

**DRAFT MINUTES
of the Executive Board Meeting
held on 1st of December 2015
Kyoto – Japan**

Present: President Marwan Abdelhamid, President Elect Jorge Spitalnik, Past President Adel Al Kharafi, Executive Vice President Haro Bedelian, Executive Vice President Peter Greenwood, Treasurer Reginald Vachon and Executive Director Tahani Youssef

(Minutes numbering coincides with Agenda numbering and does not necessarily represent the order in which subjects were discussed)

I. Opening remarks

The president welcomed the participants.

II. Approval of the Agenda

The items of the agenda were approved.

III. Review of any Matters from the 2015 December Executive Board Meeting

a) Report of the Marketing Task Group (Haro Bedelian)

The report on the WFEO website as prepared by Ivan Juiz was circulated.

H Bedelian indicated that this TG is now suspended pending a decision of the new executive council.

The executive board decided to have the new executive council look into this question and decide whether or not to continue having a Marketing TG.

Motion 1

b) Report of the Task Force on Governing Documents (TFGD)

The Group's report was circulated and discussed.

P. Greenwood referred to the work done by TFGD chair Bill Salmon, and mentioned that two amendments to the Rules of Procedure were proposed:

1. Sources of nominations to the WFEO awards
2. Performance of STCs and Working Groups

After discussion, a motion to restrict the right to nominate candidates to the WFEO awards to WFEO national members in good standing was carried.

Motion 2

The proposed amendments concerning the performance of STCs and Working Groups were discussed.

A motion to endorse these amendments and recommend their approval by the executive council was carried.

Motion 3

c) Report of the STCs Review and Support Group (Peter Greenwood)

The report of the STCs review and support group was circulated and discussed. It included the results of the 2015 STCs assessments, the hosting and renewal proposals that were received and a reference to the rule change concerning STCs

The question of restricting STC members to WFEO national members in good standing was raised and it was decided to have the executive council decide on this.

A motion to endorse the report and recommend its approval by the executive council was carried.

Motion 4

d) Report on WFEO/UN Relations Committee (WURC) - (Reginald Vachon)

A report on WURC is included in the WFEO Biennial Report that was circulated.

Concerning the UN Sustainable Development Goals (UNSDG), the chair indicated that each STC needs to specify the fields in which it can be involved in the long term.

He mentioned that information about the activities of WURC should be circulated regularly to national members.

He added that the status of WURC should be discussed to make constitutional change if necessary, an important point of which is to decide if WURCs chair would be automatically WFEO vice president.

Another important point is to find volunteers in New York and Geneva to attend the UN meetings of interest to WFEO.

A motion to approve the report of WURC was carried.

Motion 5

Past President Adel Alkharafi mentioned that he will endeavour to have Kuwait support WURC. This could be in the form of financial support to WFEO participants in the UN bodies.

He added that WFEO should prepare a draft budget for this committee to allow him to seek financing.

e) Report of the Nominations Committee (Peter Greenwood on behalf of Paul Jowitt)

P. Greenwood commented the report of the nominations committee as prepared by P. Jowitt.

A motion to endorse the report of the nominations committee and recommend its approval by the executive council was carried.

Motion 6

f) Report on IEA/WFEO Agreement (Peter Greenwood)

P. Greenwood mentioned that both IEA and WFEO have approved an agreement that will be signed by both sides later in the afternoon.

He added that the current list of members of the IEA / WFEO Committee should be updated.

A motion to endorse the report of the IEAWFEO Committee was carried

Motion 7

g) World Engineering Forum (WengF) - (Marwan Abdelhamid)

M. Abdelhamid mentioned that the situation in the Middle East was very critical. Nevertheless, the United Arab Emirates expressed its interest in this project but is waiting for the right time to announce its readiness to implement it.

He added that he will personally follow up this matter. Jorge Spitalnik indicated that M. Abdelhamid should be the chair of the WengF Project and continue the follow up of this project.

A motion to receive the report on WengF was carried

Motion 8

h) Africa Catalyst Initiative

There was no report on this initiative.

i) Final Draft of WFEO Strategic Plan

The final draft of the WFEO Strategic Plan as prepared by Vilas Mujumdar was circulated.

A motion to endorse the final draft of the Strategic Plan and recommend its approval by the executive council was carried.

Motion 9

FINANCE AND ADMINISTRATION

IV. Financial Situation

The report of the treasurer that included comments on the 2014 accounts as prepared by the InExtenso, a forecast for the end of 2015 budget and the draft budgets for 2016 and 2017 was circulated and discussed.

A motion to endorse the treasurer's report was carried

Motion 10

A motion to endorse the 2016 and 2017 budgets and recommend their approval by the executive council was carried.

Motion 11

A motion to approve the forecast for end 2015 was carried

Motion 12

A motion to endorse an annual 5% adjustment of subscriptions and recommend its approval by the executive council was carried.

Motion 13

Administration

V. Report of the Executive Director

The executive director confirmed her intention to retire at the end of June and indicated that contract with Marketing and Communication Director has not been renewed.

She proposed to re-establish the working hours Webmaster Ivan Juiz to full time

A motion to approve the re-establishment of the working hours of the webmaster to full time was carried

Motion 14

The executive director indicated that the WFEO office rent at UNESCO for 2016 was increased to 11084.33 Euros.

She reported on her action with UNESCO and her involvement with STCs, committees and task groups as mentioned in the WFEO Biennial Report 2013-2015.

She also contacted UNESCO to have the possibility for WFEO to talk during one of the meetings held during the organizations general conference. She obtained the approval to address the UNESCO Science Commission first meeting. A statement and presentation was prepared in collaboration with Houda Ait Mik who made the presentation in the name of WFEO. It was very well received by the participants.

She also reported on an initiative on hydrology in Africa in which headquarters are involved in partnership with a few other NGOs partners of UNESCO. Contacts were made with French

speaking African national members to encourage them to answer a questionnaire and send engineers to training workshops on hydrology that would take place in existing centers in Burkina Faso and Niger. The aim of this group is to design a program, identify the teachers and candidates then ask UNESCO and others for financing.

Headquarters worked on the preparation and publication of the 2013-2015 Biennial Report and maintained the website up-to-date

She reported on the very time consuming and huge amount of work that had to be done at HQ concerning the Kyoto general assembly and the WECC-2015 and proposed that an agreement be signed with the hosts of WECs and other major events that would establish clear deadlines for each action to be done by the host country.

Finally, she mentioned that headquarters prepared a test Flash-Info document focussing on WFEO most important activities. This document if approved by the board would be short and would replace the quarterly newsletter.

A motion to approve a monthly Flash-Info document was approved

Motion 15

Concerning legal affairs, the executive director reported on the follow up of the complaint filed by former marketing and communication director Roxanne Suran and informed the board that a new date has been fixed on 22 March 2016 for a hearing in front of the prud'hommes (labor relations board) because Mrs Suran's lawyer did not show up at the previous hearing.

She added that a court hearing concerning Arcturus took place on 19 November 2015. A decision was made to postpone the court decision in order to rule on both issues: our appeal and the double payment. Till now, there is no date for the coming hearing.

A motion to receive the report of the executive director was carried

Motion 16

VI. Membership

The executive director mentioned that six organizations joined WFEO as national members and three as associate members. This is indicated in the WFEO 2013-2015 Biennial Report.

She added that contacts were made with French National Member IESF and several meetings were organized between their president and executive director and Marwan Abdelhamid and herself. Marwan Abdelhamid was also speaker at the French Engineers' Day as invited by IESF.

The president reported to the board on a visit he made together with the executive director to meet with VDI officials. It was a successful meeting and VDI promised to study the possibility of re-establishing relations with WFEO.

He also mentioned that he met with national member USEA in Moscow in an attempt to convince them to return as national member and not as international member only.

PROGRAMS AND PROJECTS

VII. Executive Council 2016

Peru sent a letter about preparations for the 2016 executive council in Lima and will make a presentation to the general assembly.

VIII. General Assembly 2017

Italy submitted a proposal to host the 2017 general assembly in Rome

A motion to endorse this proposal and recommend its approval by the executive council was carried

Motion 17

IX. Executive Council 2018 and WFEO 50th Anniversary Celebration

ICE submitted a proposal to host the 2018 executive council in London and organize the WFEO 50th anniversary at the same time

A motion to endorse this proposal and recommend its acceptance by the executive council was carried

Motion 18

X. 2023 WEC and General Assembly

The Czech Republic submitted a proposal to host the 2023 general assembly and WEC-2023

A motion to endorse this proposal and recommend its acceptance by the executive council was carried

Motion 19

XI. Miscellaneous

There were no proposals under this item

XII. Next Meeting

The executive board will meet in Paris during the week of 21 March 2016.

With no other items to discuss, the president thanked all participants and closed the meeting.