

Minutes of the Annual General Meeting of Friday 21 October 2016 in Krakow, Poland

Present: See Annex 1.

Minutes: Richard Dowling (Secretary)

Apologies for absence: See Annex 1.

(1) Opening Remarks

Anetta Janda introduced the Deputy Director-General of Polish Customs, Mr Jerzy Chrobak and the Director of the Customs Chamber of Krakow, Mr Dariusz Preficz.

Mr Chrobak welcomed delegates to the meeting and to Krakow. He reflected on Poland's involvement in the Association and the importance of sport and physical recreation for Customs officers, both for health reasons and for establishing beneficial contacts with colleagues in other Member States.

Mr Chrobak thanked Association Member States for their support to Polish Customs following the attack at Brussels Airport that had severely injured one of his colleagues. He said that the support had demonstrated that we are all

part of one Customs family. He presented certificates of appreciation to the Belgian representatives present, Rita de Wolf and Katrien de Wachter. Mr Preficz also expressed his gratitude.

In reply, the President thanked Mr Chrobak and Mr Preficz for their remarks. He also thanked them and Anetta Janda for organising the meeting. The President expressed the Association's support for the Polish colleague injured at Brussels Airport and said that it was donating €200 towards his recovery. Mr Chrobak thanked the President for this donation, wished all present a good meeting, noted an impending re-organisation of Polish Customs and invited all Member States present to the table tennis tournament in Poland in May 2017.

The Association video was then shown.

The President gave reasons for non-attendance from those Member States that had provided them. He said that he was still hopeful of Croatia joining the Association but that the appointment of a new Director-General in that country had delayed a final decision. Lastly, the President outlined what we were doing to raise our profile with the World Customs Organisation.

(2) Approval of the Agenda

The meeting approved the agenda.

(3) Minutes of Previous Meeting(s)

Annual General Meeting 2015

The minutes of the Annual General Meeting of 09 October 2015 were agreed as a true and fair record.

Executive Committee Meeting 19 February 2016

The minutes of this meeting were noted.

Executive Committee Meeting 17 June 2016

The minutes of this meeting were noted.

(4) Matters Arising

Action Point 09/11

Support for the Polish Customs officer injured at Brussels Airport and a Norwegian colleague taken ill at the Czech running event were noted under this item.

See Annex 2 for an update on all action points.

(5) Treasurer's Report & Annual Accounts 2015 - 2016

The Treasurer presented the accounts for 2015 - 2016, copies of which were issued to delegates: see Annex 3. He talked briefly about the accounts and it was confirmed that they had been approved by the auditors.

The meeting formally approved the accounts, thanking the Treasurer for his outstanding book-keeping.

The Treasurer presented the budget for 2016 - 2017. It was explained that subventions were financial assistance for Member States hosting events. See Annex 4 for the budget.

The subvention guidelines and template application form were outlined by the Treasurer. In answer to a question, it was confirmed that each Member State could apply for one subvention per year. The guidelines and template were agreed.

(6) Smaller Group Discussions

Smaller group discussions were held on ideas for new events, ideas for improving the website and ideas for activities that could be included in the ECSA Fitness Week. See Annex 5 for details of these discussions.

Following the discussions, the meeting agreed that the small group work had been worthwhile and could profitably be repeated on other subjects at future Annual General Meetings.

(7) Reports from Member States

Denmark

Customs will separate from the tax administration in the next year or two.

Poland

Nothing to add to the written report submitted.

Italy

Marco Paladino thanked the Association for supporting the recent golf tournament in Rome and presented a souvenir crystal golf ball to the President as a mark of Italy's appreciation.

Sweden

Nothing to add to the written report submitted.

United Kingdom

The written report submitted unfortunately omitted to mention the hosting of an EC meeting in the year.

Norway

Nothing to add to the written report submitted.

Slovakia

Slovakia will host the marathon in Kosice. It also participated in the Nijmegen Marches.

Austria

Austria offered to host an EC meeting in 2017 and the next golf tournament (2018).

Latvia

Latvia's ECSA activities in the year were outlined.

Luxembourg

Luxembourg's ECSA activities in the year were outlined.

Hungary

Brief comments were made on the written report. Unfortunately, the basketball tournament had to be cancelled due to an insufficient number of entries; Poland was thanked for having entered a full team. Hungary is willing to host the 2017 shooting. The President thanked Hungary for its willingness to host the basketball.

Belgium

Belgium has a new Director-General, who took part in the Brussels 20K. The limit of 2 Belgians per overseas event continues.

Finland

The written report submitted omitted participation in the 6-a-side football in France. 205 people are moving from the Customs to the tax administration shortly. Due to the retirement of the current ECSA delegate, a new delegate will be appointed on 26 October 2016.

Netherlands

The Nijmegen Marches entry form is now on-line but must be completed by each Member State's ECSA rep in order to avoid uncontrolled numbers of entries. The 2016 Nijmegen Marches was the 100th event and it went well, with the Association President doing an extra 50km.

Germany

ECSA activities and future plans were outlined, including the 2017 Volleyball tournament. A minor re-organisation in German Customs was also explained.

Czech Republic

Association Member States sent 50 entrants to the running event, which impressed the new Director-General of Czech Customs.

(8) Logo Protection

Marco Paladino showed the Association's various logos. He explained the costs and benefits of registering our logo and that, having considered these, the EC

had decided that the chances of anyone trying to use our logo were very low and did not justify expenditure of over €800 to guard against. The meeting concurred, thanking Marco Paladino for his work on the issue.

(9) Calendar

2017

Events and meetings were agreed for 2016; see Annex 6.

Action Point 01/17: SMH to investigate the possibility of Denmark hosting the 2017 Annual General Meeting if France cannot do so.

Marco Paladino reminded all Member States to use the 25th anniversary logo for all events in 2017. The Association could consider only buying the classic logo in vector format and using the jpg file for the 25th anniversary of the association.

Germany requested a subvention for the volleyball tournament. The meeting agreed a subsidy of €10 per member of each delegation up to a maximum of 10 people, with a cap of €700 on the total amount of the subvention. The event will be a mixed tournament, with additional men's and women's tournaments if a sufficient number of squads have a sufficient number of members to make this possible.

2018

Events and meetings were agreed for 2017; see Annex 7.

Austria will host the European Customs Drugs Dogs Championship in 2018. Teams will be of four people, including two dog handlers. Teams may also need to bring interpreters with them.

(10) Elections

Past President Theo de Goeijen informed the meeting that the EC had nominated him to preside over the elections as the President was standing for re-election.

Theo de Goeijen announced that Jan Hlinka of the Czech Republic was the only candidate for the post of President. He commended Mr Hlinka on his first term as President, on his sporting achievements and on having the support of his administration. Mr Hlinka was then re-elected as President. The President thanked Mr de Goeijen for his kind words and all those present for their support.

Theo de Goeijen announced that Svend Mandel Hansen was the only candidate for the post of Treasurer. He commended him on his conduct of the post of Treasurer, particularly his hard work and persistence in transferring the bank account to Denmark and on his invariable insistence that there was clear and recorded EC authorisation for any expenditure. Mr Hansen was then re-elected as Treasurer. The Treasurer thanked those present for their support.

(11) Any Other Business

Various delegates thanked Anetta Janda for hosting the meeting.

Katrien de Wachter noted that it was her last AGM but said that she hoped to still see people at events in Brussels.

Rita de Wolf noted her forthcoming retirement on 01 December 2016. She said how much she would miss attending the meetings. The President thanked Rita for all her work over the years and presented her with a commemorative plaque. Rita spoke briefly in reply.

Lasse Lehtokangas spoke briefly on his forthcoming retirement on 01 December 2016, particularly on the friendships that he had formed over the last 13 years. The President thanked Lasse for everything he had done over that time and presented him with a commemorative plaque, a beer mug and some beer.

The President thanked Anetta for organising the meeting and gave her a gift. Anetta advised of various details of the rest of the programme.

There being no further business, the meeting closed at 4.40pm.

RICHARD DOWLING
SECRETARY
24 OCTOBER 2016

Annex 1

Persons present and apologies received

| Country | Name | Role | Present/Apologies |
|----------------|---------------------|----------------|-------------------|
| Austria | Andreas Lerchner | | Present |
| Belgium | Rita de Wolf | | Present |
| | Katrien de Wachter | | Present |
| Czech Republic | Jan Hlinka | President | Present |
| Cyprus | Aleka Palekythritou | | Apologies |
| Denmark | Svend-Mandel Hansen | Treasurer | Present |
| Finland | Lasse Lehtokangas | | Present |
| France | Vincent Caru | | Not present |
| Germany | Andreas Krueckeberg | Vice-President | Present |
| Hungary | Barnabás Sik | | Present |
| | Marianna | | Present |
| Ireland | Mick O'Hanlon | | Apologies |
| Italy | Marco Paldino | EC member | Present |
| Latvia | Agate Mellere | | Present |
| Lithuania | Alonas Ritvas | | Apologies |
| Luxembourg | Daniel Koener | | Present |
| Malta | Eamon Bugeja | | Apologies |
| Netherlands | Theo de Goeijen | EC member | Present |
| Norway | Bjørn Granli | | Present |
| Poland | Anetta Janda | | Present |
| Slovakia | Nora Kačániová | | Present |
| Sweden | Palle Lundborg | EC member | Present |
| | Alexander Plumeyer | | Present |
| Turkey | Talip Engin Kaya | | Apologies |
| United Kingdom | Andrea Scott-Lewis | | Present |
| | Richard Dowling | Secretary | Present |
| TAXUD | Isobel Maltby | Observer | Not 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 09 October 2015 |
| 04/16 | JH | JH to write round Member States seeking ideas for new events. |
| | | <i>Discharged.</i> |
| 07/16 | DK | DK to dig out pictures of ECSA events over the years for possible use in an ECSA 25th anniversary calendar. |
| | | <i>Ongoing.</i> |
| | | From meeting of 19 February 2016 |
| 12/16 | TdG | TdG to order 1,500 more pens immediately after 01 September 2016. |
| | | <i>Discharged.</i> |
| | | From meeting of 17 June 2016 |
| 17/16 | RD | RD to put logo protection on the agenda of the AGM. |
| | | <i>Discharged 27/06/2016.</i> |
| 18/16 | RD | RD to put brainstorming of ideas for new events on the agenda of the AGM. |
| | | <i>Discharged 27/06/2016.</i> |
| 19/16 | JH | JH to contact MP to ask him to order 60 mugs on a budget of up to €350. |
| | | <i>Discharged 22/06/2016.</i> |
| 20/16 | JH | JH to liaise with Hungary regarding a possible basketball event in 2016. |
| | | <i>Discharged, not taking place due to insufficient entries.</i> |
| 21/16 | SM H | SMH to revise his subventions paper, including the incorporation of a standard template for applications. |
| | | <i>Discharged.</i> |
| 22/16 | JH | JH to work up a draft DG Club presentation, for the next EC meeting. |
| | | <i>Ongoing.</i> |

Annex 3

Annual Accounts 01 October 2015 - 31 August 2016 *see note 2*

| Income | € | € | Budget € |
|------------------------------------------------|--------------|------------------|-----------------|
| Subscriptions | | 3,300.00 | 3,300.00 |
| | | | |
| Expenditure | | | |
| Web-site, hosting | 85.32 | | 90.00 |
| Bank costs | 52.25 | | 75.00 |
| Promotional items (lanyards) <i>see note 1</i> | 1,740.00 | | 2,500.00 |
| Stamps | <u>15.00</u> | | |
| Subventions | | | 1,000.00 |
| Miscellaneous | | | <u>300.00</u> |
| | | (1,892.57) | 3,965.00 |
| Surplus | | 1,407.43 | |
| | | | |
| Bank balance 01/10/2015 | | 14,201.69 | |
| Surplus | | <u>1,407.43</u> | |
| Bank balance 30/09/2016 | | 15,609.12 | |

Notes to the accounts

- (1) The EC decided at the meeting in June to order 60 mugs at a cost of about €350 (invoice not yet received). Furthermore, the EC decided to order 1,500 pens immediately after 01 September 2016 at a cost of around €2,000.00.
- (2) As per section 5.5.2 of the Association Rules, the financial year runs from 01 September to 31 August.

06/09/2016

20/10/2016

20/10/2016

Svend Mandel

Barnabás Sik

Palle Lundborg

Treasurer, ECSA

Auditor

Auditor

Annex 4

Budget for 2016 - 2017

| Income | | € | € |
|--------------------------------------|-----------------|---------------|-------------------|
| Subscriptions | | | 3,300.00 |
| | | | |
| Expenditure | | | |
| Website (hosting) | | 90.00 | |
| Bank costs | | 75.00 | |
| Promotional items: <i>1,500 pens</i> | <i>2,000.00</i> | | |
| <i>60 mugs</i> | <i>350.00</i> | | |
| <i>Other</i> | <i>650.00</i> | | |
| | | 3,000.00 | |
| Subventions | | 2,000.00 | |
| Miscellaneous | | <u>450.00</u> | |
| | | | <u>(5,615.00)</u> |
| Estimated balance 31 August 2017 | | | (2,315.00) |

Svend Mandel
Treasurer, ECSA

Annex 5

Outputs from the Smaller Group Discussions

Ideas for New Events

- Hiking/orienteering;
- Tennis;
- Floorball;
- Frisbee golf;
- Mixed events (e.g. kayaking, swimming, biking);
- Cross-country skiing;
- Relay;
- Urban trail;
- Mountain hiking (e.g. on Snowdonia in the United Kingdom);
- Badminton;
- Footgolf;
- Streetball;
- Dragon boat racing; Swimming; Tug-of-war; Cubbing, Geo caching (a form of orienteering)

The importance of bearing in mind the social aspects of events was emphasised. The financial costs of larger teams was also mentioned.

New Ideas for the Website

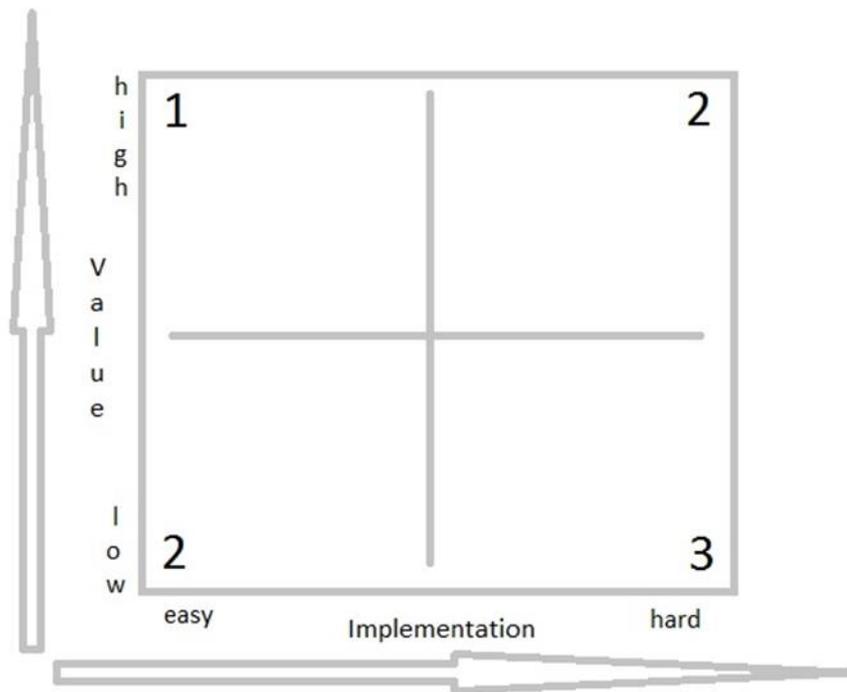
- An instruction for how to contribute with material to the website.
Status: Janne Kalio (JK) said that there already was one on the website.
- Make it mandatory for an arranging MS to send a report to be published at the website when the MS has hosted an ECSA event.
Status: The AGM decided that there should be a rule regarding that.
- Post a message/note in the ECSA Facebook group when the website is updated.
Status: The AGM decided that it should be implemented.
- We should be present on more social platforms.
Status: AGM asked the EC to look into the matter.
- Have an exclusive ECSA #hashtag for Instagram.
Status: AGM asked the EC to look into the matter.
- Functionality on the website to make it possible to blog during an event.
Status: AGM asked the EC to look into the matter.
- Regular reminders to update the own MS information. Quarterly?
Status: should be an action point.

- Get a QR code with a link to the website. Can be printed on promotional material.
Status: Should be looked into by JK.
- "Ads" for ongoing events. A section for the latest updated events.
Status: JK will take a look and reports to the next EC meeting.
- A session on the next AGM where JK shows how to manage an ECSA event site.
Status: JK will show this on the next AGM
- The participants of an event should send their comments to their ECSA representatives, who will coordinate and send the material to the webmaster.
Status: Undecided. Not evaluated according to value and easiness of implementation.
- All MS to be able to upload material to the event site - before and after the event take place. Everything from the invitation to the MS report.
Status: Not decided who will implement this. Evaluated as high value and easy to implement.
- Creating an ECSA YouTube channel.
Status: Not decided who will implement this. Evaluated as high value and easy to implement.

Undecided and unevaluated ideas from the workshop

- Publish the calendar and upcoming events on the same page.
- A banner at the top of the website that states that you always should send your applications through the ECSA representative.
- Rename the "minutes" tab e.g. as 'Notes from Meetings'.
- Encourage people to use the Facebook and the web page.

Ideas evaluated according the matrix below, concentrating on the ideas evaluated as high value and easy to implement.



Ideas for the ECSA Fitness Week

MP reported that there had been some uncertainty about what this involved. He said that people were told that it was not necessary to organise special events, just to emphasise the ECSA element at existing events. Ideas were discussed about how to report back to the Association on Fitness Week activities.

- Every Member State to promote the idea in their country;
- Promote and emphasize (the meaning of) the event on the website (a short message);
- Establish a sort of time line in three steps (an ad first, one just before and one after);
- A brief report from each member state (before next AGM);
- Other comments: newsletter, annual report of ECSA activities, a sort of special prize for ECSA Fitness Week, healthy Week-end, training facilities;
- The importance of promoting the idea of health and well-being while undertaking sport.

Annex 6

Events & Meetings in 2017

| Activity | Date | Member State | Comments |
|-----------------|---------------|----------------|-------------------------------|
| EC meeting | 27 January | Norway | Oslo |
| Skiing | 04/03 - 11/03 | Italy | Pinzolo |
| Urban Trail | 30 April | Luxembourg | Running event |
| Mountain Biking | 19 May | United Kingdom | Matlock |
| Table Tennis | Mid-May | Poland | Swider |
| Running | 28 May | Belgium | Brussels |
| EC meeting | June | <i>Austria</i> | <i>If WCO meeting in June</i> |
| Shooting | June | Hungary | Budapest |
| Walking | 18 - 21 July | Netherlands | Nijmegen |
| Fitness Week | 1st week Sept | All | |
| Running | 01/09 - 03/09 | Czech Republic | 10K & 1 mile |
| Cycling | 22 September | United Kingdom | Stansted, Essex |
| AGM | October | <i>France</i> | <i>Bordeaux</i> |
| Tenpin Bowling | April/May | Sweden | Gothenburg or Stockholm |
| Marathon | Early October | Slovakia | Kosice |
| Volleyball | 02/11 - 05/11 | Germany | Cologne |

Note

Activities in *italics* are not yet confirmed.

Annex 7

Events & Meetings in 2018

| Activity | Date | Member State | Comments |
|-------------------|---------------------------|---------------------|---------------------------|
| <i>EC meeting</i> | <i>Late Jan/early Feb</i> | | |
| Skiing | Late Feb/early Mar | Italy | |
| Pool | 18 - 20 April | Malta | |
| Table Tennis | Mid-May | Poland | Swider |
| Mountain Biking | May | United Kingdom | |
| <i>Football</i> | <i>May?</i> | <i>Luxembourg</i> | |
| Running | 27 May | Belgium | Brussels |
| <i>EC meeting</i> | <i>June</i> | | |
| Walking | Mid-July | Netherlands | Nijmegen |
| Fitness Week | 1st Week Sept | Everywhere | |
| Running | Early September | Czech Republic | 10K & 1 mile |
| Golf | <i>September</i> | Austria | |
| Cycling | 21 September | United Kingdom | Kent |
| AGM | Late Sept/early Oct | <i>Germany</i> | <i>Cologne or Hamburg</i> |
| Marathon | Early October | Hungary | Budapest |
| Sniffer Dogs | October | Austria | Wolfsburg |
| Swimming | October | United Kingdom | Corby |
| <i>Streetball</i> | <i>November</i> | <i>Hungary</i> | |

Note

Activities in *italics* are not yet confirmed.

Annex 8

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. |
| 07/16 | DK | DK to dig out pictures of ECSA events over the years for possible use in an ECSA 25th anniversary calendar. |
| | | From Executive Committee meeting of 17 June 2016 |
| 22/16 | JH | JH to work up a draft DG Club presentation, for the next EC meeting. |
| | | From Annual General Meeting of 21 October 2016 |
| 01/17 | SM H | SMH to investigate the possibility of Denmark hosting the 2017 Annual General Meeting if France cannot do so. |