

Cphbusiness Søerne, 22.11.21

## Minutes, Annual General Meeting

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### Agenda

1. Election of moderator
  2. Election of referent
  3. The board's report
  4. Financial report including auditor's observations of the accounts and approval of financial statements
  5. Budget
  6. Election/appointment of auditor(s)
  7. Topics
  8. Election of board members and alternates
  9. Optional
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## Minutes

The meeting started at 16:45.

17 people were present (2 online) and 15 of them had voting right.

### Welcome

The chairmanship of the board of directors, Angel Manuel Fernandez Alcantara (AMFA) and Jana Bubáková (JB), welcomed everybody to the Annual General Meeting (AGM) and informed all participants of the agenda.

### 1. Election of moderator

Chairmanship suggested Anna Diemer (ADI) as moderator. The suggestion was put to a vote.

- Vote: Everyone supported the suggestion.

ADI pointed out that the articles of association state that students that are present at the AGM can vote. At this AGM, two students wanted to attend online via Zoom and exercise their voting right. Therefore, the following questions were put to a vote among the students attending physically:

- Is it OK that students attend this AGM online?
  - Vote: Everyone approved
- Is it OK that the students participating online can vote via Zoom directly in the chat to the referent?
  - Vote: Everyone approved

## 2. Election of referent

Chairmanship suggested Charlotte Dalgaard Dela (CDP) as referent. The suggestion was put to a vote.

- Vote: Everyone supported the suggestion.

## 3. The board's report

AMFA presented the board's report and the activities in the student organisation:

- Study start: a video introduction was made together with HK.
- Introduction meetings were held for potential volunteers.
- Volunteer gatherings.
- Department meetings (Finance, HR etc.).
- Collaboration with HK. HK will continue the collaboration with the new board.
- LinkedIn page for the student organisation was created.
- DESO – a national student organisation on behalf of all Danish business academies was created in June 2021. Cphbusiness Students' chairmanship represent Cphbusiness in the board of DESO.
- The event "Tropical Vegas Night" was executed in collaboration with Cphbusiness' Pascal bars.
- A running club was established.

Questions:

1. Can we see the video with HK?
  - a. AMFA: HK has the video. JB will ask them to send the video.
2. How does the student organisation promote themselves?
3. Which events were not able to be executed and why?
  - a. AMFA: The LinkedIn workshop hosted at HK was cancelled due to too few sign-ups.
4. I am a student representative for my class, but I haven't heard about the student organisation. How come?
  - a. AMFA and JB: We have tried to find out how to collaborate with the student councils.
  - b. ADI: suggest that the new board must remember this discussion and work towards creating a collaboration between the student councils and the student organisation.
  - c. CDP: Together with Cphbusiness, the board has also been working on improving the collaboration between the student councils and the student organisation.

The board's report was put to a vote:

- Vote: Everyone approved.

#### **4. Financial report including auditor's observations of the accounts and approval of financial statements**

##### *Financial report*

The financial report for 1/7-2020 to 30/6-2021 were presented by treasurer Nicoline Ravn Grønbech (NRG).

We have extraordinary chosen to give all volunteers a gift for a maximum DKK100 during Covid-19 lockdown. This was for them to buy office supplies when we had to do the volunteer work from home and could not be active volunteers in a normal way. The purpose was to show some appreciation to the volunteers.

##### Question:

- Why is there an income from drinks tickets?
  - CDP: Back in 2019 the student organisation oversaw the Friday bars and the different campuses bought drink tickets for tutors. The campuses paid the invoices in the summer 2020 and is therefore mentioned in the accounts.

The financial report stated a positive result: +DKK164.180,30.

##### *Auditor's observations of the accounts*

Due to Cphbusiness' new auditing company and the high expenses to have this auditing company do the auditing of the accounts (see bullet 8), the accounts have been audited by two employees from Cphbusiness, whom acted as 'critical auditors'.

These two critical auditors approved the accounts.

##### *Approval of financial statements*

Approval of the financial report was put to a vote:

- Vote: Everyone approved

#### **5. Budget**

The budget for 1/7-2021 to 30/6-2022 was presented. The expected bank account balance is DKK113.780.

##### Questions:

1. How did we know how much we could spend on the event Tropical Vegas Night?
  - a. ADI: When the student organisation has an event, there has to be a budget for the event, and this has to be approved by the board.
  - b. AFMA: Expenses under 2.000 DKK can be approved by the chairmanship and treasurer. Expenses over 2.000 DKK must be approved by the board.
2. Is the post for Christmas party mentioned in the budget, a Christmas party at each campus for all students?
  - a. NRG: The Christmas dinner that is currently planned is for all the volunteers in the student organisation.
3. What can the student organisation spend money on?

- a. CDP: It is the boards responsibility to make sure the money is spent in the best way possible to meet the mission of the student organisation. All event suggestions are welcome and must be presented along with a budget to the board. Then the board will decide whether the event meets the purpose of the student organisation.

Approval of the budget was put to a vote:

- Vote: Everyone approved

## **6. Election of auditor(s)**

It was suggested that the student organisation stop using the same auditor as Cphbusiness use.

Cphbusiness has a new auditing company and the cost for this company to make the audit will cost about DKK 20,000. The student organisation's financial report has a very limited number of posts and therefore the amount is very costly due to the complexity.

Therefore, the treasurer suggested that the auditing will be done by two critical auditors. It was suggested that the two critical auditors should be employees from Cphbusiness. One of these employees must work with auditing and finances at Cphbusiness.

The suggestion was put to a vote.

- Everyone approved.

## **7. Topics**

### ***7.a. Amendments to the articles of association***

The treasurer had two proposals for amendments to the articles of association:

**1<sup>st</sup> proposal:** To amend the article § 4 Annual general meeting (AGM), Subsection 6 to the following text in bullet 4 and 8:

*4. Financial reporting, including the critical auditors' observations of the accounts and approval of financial statements.*

*8. Election of two critical auditor(s). The two auditors both must be employed at Cphbusiness.*

The proposal was put to a vote.

- Vote: Everyone approved.

**2<sup>nd</sup> proposal:** To amend § 8 Economy, subsection 3 and subsection 4.

**Subsection 3.** *The accounts are audited by the association's two critical auditors.*

**Subsection 4.** *The accounts are signed by the two critical auditors and the treasurer before being presented at the annual general meeting.*

*The chairman, the vice chairman and the treasurer establishes and manages the organisation's account. It should not be strived towards establishing a fortune unless the fortune is established to achieve a specific purpose.*

The proposal was put to a vote.

- Vote: Everyone approved.

## **8. Election of board members and alternates**

AFMA: The current chairmanship is graduating and will therefore don't stand as candidates for the new board.

The board of directors consists of 5 ordinary members, 3 alternates and 2 employee representatives.

Question:

1. I would like to stand as a candidate. Is it possible to suspend the rule of the 7 days' notice of candidates?
  - The suggestion to suspend the 7 days' notice was put to a vote:
    - Vote: Everyone approved.

Candidates for the board (ordinary members and alternates):

- Kevin Zulu: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Ewa Smykla: Sørerne, MEC, 3<sup>rd</sup> semester (graduation: summer 2022).
- Dovydas Vinickis: Sørerne, MEC, 3<sup>rd</sup> semester (graduation: summer 2022).
- Mathilde Mabileau: Lyngby, INO, 1<sup>st</sup> semester (graduation: winter 2022)
- Josefine Düring Reyes Jensen: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Nicoline Ravn Grønbech: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Nouha El-Mouaki: MAK, Sørerne, 2<sup>nd</sup> semester (graduation: winter 2022).

Each candidate presented herself/himself.

Suggestions for the voting process:

- CDP: Since there are 7 candidates for the 8 seats in the board, I would like to suggest that we make a joint voting process where we vote for all candidates for the board at once, and then the board themselves can decide who should be alternates and who should be ordinary members at the constituting board meeting.

- The suggestion was put to a vote:
  - Vote: 8 voted Yes. 5 votes No.
  - Result: All candidates were voted into the board.

The new board from January 2021 to December 2021:

- Kevin Zulu: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Ewa Smykla: Søerne, MEC, 3<sup>rd</sup> semester (graduation: summer 2022).
- Dovydas Vinickis: Søerne, MEC, 3<sup>rd</sup> semester (graduation: summer 2022).
- Mathilde Mabillean: Lyngby, INO, 1<sup>st</sup> semester (graduation: winter 2022)
- Josefine Düring Reyes Jensen: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Nicoline Ravn Grønbech: City, FIB, 3<sup>rd</sup> semester (graduation: winter 2023).
- Nouha El-Mouaki: MAK, Søerne, 2<sup>nd</sup> semester (graduation: winter 2022).

The new board will begin January 2022 and constitute itself with a chairman, vice chairman, treasurer and secretary. The new board will also decide who the five ordinary members and the alternates are.

The new board will be invited to the current board's next board meeting in 2021.

## 9. Optional

- AFMA suggested that the new board should consider re-establishing an advisory board consisting of former volunteers from the student organisation in order to get sparring and knowledge sharing across former and current volunteers.

*The meeting ended at 18:15.*