

## SOA Executive Committee

### Minutes of the Meeting

**18<sup>th</sup> June 2014**

1. The SOA Executive Committee met on the 18<sup>th</sup> June 2014 in the PAO conference room (Attendance apologies received from Steve Covington, Guenter Bretschneider, Veronique Leroy, Jurgen Walter and Scott Sunquist). 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. All action items are covered by the Symposium 2014 discussions minuted below.
4. **Symposium 2014**
  - a. The 2014 Symposium will take place on the 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> of October 2014 at SHAPE. The registration package was reviewed and will be circulated for final comment next week. The package will be distributed at the beginning of August and a registration reminder will be sent out at the beginning of September. The final registration date will be 18<sup>th</sup> September 2014. (Action: CH & MO).
  - b. Accommodation: Located in a former chapel, the Hotel Dream is a newly restored 4 star hotel ideally situated in the city centre of Mons. Seven rooms have been reserved from 8-12 October for the SOA Symposium. (Action: CH to verify the room status).
  - c. Thursday 9<sup>th</sup> October 2014:
    - i. There will be an Executive Committee meeting at the Hotel Dream at 1600hours.
    - ii. There will be a welcoming Happy Hour at the Hotel Dream from 1800-1900 hours.
  - d. Friday 10<sup>th</sup> October 2014:
    - i. The programme for the Symposium will begin with a SHAPE bus tour for all those who wish to see the extent of the changes that have been made and are still planned across the SHAPE estate.
    - ii. The morning session will continue at the SHAPE Club with the standard SOA Executive Committee reports and presentations as well as the confirmation of the new SOA President. This will be followed by a no-host lunch at the SHAPE Club. (Action: MO).
    - iii. The afternoon session will continue at the SHAPE Auditorium where a presentation will be made by a Mons 2015 City of Culture representative, followed by an Allied Command Operations update brief. (Action: JV and MO).
    - iv. The social evening event will be an organized trip to the SHAPE Friendship concert at the Theatre Royale in Mons. This event is free, but SOA members will need to indicate their intention to attend when they register for the Symposium.(Action: MO).
    - v. SOA inventory items will be on sale during the Symposium. (Action: VL).
  - e. Saturday 11<sup>th</sup> October 2014: The full details of the social programme will be included in the registration package and includes the following:
    - i. The traditional SOA Golf Tournament at the Royal Golf Club Hainault. (Action: JMB).
    - ii. A 'City Exploration' tour of Tournai. Details of the proposed program were outlined by Jean Vanderwal and approved by the committee. (Action: JW).

- iii. The final event of the Symposium programme will take place on the evening of Saturday the 11<sup>th</sup> of October and will be the formal SOA Dinner at the Hotel Dream.
- f. Transportation: The bus requirements for the Friday and Saturday programme were finalized and will be arranged. (Action: MO).

## **5. SOA Presidency**

- a. A letter had been received from General Jones on 16<sup>th</sup> June 2014, stating that unfortunately he could not participate in the SOA activities as he would prefer, and he therefore requested the SOA Chairman to proceed with the nomination and election of a new SOA President. General Shaud had indicated his willingness to accept the SOA Presidency and the US Chapter Chairman would be requested to draft an appropriate letter on this topic. The appointment of a new SOA President would be formally confirmed at the SOA 2014 Symposium. (Action: SC & JH).

## **6. SOA Activities 2014**

- a. The SOA will participate in the next SHAPE Newcomers Brief on 17<sup>th</sup> July 2014 and copies of the new SOA Brochure would be provided. (Action: JMB).
- b. A walking tour in the Mons area had been confirmed as 'Le Levant'. The proposed dates were either for the 9<sup>th</sup> or 30<sup>th</sup> of August 2014 depending upon the availability of the organizer. (Action: CH)
- c. A "Mons 2015 City of Culture" briefing will be given as an integral part of the SOA Symposium on Friday 10<sup>th</sup> October at 1400 in the SHAPE Auditorium. This event will be advertised for all Shapians to enjoy. (Action: JV).
- d. The SOA had agreed to match the scholarship funds raised this year subject to a limit of 10% of the SOA Operating Fund. To avoid any double accounting, this would be a one-time contribution on a nominated date. Following the recent inventory of items, a number of SOA glasses were discovered. These glasses will be auctioned at the SOA Symposium and the proceeds donated to the SOA Scholarship Fund. (Action: SS).
- e. The planned "Wine tasting" event will now be held in November 2014 (Action: RH).
- f. Action continues by the SOA to sponsor a performance by 'Tops In Blue' as part of the official Mons 2015 European City of Culture activities. (Action: RH)

## **7. AOB.**

- a. The SOA Scholarship discussions were deferred until the next meeting.

## **8. Next Meeting**

Wednesday 20<sup>th</sup> August 2014 at 14:00 in the PAO conference room.