

SOA Executive Committee
Minutes of the Meeting

- I. **date:** 17 Jan 2020
- II. **location:** Building 102, Room 248 (“Juan Cortes” Conference Room)
- III. **duration:** 1300 – 1430 hrs
- IV. **attendance list :**

SOA-Function	Name	token		status
Chairman	Marin Natchev	MN	MG (ret.)	P
Co-Chairman & NMR and US Chapter Liaison	John Haas	JH	COL (ret.)	P
Treasurer	Véronique Leroy	VL	NATO Civilian (ret.)	X
Assistant Treasurer & Web Content Manager	Jean Vanderwal	JV	NATO Civilian (ret.)	P
Secretary & Publications Manager	Jack Smits	JS	NATO Civilian (ret.)	P
Scholarships Coordinator	Benoît Davin	BD	COL (ret.)	P
Database Manager	Raymond Healy	RH	COL (ret.)	P
SHAPE COM DIV Liaison Officer (SCDLO)	Marcin Walczak	KP	LTC	X

V. **agenda items:**

#	Action Item <i>status from the previous and latest meeting</i>	Action by ¹	status
1	Approval of minutes of 21 Nov 2019 meeting and today's meeting agenda .	all	approved
2	<p>SOA symposium 2020 – DRAFT program</p> <p>The meeting decided , pending confirmations, the following program outline :</p> <ul style="list-style-type: none"> a. 8 October, Thu - Welcome Reception at the Hotel de Ville, Mons (Vero to arrange). b. 9 October - Fri, 60th Symposium, optionally followed by the Friendship Concert in Mons. c. 10 October, Saturday – Cultural visit : given the geographical proximity it was decided to select the AB Florennes Spitfire museum (in the light of the 80th anniversary of the Battle of Britain), followed by a late afternoon a rest period and 	<p>VL</p> <p>JV</p> <p>BD</p> <p>VL</p>	ongoing

¹ 1. Executive Committee Member(s) in lead; 2. supporting Executive Committee Member(s)

	<p>then the traditional dinner at La Gourmande in Casteau.</p> <p>Note : MN noted the ‘unpleasant’ separation in two isolated groups last time, and inquired about the possibility to sit the entire group of dinner attendees together.</p> <p>Once the dates are confirmed, an informative message will go out to the members.</p>	VL	
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3	<p>Planned SOA 2020 Activities</p> <ul style="list-style-type: none"> - New Years’ Happy Hour at the SHAPE Club was well attended. - Candlemass @ chalet on Feb 3rd going ahead as planned, invitation was sent, awaiting replies. - Florida Fun weekend on 20-22 March - Wine and cheese party in late spring. - visit of the Hôpital Notre-Dame à la Rose at Lessines. Two hour visit in the morning, possibly with lunch. Saturday 14 March was selected, JV to confirm and provide details. - visit “Louvre” Lens, France (keep in reserve) 	JH JV JV	Closed Ongoing Ongoing
4	<p>Action items from the previous meetings</p> <p>New SACEUR – Office call and SOA Flyer picture. Various attempts have been made to approach this issue with SACEUR, unsuccessful so far.</p>	JH	ongoing
5	<p>Newcomers Briefing</p> <p>SOA has been invited as a Group II Activity to address SHAPE Newcomers during the summer period . JH indicated his desire to keep SOA presence at this event.</p>	JH	ongoing
6	<p>Membership status</p> <ul style="list-style-type: none"> - current membership status: 456 - Question was raised on the possible need for termination of Honorary members after a given time period. It was decided that Honorary status was for life. 	RH	ongoing

	RH to provide current standings via mail		
7	Scholarship status <ul style="list-style-type: none"> - Action underway to transfer the scholarships due to the awardees. - Action underway in order to attract U.S. applications through the U.S. Chapter 	BD/JH	closed ongoing
	AOB		
8a	Invite Assistant for Host Nation Affairs to SACEUR to join ExCom – deferred till later in the year	JH	deferred
8b	SHAPE passes for SOA members <ul style="list-style-type: none"> - All ID cards have been accounted for. - Last seven cards are waiting to be handed out. 	RH	ongoing
8c	SHAPE/SOA website There were inconsistencies in the representation of the SOA on the SHAPE public Internet website, with respect to being an association or Group II activity. JV to contact the webmaster to correct and update.	JV	ongoing
8d	Back up of SOA Data Base / setup of digital archive Cloud upload and catalogisation.	JS	ongoing
9	Next Executive Committee Meeting Friday 20 March 1300 , Building 102, Room 248, (“Juan Cortes” Room).	JH	