

SOA Executive Committee

Minutes of the Meeting

1st October 2014

1. The SOA Executive Committee met on the 1st October 2014 in the PAO conference room (Attendance apologies received from Steve Covington, Veronique Leroy and Christiane Hermant). The following agenda items were discussed and the consequent actions noted below:
2. **Approval of the previous minutes and approval of the Agenda:** The Minutes and Agenda were approved and open items were addressed as indicated in this report.
3. **Action Items from the previous meeting:**
 - a. The action items were reviewed and all had been completed.
4. **Symposium 2014**
 - a. The Welcome Package was reviewed and the following items noted:
 - i. Friendship concert. The SOA had reserved a number of places at the Friendship Concert on Friday evening but tickets were required. The Belgian Liaison Officer was contacted and he would provide 40 tickets directly to the Executive Committee prior to the Symposium. (Action: JV)
 - ii. Trip to Tournai. The bus schedule required some adjustment to allow for the road works on the E42 and the need for a second pick-up point at the Berlin Gate. Additionally, the Tournai Tourist Office required a 50% deposit prior to the visit. The minimum number of persons required for the tour is 20 and the cost per person is 26 Euro. In the absence of the treasurer, Jean Vanderwal undertook to pre-fund the 50% deposit, contact Eurobussing for the minor adjustments to the bus pick-up and issue the planned Tournai visit schedule. (Action: JV)
 - b. The Chairman's report was reviewed and minor amendments made to the Scholarship slides to reflect the contributions this year and the matching funds by SOA.
 - c. The Chairman of the US Chapter had a productive meeting with the proposed new president, General Shaud, to discuss plans for the upcoming Symposium. Details of General Shaud's participation will be confirmed this week. General Shaud had also reached out to the SHAPE senior officers, and MGen Davis DCOS OPI has offered to be a guest speaker at the Symposium. (Action: MO)
 - d. The Executive Committee would invite MGen Davis and his wife to all the Symposium events and the formal dinner. (Action: GB)
 - e. The process for the confirmation of the proposed new president was discussed. The Executive Committee had already received a number of email votes and a 'show of hands' would be counted at the Symposium to confirm the appointment of the new SOA President. An official photographer would attend to record the Symposium proceedings. (Action: MO)
 - f. A SHAPE All Users message would be released through the Belgian Liaison Office to invite all Shapians to the Symposium's Friday afternoon presentation on "MONS – City of Culture 2015". (Action: AJ & JV)

- g. The current SOA leaflets would be distributed at the Symposium. A new version of the leaflet would need to be produced in 2015. (Action: MO)

5. Scholarship(s) 2014

- a. Applications had been received from two candidates. Both were considered as very worthy and as sufficient funds were available, both were accepted for the SOA Scholarship Awards in 2014.
- b. As in past years, the SOA would wish to recognize some individuals by dedicating the Scholarship Awards in their name. The Executive Committee is pleased to dedicate the Scholarship Awards in 2014 to Margaret Haas and Horst Lemke.
- c. The parents of the successful candidates will be contacted and hopefully will be able to accept the awards at the Symposium on behalf of their children. (Action: SS)

6. Membership Status

- a. The membership status was reviewed and a summary will be presented as part of the Chairman's Report at the Symposium.

7. AOB.

- a. The SOA sponsored request for "Tops in Blue" to perform at the Mons Theatre as part of the 2015 cultural activities has now been accepted in principle. The scheduling will be done in March 2015 and the SOA Executive Committee have been requested to provide three available dates on a Friday or Saturday evening between mid September and first week of October. The MWR will also need to be contacted to determine the proposed dates for the SHAPE concert, and it may be possible to schedule the "Tops in Blue" performance to coincide with next years SOA Symposium. (Action: JV & RH)
- b. The first SOA event for next year is the "SOA New Years Welcome Drinks" planned for 14th January 2015 at 1700 in the SHAPE Club.

8. Next Meeting

Thursday 9th October 2014 at 1530 in the Hotel Dream, Mons.