



## Minutes EUHOFA International General Assembly 11 May 2021

### **Agenda:**

1. Opening
2. Minutes of the General Assembly 2019
3. Dutch registration and new statutes/Bank account
4. Finances accounts 19/20 and Budget
5. Current and new membership fees
6. Board elections
7. Online workshops and webinars
8. Strategic plan
8. Future EUHOFA congresses
9. Miscellaneous

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**This General Assembly was held using TEAMS, and all members had invited to attend, firstly in February, and again with attachments in May.**

### **Attending Board members /Advisors:**

Board members: Mr. Lluís Serra, Mrs. Jacqueline van der Zwan, Mr. Werner Schnabl, Mr. Guillermo Rios, Mr. Martin Dannenmann, Mr. Hashim Mohammed, Mr. Khem Lakai, Mr. Peter Verbeke. Absent with notice: Mrs. Sue Bakir and Mr. Michel Rochat  
Ambassador/Advisor: Mr. Gerald Lipman, Mr. Peter Jones  
Secretariat: Mrs. Gemma Gieselaar

**The following EUHOFA members, other representatives of member schools and EUHOFA partners were present:** Mrs. Aline Renard-Wang, Mrs. Dali Khanal, Mr. Ed Kastli, Mr. Jan Willem Mans, Mrs. Jane Kuria, Mr. Johan Hoens, Mr. John Lohr, Mrs. Kartiyani Shanmugam, Mr. Koen Declerck, Mrs. Lilian Gikutha, Mr. Marco te Hoor, Mr. Olga Novitskaya, Mrs. Pichaya Noraitiphadungkarn, Mrs. Maria Wiesinger, Mr. Suresh KC, Mr. Vazquez San Martin Antoon, Mr. Toon Veelaert, Mr. Peter Verbeke, Mr. Antonio Martinez, Mr. Ric Jan de Bont, Mrs. Frances Jamal Dobles, Mr. Alberto Pacheco, Mr. Peter Ducker, Mr. Priyanandan Reddy, Basant Jhoshi, Mr. Werner Sedlacheck

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### **1. Agenda /Opening**

As Secretary General of EUHOFA International Mrs. Jacqueline van der Zwan presented the agenda. (All members of EUHOFA had been sent a copy of a) 2019 minutes; b) proposed Statutes; c) proposed protocols; d) proposed board candidates and audit committee, e) proposed membership fees.)

Opening: President of EUHOFA International Mr Lluís Serra, opened the General Assembly and welcomed all persons present. He expressed gratitude to be able to have this meeting and meet some of the members who were able to be present. An EUHOFA International General Assembly was for the first time being held on line! During the Covid year the EUHOFA Board has stayed very active. The Board held 4 formal Board meetings and there were several committee meetings. Euhofa organized 12 webinar sessions, which were well attended by members schools. Several non-member schools were invited as well, some of them joined EUHOFA as member. A start was made for a new strategic plan for EUHOFA International. Once this is completed it will be presented to the members.

### **2. Minutes to the General Assembly in Kathmandu, Nepal**

There were no remarks on the content. The Secretary General asked if any member wanted to vote *against* acceptance of the minutes. There were no votes against the minutes, and the minutes were approved.

### **3. Dutch registration and new Bank account**

Mr. Gerald Lipman explained the route that was followed. Euhofa International was founded in Switzerland in 1962. When banking rules changed and bank accounts had to comply to new regulations, the Dutch ING bank, where EUHOFA had a bank account, decided to send all correspondence concerning the new rules to one of the founding schools in Switzerland. When there was no response, the ING Bank was forced to close the account. When the secretariat found out that they had no longer access to the accounts, the bank was contacted. The bank said that they will not release the funds until a 'new' EUHOFA satisfactorily registered. After searching for options, the Board decided to register in The Netherlands because the secretariat had been in The Netherlands for the last 10 years. The ING demanded to have the Board members appear in person at a Dutch branch, to open up a new account with them. Due to Covid 19 and the travel restrictions this was not possible. Due to the good relations ROC Mondriaan has with the RABO bank, they were willing to do an online identification of the Board members and a RABO bank account was opened recently. EUHOFA is now waiting for ING to transfer the EUHOFA funds to the RABO bank.



Due to the Dutch registration a new Statutes had to be written and additionally protocols were set up. The Statutes are similar to the original one with a few additions as required by Dutch law.

**Approval of the new Statutes:** The Secretary General asked if any member wanted to vote *against* acceptance of the Statutes. There were no votes against the Statutes (either via TEAMS or in the earlier online voting), and **the Statutes were approved.**

**Approval of the protocols:** The Secretary General asked if any member wanted to vote *against* acceptance of the protocol. There were no votes against the protocols (either via TEAMS or in the earlier online voting), and **the protocols were approved.**

#### **4. Finance and the accounts 2019-2020**

Board member and Treasurer Mr. Werner Schnabl explains that not before the funds are released to the new RABO bank account and that the accounts are audited we will produce any financial statements

The whole process of establishment of the new EUHOFA brought a lot expenses in terms of lawyer expenses, registration expenses and expenses for the translations of documents that were needed. Some of these invoices had to be paid swiftly. ROC Mondriaan was willing to pay these invoices. This money will be reimbursed as soon we have access to the EUHOFA funds again. It is expected that in 2-3 months Werner Schnabl will be able to present the financial statements. The Treasurer expressed gratitude to Mondriaan for paying our expenses.

#### **5. Current and new membership fees**

The Board held several meetings about the outstanding and new membership fees. The Board has decided, because of the difficulties a lot of schools are facing due to Covid 19, not to charge for membership fees for the academic year 2020/2021. All outstanding fees will be cancelled as well.

The membership fee will, from academic year 2021-2022 on, be raised from Eur 180 to Eur 200 per year.

The Secretary General asked if any member wanted to vote *against* the proposed new fees (Eur 200pa). There were no votes against the fees (either via TEAMS or in the earlier online voting), and **the fees were approved.**

#### **6. Elections of the Board and Audit Committee**

With the Dutch registration, Euhofa International is actually a new association. That means that the constellation of the Board and the appointing of the members has to be voted on. It is proposed to have the same existing Board members be the Board of the new association with the same term as before.



**Election of the Board and Audit Committee:** The Secretary General asked if any member wanted to vote *against* election of the board and audit committee. There were no votes against the proposal (either via TEAMS or in the earlier online voting), and **the board members and audit committee were elected.**

### **7. On line workshops and webinars**

Mr. Peter Jones has been involved in the workshops and webinars for Euhofa. During the course of the pandemic the Board wanted to maintain engagement with its members and decided to offer its members some valuable workshops. Each workshop was offered twice so schools in each time zone were able to participate. It resulted in a participation of 232 persons from more than approx. 60 schools / organizations. Initially the workshops were all about the impact of COVID 19 and how to share best practices in that environment. Later on EUHOFA workshops moved more towards the whole issue of curriculum and learning and teaching and how that will develop for the future. There was also a workshop with our business partners, it was well attended. 10 non-member schools attended the workshops. The positive side of these workshops is that EUHOFA can make a valuable contribution to its members to fill a certain demand in this time of continuous development within the schools and for the staff. An advantage is that it allows EUHOFA to have a much wider range for an audience and gives a valuable engagement with its members in between congresses. Given the success of the workshops, Euhofa has every intention to make this part of its strategy for the future.

An evaluation was held and it shows that schools were very appreciative of the different workshops / webinars that were offered.

### **8. Strategic Plan**

Every 10-15 years the Euhofa Board writes a new strategic plan. The changes that Covid-19 brought made the Board realize that a new plan was needed sooner. EUHOFA asked Mr. Peter Jones to assist in the strategic sessions. It was started off with a SWOT analysis. The first session was held in November 2020 and the second in December 2020. In March smaller committees were formed in relation to the results. The aim for EUHOFA International is to move from a passive to a more active organization. To increase the membership value for its members with more engagement with its members in between congresses. Euhofa International strategic aims and objectives are in post Covid 19 scenario's. It wants to develop services for not just de School Directors but also for their staff. Additionally EUHOFA International would like to increase its membership. The association wants to grow in quantity but also in quality. In the next months it will decide in what areas in the world Euhofa International like to expand. There are 4 different Board committees. They will work on different angles of the strategy. After the summer another Board meeting will be held to discuss what has been developed and when/ how to implement this.



### **9. Future congresses**

Director Marta Fernandez, Antonio Vázquez Sanmartín, head of the Marketing department and Tina Braiden, team member of Centro Superior de Hostelería de Galicia in Santiago de Compostela in Spain, presented the next congress. This congress will be held from 16 to 20<sup>th</sup> of February 2022 in Santiago de Compostela, Spain. The congress hotel is NH collection. Besides a wonderful leisure program in beautiful Santiago de Compostela, the program will have the following topics in the academic program:

Session 1 – Youth profiles and culture, Session 2 – Tech scenarios for educational innovation, Session 3 – Student-centred methodologies for network learning, Session 4 – Keys and strategies for promoting meaningful learning in the academic scene, Session 5 – From classroom learning to e-learning, *The future is blended*

The registration fees are as follows:

EUHOFA members: (early bird up 1st of September) EUR 1,250.00 otherwise EUR 1,350.00

EUHOFA non-members: (early bird up 1st of September) EUR 1,400.00 otherwise EUR 1,500.00

Partners: (early bird up 1st of September) EUR 700.00 otherwise EUR 750.00

Cancellation and refund is applicable for COVID reasons

Registration will open from June 1<sup>st</sup> 2021.

The members attending expressed their gratitude to Martha Fernandez for a great presentation of the congress in Santiago de Compostela. Members are hoping that travel restrictions are no longer in place at that time.

### **10. Miscellaneous**

Members expressed their gratitude to the EUHOFA Board for all their efforts for EUHOFA in the past year.

Closing: General Secretary Mrs. Jacqueline van de Zwan closed the General Assembly at 1:45 PM (CEST).