC meeting	24 - 25 June	Lithuania	Vilnius
Shooting	25 - 26 June	Lithuania	Vilnius
Walking	21 - 25 July	Netherlands	Nijmegen
Running	04 - 06 September	Czech Republic	10K & 1 mile
Cycling	18 September	United Kingdom	Ipswich
Tenpin bowling	18 September	United Kingdom	London
Marathon	03 - 04 October	Košice	Slovakia
AGM	09 October	Netherlands	To be advised
Running	16 October	France	Cisoin
Volleyball	13 - 14 November	Hungary	Budapest

Note

Activities in *italics* are not yet confirmed.

Annex 4

Events & Meetings in 2016

Activity	Date	Member State	Comments
<i>EC meeting</i>	<i>29/01 or 05/02</i>	<i>Slovakia or Austria?</i>	
Skiing	February or March	Italy	
Table Tennis	Mid-May	Poland	
Fit Check	<i>May</i>	<i>Austria</i>	
Football	20 May	France	Taissy, Rheims
Running	29 May	Belgium	Brussels
EC meeting	03 June	Denmark	Copenhagen
<i>Shooting</i>	<i>June</i>	<i>Hungary</i>	<i>Budapest</i>
Walking	July	Netherlands	Nijmegen
<i>Golf</i>	<i>September?</i>	<i>Italy?</i>	<i>Or Sweden</i>
Running	Early September	Czech Republic	10K & 1 mile
<i>Cycling</i>	<i>September</i>	<i>UK?</i>	
AGM	Late Sept/early Oct	<i>Luxembourg</i>	
<i>Marathon</i>	<i>Early October</i>	<i>Budapest</i>	<i>Hungary</i>
Running	October	France	?

Note

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Annex 5

Record of Action Points taken forward

AP	BY	ACTION POINT
		From Annual General Meeting of 01 October 2010
09/11	ALL	Representatives having information about how ECSA contacts have benefitted member state administrations to send this to JH.
		From Annual General Meeting of 11 October 2013
01/14	AK	AK to explore the possibility of a solo German or a joint German-Dutch sniffer dog competition.
		From EC meeting of 24/25 June 2015
15/15	TdG /RD /LL	TdG, RD and LL to produce as comprehensive as possible a list of all events and meetings back to 1992 and send to JK.
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18/15	JK	JK to move the website provider to one in Finland.
19/15	TdG	TdG to inform the current website provider that we will be moving the website by 31 December 2015.
20/15	JH	JH to obtain essential information about the website from JK so that it can still be run if JK is unavailable.
21/15	TdG	TdG to get quotes for ECSA coffee mugs.
22/15	MP	MP to order 2,000 lanyards.
23/15	RD	RD to put ECSA online shop on the agenda for the AGM.
24/15	JH	JH to write to all Member States asking if they will be attending the AGM and, if so, whether delegates would be bringing their partners.
25/15	TdG	TdG to write to Vincent Caru stating that he cannot send runners to the French running event without a formal invitation.
26/15	JH	JH to get Bernie Sik to invite expressions of interest for men's and women's competitions at the volleyball tournament, in addition to the mixed event.
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28/15	MP	MP to advise JH and Bernie Sik if Italy can participate in the volleyball tournament.
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30/15	JH	JH to write to Slovakia and Austria to see if either of them can host the January 2016 EC meeting.

31/15	RD	RD to add ideas for marking ECSA's 25th anniversary to the agenda for the AGM.
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