



Minutes of the Annual General Meeting of 01st October 2010 at Brussels, Belgium

Present: Netherlands: Theo de Goeijen, President (TdG);
Finland: Lasse Lehtokangas, Vice-President (LL);
Luxembourg: Daniel Koener, Treasurer (DK);
United Kingdom: Andrea Scott-Lewis (ASL), Richard Dowling (RD);
Belgium: Lieven Muylaert (LM), Katrin de Wachter (KdW);
Italy: Marco Paladino (MP), Giampiero Piacentini (GP);
Malta: Frank Agius (FA), Saviour Balzan (SB);
Denmark: Svend Mandel Hansen (SMH);
Sweden: Palle Lundborg (PL), Alexander Plumeyer (AP);
France: Jacky Golanski (JG);
Czech Republic: Jan Hlinka (JH);
Poland: Anetta Janda (AJ);
Slovakia: Nora Kocaniova (NK);
Austria: Karl Wappel (KW);
Germany: Andreas Kruckeberg (AK);
Lithuania: Arunas Adomenas (AA);
Turkey: Ozay Kutlu (OK);
TAXUD: Robert Andrecs (RA).

Note Taker: Richard Dowling

Apologies for absence

Apologies for absence were noted as having been received from Cyprus, Ireland, Hungary and Latvia.

(1) Opening Remarks

TdG opened the meeting by thanking Belgium for hosting the meeting. He then welcomed the delegates to the meeting, particularly those new to the meeting. LM suggested writing a letter to those countries not able to attend, regretting their absence; this would hopefully serve as a useful tool for those representatives with their administrations. This proposal was agreed.

AP 01/11: TdG to write to member states unable to make the 2010 AGM regretting their absence and hoping they can attend in the future.

(2) Approval of the Agenda

The meeting approved the agenda.

(3) Minutes of Previous Meeting(s)

Annual General Meeting 2009

The minutes of the meeting 02nd October 2009 were agreed as a true and fair record.

Executive Committee Meeting January 2010

The minutes of this meeting were noted.

Executive Committee Meeting June 2010

The minutes of this meeting were noted.

(4) Matters Arising

Executive Committee Meeting January 2010

ASL noted that the six-a-side football rules issued with the minutes of this meeting had been slightly revised at the subsequent tournament and that the revisions would be discussed later.

Executive Committee Meeting June 2010

AP 04/10: Various representatives advised that it was not possible to access Facebook on their administrations' work computers.

AP 02/11: PL to send all member states an invitation to join the ECSA Facebook group.

AP 07/10: TdG advised that the Slovenian Director-General had stated that he was willing to pay Slovenia's subscription but that he had not supplied the name of a representative.

AP 03/11: JH to approach contacts in Slovenian Customs to see if he can find a Slovenian representative.

AP 04/11: JH to establish whether the Czech Republic can host the shooting in 2011.

AP 31/10: AK asked RD if the UK could provide bikes for hire at a cycling tournament, to avoid competitors having to transport their own; he said that this could make a big difference to who might then attend. RD said he would find out.

AP 05/11: RD to establish whether bikes could be available for hire at any UK-organised cycling event.

AP 33/10: see Annex A. AK commended the importance of clearly setting out the costs of an event when inviting participation. LM suggested a template for an official invitation; this proposal found agreement from those present.

AP 06/11: RD to draft a template for official invitations to events.

(5) Treasurer's Report & Annual Accounts 2009

DK issued copies of his report, which showed income and expenditure. He commented briefly on outstanding subscriptions. He noted that Cyprus and Lithuania had paid their subscriptions twice for some reason. DK also commented on the higher items of expenditure.

TdG asked if the accounts could show the opening and closing dates of the financial year; DK said that they could. DK then dealt with several other questions of clarification.

SMH and FA reported on the audit. They advised that the following recommendations had been made:

- That the accounts always include a brief description of the nature of the expenditure incurred;

- That with expenditure invoices the Treasurer should retain copies of the minutes of the meeting at which the expenditure was authorised;
- That the accounts show which subscriptions were due and which countries had not paid.

The recommendations were approved by the meeting.

AK asked if the accounts normally showed a deficit. TdG said that the Association was running down a previous high balance, as it was not right to have an unduly high level of members' funds not being utilised. PL reminded the meeting of the right of member states to apply for subventions. In discussion it was noted that payment of regular subventions would soon use up the monies available.

DK advised that invoices for the next subscription would be issued by 31st October 2010 and that payment by bank transfer was encouraged.

The meeting adopted the annual accounts for 2009 - 2010.

(6) Website

LL updated the meeting on the current position with the website. He noted the following:

- That some member states still needed to send in information for their pages, including photographs;
- That password-protected pages are possible.
- That the Dutch webmaster was stepping down and needed to be replaced - member states were asked to consider if they could nominate a replacement.

AP 07/11: All representatives to check their country's information is up-to-date on the website and to send updated information where it is not.

AP 08/11: All representatives to consider whether they can nominate a replacement for the Dutch webmaster.

KDW put forward a nominee as new webmaster.

TdG said that information about events should be sent to LL by E-mail. LL will then forward it to the two webmasters and the one that opens it first will deal with it. LL said that the Finnish webmaster would be able to travel to visit his colleague.

KW asked for a list in one place of all member state representatives.

PL emphasised the importance of bringing out on the website how contacts made at ECSA events have benefitted the work of member state administrations. RD said that there should be a prominent link to such stories on the home page, provided that there was a reasonable number of such stories for readers to see.

AP 09/11: Representatives having information about how ECSA contacts have benefitted member state administrations to send this to TdG.

(7) Reports from member states

Germany

Germany participated in the Brussels 20K, held successful football and volleyball events and was looking forward to establishing new events, hopefully including a European Community run, over various distances in Cologne in November 2011.

Italy

MP referred to his written report, mentioning the skiing, participation in the UK's six-a-side football tournament, walking and the marathon. He advised that the 2011 skiing would be between 27th february and 06th March, at a cost of €445 per participant.

Lithuania

No events took place in 2010 due to budget cuts and the situation would be the same in 2011. However, four people did take part in the 2010 Nijmegen Marches.

Austria

Two teams went to the shooting competition and a team to the table tennis (these teams were very successful). KW designed a process for enabling Austrian participation in ECSA events, secured the support of his Director-General and Deputy Director-General, founded a five-member selection panel and established a representative in each Austrian Customs office. KW said that he hoped to find out from other member states how they selected their competitors for ECSA events. He also said they Austria hoped to lay on some events, such as martial arts and badminton.

Czech Republic

Took part in the Brussels 20K, the Nijmegen Marches, the shooting and the football. The running in September 2010 was also organised and the Czech Republic was also be organising the running in 2011. This will be from 02nd September to 04th September, the participation fee being €50 (to include accommodation, food and transport).

Denmark

Three people participated in the half-marathon.

Sweden

Took part in skiing, running, football, Nijmegen Marches and held the golf event. Hopes to organise tenpin bowling, probably in Gothenburg.

TAXUD

10 to 15 staff took part in the Brussels 20K.

Finland

LL referred to his written report. He said that participation in the table tennis should be added to the report and that the bowling mentioned had been in 2009.

Netherlands

TdG referred to his written report, stating that it had been a successful year. He made particular reference to the organisation of the Nijmegen Marches and the joint organisation (with Belgium) of the shooting.

Luxembourg

People participated in the French cross-country, the shooting and the Nijmegen Marches (as they would do again in 2011).

France

France organised the cross-country and participated in the football.

Belgium

Belgian participation included the table tennis, the Nijmegen Marches, the Budapest marathon and the Czech running. They also organised the Brussels 20K and jointly organised the shooting with the Netherlands.

United Kingdom

ASL referred to her written report. She specifically mentioned organising the six-a-side football. She also asked that the UK be included in discussions on the table tennis and volleyball rules. AJ saw no problem with this for the table tennis.

Turkey

Participation in the Brussels 20K and the Nijmegen Marches was noted, as was a wish to host cross-country hiking.

Slovakia

NK noted Slovakia's success in the table tennis and participation in the Brussels 20K. She also noted Slovakia's organisation of the forthcoming Kosice marathon on 03rd October, adding that they hoped to host it again in 2011 and 2012. NK also said that Slovakia hoped to be able to organise a tenpin bowling event in due course.

Poland

AJ said that only one person had been sent to the Kosice marathon due to budget constraints. She also noted that Poland had organised the table tennis for the sixth time, the 80+ players this year featuring new players from Austria and Finland. She said that the rules of the event would be decided in advance, input from interested parties being welcome. AJ also said that Poland would host the spring 2011 EC meeting, at the same time as the table tennis.

Malta

FA noted that Malta had organised the winter 2010 EC meeting and had sent competitors to the Brussels 20K and the marathon and a team to the football. FA asked about changes to the format of the football which had occurred shortly before the event. RD explained that the tournament had originally been scheduled to run for one day, which was the reason why two groups of four (each team to play three games) had been decided upon. Subsequent to this, the Czech

Republic had asked whether the event could take place over a longer time frame, as they were driving so far to get there. Accordingly, a two-day event had been decided upon. Then, in order to maximise the amount of football played, the format had been changed to a group of eight teams, each team playing each other once. This change of format had not been notified to teams before the tournament, an oversight for which RD apologised.

FA said that Malta hoped to be able to host the football in 2012.

(8) Calendar for 2011 and 2012

KW asked about what happened if only a few countries expressed interest in participating in an event. The meeting agreed that in such circumstances it was acceptable to cancel the event provided that it was done early.

LL asked about how to deal with odd numbers of teams in events. The meeting agreed that composite teams or an additional host team could be allowed but that such teams could not progress to the next stage of the competition.

It was agreed that the sniffer dog and shooting competitions would alternate each year. TdG encouraged applications to run the sniffer dog competition.

Various events and meetings were agreed for 2011. See Annex 3 for details.

Various events and meetings were agreed for 2012. See Annex 4 for details.

(9) Elections - EC

AJ, OK and JH expressed an interest in the vacancy on the EC. RD stated that it had not been realised before the meeting that there might be an election, so the candidates had not had an opportunity to prepare any statements as to why they should be elected to the vacancy. He therefore suggested that all the candidates could go onto the EC as the constitution allowed for up to two people to be co-opted onto the EC. In the discussion that followed this idea was not adopted.

In order to assist the process, OK withdrew his interest, stating that he would, however, be interested in standing on a future occasion. TdG thanked him for his generous gesture. In the vote that followed, JH was elected to the EC and it was agreed that AJ should be invited to accept co-option onto the EC.

LM noted that he had not cast a vote, as he had felt that it was not right that people had had to put themselves forward for election without any prior warning.

(10) Any Other Business

TdG advised that Kathy Stifterova, former Secretary, had rejoined Czech Customs. He also advised that at the Czech running event last year he had presented her with a small gift, in recognition of her service to the Association.

It was agreed that the changes made to the six-a-side football rules at the tournament in May should be remitted for consideration by the EC. ASL asked for any comments to be submitted to her by mid-November. FA suggested a Fair Play trophy.

It was noted that there will be a meeting between TdG and the Director-General is being arranged.

DK asked about initiatives to acquire new members. TdG said that the financial crisis was making this difficult.

The meeting agreed that member states should not be afraid to organise events or meetings for fear of not living up to the standard of previous events or meetings; lunches and dinners are not expected and we are quite happy to meet in Customs buildings.

SMH asked what the sew-on badges were used for. TdG said that they were given to people who had participated in three ECSA events or who had organised events.

Date and Venue of Next Meeting

The 2011 Annual General Meeting will be hosted by Finland on Friday 30th September 2011 in Helsinki.

There being no further business, the meeting closed at 17:45 hours.

**RICHARD DOWLING
SECRETARY
13TH OCTOBER 2010**

Annex 1

Update on Action points from AGM 2009

AP	BY	ACTION POINT
19/09	DK	DK to send out subscription invoices by 31st October, requesting payment by 01st February.
		<i>Discharged.</i>
20/09	ALL	Any member states having difficulty with the new arrangements for payment of the subscription to contact TdG.
		<i>Discharged.</i>
21/09	ALL	Suggestions for promotional items to be sent to TdG.
		<i>Discharged.</i>
22/09	BS	BS to seek approval from his administration to host the sniffer dog competition in 2010.
		<i>Discharged, not possible.</i>
23/09	MP	MP to advise TdG whether he is able to accept election to the Executive Committee.
		<i>Discharged, MP was able to accept election.</i>
24/09	TdG	TdG to contact Mick O'Hanlon of Ireland to see whether he is able to act as auditor for 2009 - 2010.
		<i>Discharged, Mick was unable to act as auditor.</i>
25/09	ALL	Comments on the draft six-a-side football rules to be sent to ASL by 18th December.
		<i>Discharged. Rules were agreed. Some changes were made at the tournament in May 2010 and those changes are now the subject of further consultation.</i>

Annex 2

Update on Action Points taken forward from previous meetings

AP	BY	ACTION POINT
		From Executive Committee meeting of 29th January 2010
02/10	TdG	TdG to invite Pierre Galland and the French Customs attache in the Netherlands to the 2010 shooting competition in order to provide an opportunity to discuss issues of mutual interest.
		<i>Discharged, there was no French team at the shooting competition and the French Customs attache was unable to attend either.</i>
04/10	TdG	TdG to investigate the feasibility of using Facebook to publicise the Association.
		<i>Discharged, see AP 02/11.</i>
06/10	TdG	TdG to continue efforts to re-establish regular contact with Slovenia.
		<i>Void, see AP 03/11.</i>
07/10	LM/ MP	LM and MP to attempt to contact Slovenian Customs via the Communications Department network to see if Slovenia can be persuaded to resume contact.
		<i>Void, see AP 03/11.</i>
08/10	RD	RD to establish whether the United Kingdom can organise the 2011 Swimming Gala.
		<i>Discharged, United Kingdom is bidding to host the gala</i>
11/10	TdG	TdG to contact the Hungarian representative to see if his country can organise ECSA participation in the Lake Balaton Supermarathon in 2011.
		<i>Discharged, Hungary cannot at present commit to organising ECSA participation due to financial constraints and re-organisation issues.</i>
12/10	TdG	TdG to contact the Austrian representative to see if his country can organise the golf in 2011.
		<i>Discharged, Austria does not have a golf tournament.</i>
13/10	TdG	TdG to contact the Slovakian representative to see if his country can organise the shooting in 2011.
		<i>Discharged, Slovakia is unable to organise shooting in 2011. The Czech Republic will see whether it can host the shooting.</i>
14/10	TdG	TdG to contact the Hungarian representative to discuss possible improvements in the organisation of the marathon.
		<i>Discharged.</i>
15/10	DK	DK to recover 10 Euros in bank charges from France.
		<i>Discharged, recovered.</i>

16/10	LL	LL to use contacts in Latvian Customs to attempt to obtain payment of overdue subscriptions.
		<i>Ongoing.</i>
22/10	LL	LL to update the lists of Directors-General and representatives on the website.
		<i>Discharged, also may be possible to put a link to our website on the World Customs organisation website.</i>
23/10	DK	DK to send reminders to those countries whose subscriptions are still in arrears.
		<i>Discharged.</i>
24/10	TdG	TdG to check with Poland whether it can continue to host the table tennis tournament.
		<i>Discharged, Poland will host the tournament in 2011.</i>
25/10	TdG	TdG to approach Poland to see if it can host the spring 2011 EC meeting, preferably at the same date and venue as the table tennis tournament.
		<i>Discharged, Poland can host the spring 2011 EC meeting, at the same time as the table tennis tournament.</i>
26/10	TdG	TdG to approach Germany about it hosting the winter 2012 EC meeting.
		<i>Discharged, Germany can host the winter 2012 EC meeting.</i>
27/10	LM	LM to check whether EC members can run the Brussels 20K in 2011.
		<i>Discharged, EC members can run in the 20K.</i>
28/10	TdG	TdG to see if Slovakia can host the shooting competition in 2011.
		<i>Void, see 13/10.</i>
29/10	TdG	TdG to confirm that the Czech Republic can host the cross-country in 2011.
		<i>Discharged, yes the Czech Republic can.</i>
30/10	TdG	TdG to write to Malta to see if it can organise the six-a-side football in 2012.
		<i>Discharged., Malta hopes to be able to organise it but cannot yet confirm.</i>
31/10	RD	RD to write to all member countries to gauge interest in an ECSA cycling event.
		<i>Discharged, not many responses. See AP 05/11.</i>
32/10	LL	LL to start sending out monthly updates of changes to the website.
		<i>Ongoing, updates should start in November.</i>
33/10	TdG	TdG to contact Robert Valet and Jacky Golanski to see if France is willing to organise a tennis tournament.
		<i>Discharged, France willing to host if there is sufficient interest.</i>

34/10	RD	RD to send the revised Event Organisers' Guide to LL for publication on the website.
		<i>Discharged, on website.</i>
35/10	RD	RD to send the large ECSA flag back to TdG.
		<i>Discharged. TdG has ten large flags for those who need one.</i>
36/10	DK	DK to telephone Jacky Golanski to review the success of La Sauldre and ask for pictures and results for the website.
		<i>Discharged.</i>

Annex 3

Action Points Taken Forward from AGM 2010

AP	BY	ACTION POINT
		From Annual General Meeting of 01st October
01/11	TdG	TdG to write to member states unable to make the 2010 AGM regretting their absence and hoping they can attend in the future.
02/11	PL	PL to send all member states an invitation to join the ECSA Facebook group.
03/11	JH	JH to approach contacts in Slovenian Customs to see if he can find a Slovenian representative.
04/11	JH	JH to establish whether the Czech Republic can host the shooting in 2011.
05/11	RD	RD to establish whether bikes could be available for hire at any UK-organised cycling event.
06/11	RD	RD to draft a template for official invitations to events.
07/11	ALL	All representatives to check their country's information is up-to-date on the website and to send updated information where it is not.
08/11	ALL	All representatives to consider whether they can nominate a replacement for the Dutch webmaster.
09/11	ALL	Representatives having information about how ECSA contacts have benefitted member state administrations to send this to TdG.

Annex 4

Events & Meetings in 2011

Activity	Date	Member State	Comments
EC meeting	28th January	United Kingdom	Wembley
Downhill skiing	27th February - 06th March	Italy	
Tenpin bowling	16th April	Sweden	Göteborg
Table Tennis	12th - 15th May	Poland	
EC meeting	13th May	Poland	
20K Road Race	29th May	Belgium	Brussels
<i>Badminton</i>	<i>June</i>	<i>Austria</i>	
<i>Shooting</i>	<i>Late June/early July</i>	<i>Czech Republic</i>	
Walking	19th - 22nd July	Netherlands	Nijmegen
Running	02nd - 04 September	Czech Republic	10K & 1 mile
Volleyball	30th September - 01st October	Finland	Helsinki
AGM	30th September	Finland	Helsinki
Marathon	02nd October	Slovakia	Kosice
Swimming	07th October	United Kingdom	Guildford
Cross-country	14th October	France	
<i>Running</i>	<i>12th November</i>	<i>Germany</i>	<i>5 - 20K</i>

Note

Activities in *italics* are not yet confirmed.

Annex 5

Events & Meetings in 2012

Activity	Date	Member State	Comments
EC meeting	January	Germany	Cologne
Skiing	February or March	Italy	
<i>Football</i>	<i>April</i>	<i>Malta</i>	<i>If approved</i>
Table Tennis	May	Poland	
EC meeting	June	Italy	
<i>Sniffer dogs</i>	<i>June</i>	<i>Austria</i>	
Walking	July	Netherlands	Nijmegen
<i>Golf</i>	<i>August</i>	<i>United Kingdom</i>	
Running	September	Czech Republic	10K & 1 mile
Marathon	October	Slovakia	
AGM	28th September/05th October	Luxembourg	

Note

Activities in *italics* are not yet confirmed.