



AMEAC 2023  
Preliminary Minutes  
EMEAC 2024 - Istanbul

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 3<sup>rd</sup> of March 2023

Dear EUROAVIAns,

In this document you will find the Minutes of the Annual Meeting of the EUROAVIA Congress 2023, which was held in Sevilla in Spain from the 26<sup>h</sup> until the 30<sup>th</sup> of September.

As it is impossible to transcribe every word of the Business Meetings, nevertheless the minutes capture the core of the meetings, so so that a clear understanding of the points discussed can be given.

To ease the reading process, the following acronyms are used frequently. To understand further acronyms used in the minutes please refer to the *List of Acronyms*, found at the end of this document.

Acronym	Explanation
AMEAC	Annual Meeting of the EUROAVIA Congress
AS	Affiliated Society
BR	Business Relations
DIB	Designated IB
EMEAC	Electoral Meeting of the EUROAVIA Congress

Acronym	Explanation
ExMEAC	Extra Meeting of the EUROAVIA Congress
IB	International Board
IE	International Event
LG	Local Group
WG	Working Group

In case you have any doubts or comments concerning this document, please do not hesitate to contact me at [pavitarpal.singhlitt@euroavia.eu](mailto:pavitarpal.singhlitt@euroavia.eu) or the International Board at [ib@euroavia.eu](mailto:ib@euroavia.eu).

Yours faithfully,



Pavitarpal Singhlitt, Secretary of the International Board 2023-2024  
 EUROAVIA - The European Association of Aerospace Students

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## Technical data

### Minutes takers:

Business Meeting	Minute taker #1	Minute taker #2	Minute taker #3
Business Meeting 1	PAT	NAP	-
Business Meeting 2	DRE	AAC	-
Business Meeting 3 First part	CDF	CVL	-
Business Meeting 3 Second part	VLC	FBO	-
Business Meeting 3 Third part	MUC	DRE	-
Business Meeting 3 Fourth part	TER	LIS	-
Business Meeting 4	CVL	BUC	PIS

### Minutes checkers:

Minute checker	(P)AS/(P)AM
Iustinian Serban	CLJ
Mariel Petra	CLJ

### Vote counters:

Vote counter	AS/WG
Manuel Azevedo	CVL
Stamatis Moraitis	IE WG

### Compilation:

Responsible	Date of compilation
Pavitarpal Singhlitt – Secretary	03/03/2024

# 1 Minutes of the First Business Meeting

Date: 26<sup>th</sup> of September

Starting of the BM: 9:33 UTC+2

Ending of the BM: 19:30 UTC+2

## 1.1 Congress Opening Ceremony

Opening of the EUROAVIA Congress done by Irina Stoican.

## 1.2 Opening of the First Business Meeting

Opening of the First Business Meeting done by Irina Stoican.

## 1.3 Check of Legality

Check of Legality 1.1 at 9:33 UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	60	30	12
There is a quorum.			

## 1.4 Election of Minutes Takers, Minutes Checkers and Vote Counters

Minutes Takers for the First Business Meeting: AS NAP and AS PAT.

Minutes Checkers for the whole Congress: Mariel Petra AS CLJ and Iustinian Serban AS CLJ

Vote Counters for the whole Congress: Manuel Azevedo AS CVL and Stamatis Moraitis IE WG Tutor

## 1.5 Approval of the Agenda of the AMEAC 2023

Presented by Francesca D'Aversa.

<b>Motion 1.1</b>	
<b>The EUROAVIA Congress approves the Agenda of the AMEAC 2023</b>	
<i>Absolute majority hand-raising needed. Abstentions will be counted as <u>not in favour!</u></i>	
In favour	60
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 1.6 Check of Legality

<b>Check of Legality 1.2 at 9:57 UTC+2</b>			
Voters	Votes	Affiliated Societies	Countries
36	62	31	12
<b>There is a quorum.</b>			

## 1.7 Hikkeli Mikkeli presentation

Presented by Andrea Hidalgo.

## 1.8 Announcement from Communication WG

CM WG: We want to help us to realize some videos for our social media accounts. Please, collaborate with us.

AS NA: As a special task, each of you can record someone who is doing something typical of their nationality.

CM WG: We will ask you further help in the future.

## 1.9 1<sup>st</sup> Bylaws proposal

Presented by Leonor Patricio, Coordinator of the S&B WG.



**S&B WG:** This 1/3 is just to put a limit to the abstention to make sure enough people vote.

**AS SEV:** We should count as abstentions also the AS who haven't send the LoA or LoD.

**IE WG:** When you send the letter of delegation you authorize another AS to vote for you, for me is not fair that abstention count as not in favour because the abstention is when you don't want to give your opinion. You are not in favour and neither in favour.

**AS DRE:** I disagree with AS SEV because first it's your duty participating to the Congress, if you're being authorized or delegated you should think about your choice, and it's okay if you don't want to make it right now. This proposal it's a good compromise.

**AS BUC:** We didn't consider the AS that are not here until now.

**S&B WG:** We create the quorum by counting just the people that are authorized or delegated, if people want to vote but can't come, they can delegate.

**AS SEV:** How many AS do we need for the Quorum?

**FD:** 25%, 1/4 of AS and 1/3 of countries.

**AS SEV:** For me that minimum is very low, I prefer 50% of AS

**FD:** I think it's a good way because abstention for me is a form of protest the voting. It's a good compromise to what we discussed during the last Congress.

**AS MUC:** If we count the AS do not present as abstention it would be impossible to vote, seen we need 25% to have a quorum.

**AS AAC:** I agree with Pepe.

**AS AAC:** Will abstention be counted in the voting?

**FD:** Yes, it is still a vote.

**S&B WG:** As things are now, abstention is still a vote, but it's counted as not in favour, and people vote that because they don't understand it. Here you will be counted as part of the vote, but it means you are not either in favour or not in favour. The 1/3 rule is to make sure people understand completely what's the motion and use it as a protest if it wasn't clear enough so to make the motion again.

**IE WG Tutor:** It is possible that people are confusing something, In National Elections, most people don't even vote. And there's still a quorum. It doesn't matter the 25% defines a quorum and then 1/3 absent, it's still a valid quorum. It's a different thing being here and vote abstention and not even being here.

**AS DRE:** This proposal is a good compromise, because if you don't understand or something is formulated badly it is good to repeat it. Some people don't have a formulated opinion. It is correct because also a lot of countries use this way.

**S&B WG:** If you still have some doubts, the abstention will not disappear, it will just not be counted as not in favour.

**AS AAC:** To me, to vote abstention should only be if you really are conflicted about what to do, if you don't understand just ask.

**VPR:** I agree with you, but people just don't do that. People abstain because they don't want to take the responsibility of the choice.

**AS DRE:** It's easy to change the law that convinces people to vote responsible.

**AS PAT:** If you are not convinced you can vote not in favor or ask.

**AS RZE:** How many times you can repeat the motion after you have more than 1/3 abstention?

**FD:** We didn't think about that. Our idea was to modify the motion according to the Congress' opinion. We'll see how many times we must repeat the same motion and think about adding the maximum number to the Bylaw in the future.

**S&B WG:** Usually you don't repeat the same motion if there is a problem, you listen to the congress opinion and propose some changes.

**VPR:** We don't really need to define that as it's common sense. If the Congress absent on the same motion, we will not do it again.

**AS DRE:** It shouldn't be like that, it's very hard to repeat the motion more than once since we are tailoring the motion after hearing people's opinion.

**IE WG:** I agree with RZE, maybe it can be helpful to be more specific inside the Bylaw.

**AS CDZ:** As VPR said, if that happens more than once there's only two options. Either the motion is not clarified, or the people are protesting. Maybe we can put that in the Bylaw.

**VPR:** This motion we are proposing, if approved, can be modified in the future. We wanted to do this to make things fair. If this is not approved, think about that we could have some problems with abstention during this Congress.

**IE WG:** If it a protest, would there be a limit also for the countries?

**FD:** No, because the voting is anonymous.

**AS SEV:** Not for the hand-raising motions.

**FD:** But you can always ask for a ballot vote, which are anonymous.

<b>Motion 1.3</b>	
<b>The EUROAVIA Congress approves the 1<sup>st</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed. Abstentions will be counted as <u>not in favour!</u></i>	
In favour	50
Not in favour	7
Abstention	5
<b>The motion is approved.</b>	

FD: This rule will be applied for the rest of the Congress.

Coffee break from 10:44 until 11:08 UTC+2

<b>Check of Legality 1.3 at 11:08 UTC+2</b>			
<b>Voters</b>	<b>Votes</b>	<b>Affiliated Societies</b>	<b>Countries</b>
36	63	32	13
<b>There is a quorum.</b>			

## 1.10 Parallel Session

Presented by Victoria María Prieto Rueda.

### GROUP 1

#### AS CLJ Presentation

**AH:** Are you planning to expand the numbers of members?

**AS CLJ:** Yes, the quiz night is a tool for recruitment.

**AS NAP:** Did you have to pay for local events?

**AS CLJ:** Not really. The trip to the military base was free, the president sponsored the prize for the Quiz Night.

**AH:** Was it difficult to organise the FoWo 2022?

**AS CLJ:** Well, yes. We were only 4 people at first, so we needed recruitment. At the end we managed just fine, good deal with food, but ETS only had available one member, Andrea Curatolo, so we struggled in that issue.

#### AS IST Presentation

**AS NAP:** Can you tell me about some more about the trainings / WG?

**AS IST:** These organised trainings and workshops are formative sessions for other members.

**AH:** Have you thought of joining the ETS?

**AS IST:** Not really.

**AS NAP:** How do the satellites workshops work?

**AS IST:** We have a project about CubeSats.

**AS AAC:** Have you thought of participating in Fly Your Satellite Design Booster from ESA?

**AS IST:** No.

**AS NAP:** Do members pay a fee?

**AS IST:** No, it's free.

**AS NAP:** Are all the events free?

**AS IST:** Yes, and others are collaborations.

**AS NAP:** How do you pay for Workshops?

**AS IST:** Those teams (with which we collaborate) have separate sponsors.

**AS NAP:** So, are you organising them or they are organised by the same entity?

**AS IST:** These projects are university linked, yes, so not entirely organised by us, and we have an advisor, a teacher from the university.

### **AS NAP Presentation**

**AH:** Do you have any plan for promoting EUROAVIA Napoli?

**AS NAP:** Visibility in social media. Also, every year's target is different, so we must choose the way of communicating with them given the circumstances.

**AH:** Is there any local sponsor fixed?

**AS NAP:** Legally, we can't sign a contract with them. Companies see us every year because of many events so, practically we are partners, just not officially.

**AH:** What is the biggest difficulty you've had this year?

**AS NAP:** The (rocket) Workshop (CoRE).

**AH:** Who delivers the Workshop?

**AS NAP:** Usually, we divide it in 2 parts: professors and us, EUROAVIA Napoli. Also, we ARE partners with Formula SAE.

**AH:** And in order to know how to deliver, who teaches you?

**AS NAP:** We do it ourselves. In the CoRE we divided the tasks. Arduino, structures, we basically do the WS for us first and then deliver it for the participants.

**AS VLC:** How long did you take to acquire everything for it to be prepared?

**AS NAP:** In January we bought the material, February-March tried it out, and final April delivered the WS.

**AS AAC:** So how long in number of months?

**AS NAP:** From October to April overall.

**AH:** How did you manage to attract members to take part in LB?

**AS NAP:** Don't know. There were 11 people in October, 4 new extra members. But it was good because you can delegate tasks. But it's hard to keep up with everyone, you have to coordinate everything.

**AS VLC:** In the CoRE, where are the MatLab files from?

**AS NAP:** From Formula SAE mainly. Arduino files are from teachers and previous experience.

### **AS AAC Presentation**

**AH:** So, you had a problem to maintain active members, how do you approach the issue?

**AS AAC:** We have lot of members but only few are active (10-15 members). But we're looking forward to getting new members. They are more eager to do technical things and workshops. But we're still looking for ways of engagement.

**AS VLC:** Trips like the ones to Madrid, Bucharest, or Belgium, how did you finance them?

**AS AAC:** We pay a part, a certain percentage, but the participants also pay a part. Our objective is to reduce what members pay.

**AS NAP:** Why is 24€ the membership fee? Not 25€?

**AS AAC:** It used to be 2€ a month, but we finally made it a standard fixed price of 2 times 12 €.

**AH:** What are difficulties that you've found?

**AS AAC:** We wanted to join Paris Air Show, but we couldn't really do it. It was difficult to find sponsors. We must brainstorm about it to find solutions.

**AS NAP:** What are your plans?

**AS AAC:** We'll collaborate with student organisations for technical aspects. There's the rocket team, we have also a student organisation of drones. Our objective is to do a network merging from EUROAVIA Aachen.

**AH:** The one of the free beers, did you organise it?

**AS AAC:** No, just participated. It was an informal car competition, and not illegal.

### **AM ZWC Presentation**

**AH:** Karim said about an IE in El Cairo.

**AM ZWC:** Karim wants to, in October we'll think about it.

**AS NAP:** Is there a specific meaning of not asking for a fee for the WS?

**AM ZWC:** The whole material was covered by the University, so there was no need to.

### **AS VLC Presentation**

**Q:** How much does the flight experience cost?

**AS VLC:** 50 Euros to fly.

**Q:** How do you engage students?

**AS VLC:** Through local events but it's difficult, due to the problems created by the last board.

## GROUP 2

### AS BRE Presentation from 11:25 UTC+2

AS DRE: What is the role of the extended local board members?

AS BRE: We organize everything together, extended members are for voting.

AS LIS: Do you have a profit?

AS BRE: No, we don't have the report, but it's a non-profit organization.

### AS CDF Presentation from 11:33 UTC+2

IS: How many members did you declare? Because the membership fee is calculated on this basis.

AS CDF: We don't know because the secretary knows.

AS RZE: I think they declared 23 members (from the income).

AS LIS: Have you ever thought to build a drone?

AS CDF: Yes, but it's expensive. We bought one and we want to build one because it's attractive.

AS RZE: The reservation at the end of the year should be the sum of the reservation before and after the year (error in the table).

AS DRE: How is it to have a 2 years business year?

AS CDF: We are doing like that because if we would do like that, we wouldn't have enough participants in voting.

### AS KCO Presentation from 11:51 UTC+2

AS LIS: You said it is a place with a lot companies, why don't you have so many sponsors?

AS KCO: Because we have a lot of competitive association (not aeronautical) and not every sponsor gives us money (material) and university put a limit on how much money we can take.

### AS LIS Presentation from 12:03 UTC +2

AS MUN: Aerospace week, what is it? Why is the name AeroTec (clarification)?

AS LIS: We are EUROAVIA Lisbon, the public name is Aerotec (like a brand). The companies go to the university and offer sponsorships, scholarships, and help to grow. The event is free for participants, the companies must pay.

### AS PSA Presentation

AS CDF: What are „donations“?

**AS PSA:** The form in which we can accept sponsorships – we can't accept money from companies.

**AS LIS:** Why can't you not get sponsorships?

**AS PSA:** It is legally forbidden by the university, it is called a donation, it is just a label.

#### **AS RZE Presentation**

**AS LIS:** What is your role (international board member)?

**AS RZE:** I do everything related to EA international, BoP.

#### **AS LEU Presentation**

**No questions**

#### **AS TOU Presentation**

**AS CST:** How many participants?

**IS:** 46.

**AS LIS:** They could have a lot of sponsors, why are they so inactive?

**AS MUN:** Because there is so much competition with other associations.

#### **GROUP 3**

#### **AS BOR Presentation**

**AS BUC:** Regarding nanosatellites: did you already do it?

**AS BOR:** No. Still in concept phase: Companies have teachers that make it easier.

**AS BUC:** Only for Bordeaux?

**AS BOR:** No, other participants apart from EUROAVIA as well.

**AS SEV:** Which Companies?

**AS BOR:** NAS (Institute).

**AS SEV:** Only Aeronautics?

**AS BOR:** No, free for all, school is specialized on mechanical engineering.

#### **AS BUC Presentation**

**AS AAC:** How many members in Working groups?

**AS BUC:** Most in Technical WG: 90 to 100. Other departments around 20.

**AS DRE:** Where do you launch rockets and how do you build them.

**AS BUC:** We launch at the aerodrome, university helps with rooms. Build process: Start at the year, training session, then supervised building (supervisor is from technical WG), then event.

**FD:** How to acquire Sponsors?

**AS BUC:** New board in June, start working in October, June-oct: Sponsor packages created, aligned with events.

**AS DRE:** What are the packages?

**AS BUC:** Attracted with technical events, presented, and trying to acquire them for at least one event, ore more than one.

### **AS DRE Presentation**

**AS BUC:** For the Frankfurt visit, did you pay for everything?

**AS DRE:** LG paid for a large amount, but there were small participation fees. Almost symbolic fee but keeps the balance.

### **PAS Milano**

**AS LAB:** How much did you need to finance the technical project?

**PAS MIL:** 10k, but not spent on event, maybe around 8k. Personal connections to sponsor, worked well, sponsor happy to help.

**AS DRE:** Given 10k without purpose bound?

**PAS MIL:** No, MIL proposed to use money for IE as well, was accepted,

**AS BUC:** For workshops, do professors or companies help?

**AS MIL:** University helped, didn't need to pay for rooms.

**AS BUC:** How many members?

**AS MIL:** Around 50.

**AS BUC:** What about merchandise?

**AS MIL:** Basic fee for shirts and stuff, want to expand merch.

### **AS SEV Presentation**

**AS LAB:** Money from the university? How does that work?

**AS SEV:** Granted from university, must be applied for, unspent money has to be given back.

**AS DRE:** Business cluster? What's that?

**AS SEV:** Group of aerospace companies, Sevilla will have headquarters from Spanish space agency, so Sevilla will have many opportunities in the future in aerospace. Goal is to establish connection with the companies.

### **AS TER Presentation**

**AS LAB:** When will ESAC happen?

**AS TER:** No fixed date, between April and May.



**AS SEV:** Your balance didn't change but you changed reservations.

**AS TER:** Reservations used as income.

**AS DRE:** 8k grant, how does it work?

**AS TER:** Proportional to projects, must be spent to reapply.

**AS DRE:** Amount (8k) will change depending on situation at university? (formula student)

**AS TER:** Yes, last year was 2k.

**AS BUC:** Space program is another association?

**AS TER:** Association nonlegal (sub association), in the process of splitting them economically and legally.

**AS AAC:** Only money for technical events?

**AS TER:** Yes, only for technical, also grant from city of Terrassa is bound for technical.

#### **PAS GAZ Presentation**

**FD:** GAZ couldn't do IE because earthquake, but is one of the most active around PAS. Report was optional but they did it anyway.

#### **GROUP 4**

##### **AS CDZ Presentation from 11:32 to 11:38 UTC+2**

**No questions**

##### **AS CVL Presentation from 11:39 to 11:45 UTC+2**

**AS MUC:** What is HPA?

**AS CVL:** Human Powered Aircraft race.

**IB WG:** Tell us about the card for your members.

**AS CVL:** It is like a university card with their student number and if you present it to shops you get a discount. And lots of members continue being members of AS CVL due to this.

**VPR:** How much is the fee?

**AS COV:** Depends on the shop.

**VPR:** Did you assign a local board right after May elections? Do you start right away?

**AS COV:** They start in June.

##### **AS FBO Presentation from 11:52 to 12:04 UTC+2**

**IB WG:** You have very nice names for your events.

**FBO:** Thank you!

**AS MUC Presentation from 12:05 to 12:11 UTC+2**

**AS CVL:** Are there other Aerospace organisations in Munich?

**AS MUC:** Yes, they are about 60 – 70 in the engineering departments and 10 -15 Aerospace student clubs.

**AS PAT Presentation from 12:14 to 12:24 UTC+2**

**No questions**

**AS ANK Presentation from 12:24 to 12:29 UTC+2**

**No questions**

**AS BEG Presentation from 12:29 to 12:35 UTC+2**

**AS MUC:** I didn't understand if the total income statement is solely about money.

**VPR:** No, it is also materials and services.

**AS GLA Presentation from 12:37 to 12:41 UTC+2**

**EVERYONE:** Question about their financial situation.

**OST Presentation from 12:42 to 12:45 UTC+2**

**No questions**

Lunch break from 13:00 until 14:30 UTC+2

<b>Check of Legality 1.4 at 14:32 UTC+2</b>			
<b>Voters</b>	<b>Votes</b>	<b>Affiliated Societies</b>	<b>Countries</b>
35	61	31	13
<b>There is a quorum.</b>			

## **1.11 PAS Gaziantep international event status**

Presented online by Eylul Cali, President of PAS Gaziantep.

**IE WG Tutor:** PAS contacted the IE and asked to make the event although the bad situation in their country. They put a lot of effort on it, and they really want to do it.

**AS SEV:** I am one of the responsible from the AS WG. They are very active and involved at international level.

**FD:** The time we give to PAS to organize an International Event is 18 months. What we are asking, after the situation with the earthquake, is to give them another 18 months.

<b>Motion 1.4</b>	
<b>The EUROAVIA Congress postpones the motion of acceptance of PAS Gaziantep as AS to the EMEAC 2025.</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	61
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 1.12 2<sup>nd</sup> Bylaws proposal

Presented by Leonor Patricio, Coordinator of the S&B WG.

**AS SEV:** I think many details are being missed about how much you can follow the 5 year plan.

**PS:** In the BP there can be other things like projects which are not mentioned in the 5-years Plan. If we define too much it will be very difficult for the DIB. It's best to leave it more open like this so they can decide what they want to apply.

**S&B WG:** There is no point in putting detailed dates in the 5-year plan.

**FD:** It's stated in the Bylaw Proposal that the 5-year Plan is a goal. A goal is something you can achieve or not. I think it's clear. I don't want to put restriction because there can be too many variations.

**AS SEV:** I agree that we cannot put too many restrictions. It seems like you are open to the 5-year Plan but only to the 5-years Plan, not outside of it.

**FD:** I think it's only a technicality. The 5-years Plan can be amended.

**AS SEV:** It's not very efficient to have to amend the 5-year Plan just to accept the Business Plan.

**FD:** In the Business Plan you can add whatever you want, but now we are adding guidelines, not just general goals.

**IE WG Tutor:** I agree, you are not forced to do everything the 5-years Plan, it's just the dream you should reach for. The BP is how you put things in practice.

<b>Motion 1.5</b>	
<b>The EUROAVIA Congress approves the 2<sup>nd</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	56
Not in favour	1
Abstention	4
<b>The motion is approved.</b>	

### 1.13 PAS Izmir international event status

Presented online by Embre Simsek, President of PAS Izmir.

**IE WG Tutor:** Last year, you were at a finalizing phase of the event when the earthquake happened, and we had to cancel it. The IE WG didn't contact you because we didn't know your status. Do you think it is possible to have the event now after the situation with the earthquake?

**PAS IZ:** Yes, it is.

**IE WG Tutor:** In the Financial Plan you stated you have a 120 euros fee. By Bylaws, it's not possible if not for a crisis. Is that the case?

**PAS IZM:** They can cover the expenditure together with sponsor, I think that 120 is better for our event.

**VPR:** It's not up to you to decide, that's regulated by the Bylaws. You can have maximum 100 euros as a fee.

**PAS IZM:** But the fee for the event in AS Athens was 120.

**FD:** During the last Congress we made a modification to the Bylaws to facilitate the Local Groups organizing International Events. For longer events, you can up the price of event fees of 20 euro per day of the event. Your event is 5 days so it can be maximum 100. Also, this is your first IE, it's like a trial, it would be a problem to cause a precedent so early in your path of EUROAVIA. A year is a plenty of time to find even one sponsor.

PAS IZM: Then yes, we can put 100 but we must arrange with Sponsors.

Check of Legality 1.5 at 15:32 UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	61	31	13

Motion 1.6	
<b>The EUROAVIA Congress postpones the motion of acceptance of PAS Izmir as AS to the EMEAC 2025.</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	44
Not in favour	6
Abstention	11
<b>The motion is approved.</b>	

Coffee break from 15:40 until 16:03 UTC+2

Check of Legality 1.6 at 16:03 UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	61	31	13
<b>There is a quorum.</b>			

## 1.14 3<sup>rd</sup> Bylaws proposal

Presented by Leonor Patricio, Coordinator of the S&B WG.

**CM WG:** The second Application Period can also be open in other situations.

**FD:** That's specifically for the Congress. In other events, you can also open it if you have enough participants, but you want to have a waiting list.

**VLC:** What is considered enough participants?

**IE WG Tutor:** More than half of the participants.

FD: It also depends on the countries they are from. Like for participants who need the visa to travel, it's safer to have a waiting list in case there's problems with their visa.

<b>Motion 1.7</b>	
<b>The EUROAVIA Congress approves the 3<sup>rd</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	59
Not in favour	0
Abstention	2
<b>The motion is approved.</b>	

## 1.15 AS Madrid disqualification

AS LAB introduced the discussion as there was no representative of AS Madrid.

**AS SEV:** The situation with Madrid is difficult because there are no more members available in the Local Board as previous members graduated and left the city. They are going to legally dissolve the Association.

**IE WG Tutor:** They were supposed to host an IE this year. We delayed replying to other AS waiting for their response. We had many problems with the calendar.

**AS SEV:** the only person who responded is no longer on the local board.

<b>Check of Legality 1.7 at 16:39 UTC+2</b>			
<b>Voters</b>	<b>Votes</b>	<b>Affiliated Societies</b>	<b>Countries</b>
35	61	31	13
<b>There is a quorum.</b>			

<b>Motion 1.8</b>	
<b>The EUROAVIA Congress accepts the disqualification of AS Madrid</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	58
Not in favour	2
Abstention	1
<b>The motion is approved.</b>	

## 1.16 4<sup>th</sup> Bylaws proposal

Presented by Leonor Patricio, Coordinator of the S&B WG.

**AS LAB:** We wanted to be clear about eligible locations and borders. The problem is with countries accepting other countries. When it comes to expansion, as AS WG we look at what is better for EUROAVIA. From the perspective of AS WG, it would be appreciated to decide.

**SB WG:** Even across Europe there are countries that do not accept other countries. The point of borders is that if it is inside that area, there can be an AS.

**IE WG:** How can we change this proposal.

**SB WG:** We used Google Earth and found the coordinates.

**FD:** I agree with the coordinate method instead of the Netherlands list. We do care about giving opportunities to students and don't care about political situations.

**AS SEV:** Canarian and Madeira are in Africa, so they are excluded.

**AS DRE:** It seems a bit overblown, I would personally prefer the list.

**SB WG:** In Napoli someone was using in the magazine a flag of a country that couldn't be recognized and there was a problem. Now with coordinates we cannot go wrong.

**IE WG:** Google Maps always change. We could make a printed version in the format of a flight plan.

**AS FBO:** Is there any tolerance with the coordinates?

**SB WG:** We used Maps and zoomed the most we could. We have the tolerance of google. Also, the line on the East is all a river that passes through Kazakhstan.

**AS RZE:** I am not sure if the right side excludes the Asian part of Turkey.

**FD:** No, Turkey is all included.

**SB WG:** It's included, and it's mentioned.

**FD:** In case the Congress wants we can modify the paragraph about cities of Turkey to make it clearer.

**SB WG:** “All cities in Turkey are included”

**AS MUC:** What about Serbia and Kosovo? We need to mention Kosovo on the list because it is officially recognized. If we include Serbia, we must include Kosovo as well.

**SB WG:** Yes, that is true we can change that.

**IE WG:** In the left part we can avoid every possible discussion.

**FD:** With the left one we leave the decision to Congress. I remember I was against the list because I knew it would create so many problems and, in every Congress, there is a mess. I want the Congress to decide, and I prefer the one on the left even if it is complicated.

**AS MUC:** I like the right one, but I recognize that the left one is clearer.

**SB WG:** We could have problems with the borders in the future.

**AS SEV:** Is the Canarian inside the map?

**SB WG:** Yes

**AS RZE:** Can we make a map?

**FD:** Yes

**SB WG:** Basically, we weren't to keep the Bylaws as clear as possible.

**FD:** We already have complaints about the size of the bylaws.

**AS DRE:** I like the left, but I think we need to have a visualization of this.

**SB WG:** I don't know if we can put the image of the map on the bylaws, but we can on the website.

**IE WG:** We can include a QR code to make it easier to modify it in the future.

**AS AAC:** What about Russia

**SB WG:** The European part is included but the Asian part is not.

**AS DRE:** Is a part of Russia cut off near the north?

**SB WG:** I tried to make a line but there were already many points of coordinates.



<b>Motion 1.9</b>	
<b>The EUROAVIA Congress approves the Version 1 of the 4<sup>th</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	54
Not in favour	1
Abstention	6
<b>The motion is approved.</b>	

Coffee break from 17:41 until 18:01 UTC+2

<b>Check of Legality 1.8 at 18:01 UTC+2</b>			
Voters	Votes	Affiliated Societies	Countries
35	61	31	13
<b>There is a quorum.</b>			

## 1.17 AM LPU disqualification

Presented by Francesca D'Aversa, Secretary.

**AS DRE:** I understood they decided to close by themselves but last Congress there were the discussion about the missing payment of the fee. Is it resolved?

**FD:** They still have this problem, for both the Business Years. They did sent part of the money, but we didn't understand the situation either. That is why we are proposing a disqualification.

**PS:** I know the city and the university. It's a private university with people from prestigious family. They had the opportunity to collect the membership fees, but they didn't. To me, it seems like fraud.

**AS DRE:** Do they still need to pay that?

**FD:** No.

**AS DRE:** What is the amount to pay?

**FD:** 20 euros for both the BYs plus 1 euro per member, so around 80 euros.

<b>Motion 1.10</b>	
<b>The EUROAVIA Congress accepts the disqualification of AM LPU</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	60
Not in favour	0
Abstention	1
<b>The motion is approved.</b>	

## 1.18 5<sup>th</sup> Bylaws proposal

Presented Leonor Patricio, Coordinator of the S&B WG.

**AS SEV:** There are some typos.

**S&B WG:** We will fix it now.

Before voting it needed to change the text according to the suggestion from the congress.

<b>Motion 1.11</b>	
<b>The EUROAVIA Congress approves the 5<sup>th</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	61
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 1.19 Merchandising presentation

Presented by Andrea Hidalgo.

**PS:** Can we pay by cash?

**AH:** Ideally no cash.

**IE WG:** Is the link only for the big orders?

**AH:** No, it's for everyone.

**AS MUC:** Does it work for magazines?

**FD:** We're going to give a copy to each AS, then you can buy one copy for yourself. Just organize with Andrea.

**CM WG:** We also have copies of the 5<sup>th</sup> and 6<sup>th</sup> editions of the Magazine.

## **1.20 PPAS Lyon presentation**

Presented online by Tanish Katiyar, President of PPAS Lyon.

**IE WG Tutor:** If you get accepted, you have 18 months to organize the event. The calendar of 2024 is full, so you will have to host the event in the first months of 2025. Are you prepared to weight a year preparation for it?

**PPAS LYO:** I think so. What is our precise deadline for the event?

**VP:** We can postpone the deadline to give you more time during the next Congress, but it's not advisable.

**IE WG:** Within the year you should already start to organize the event so there will be no problem to accept the delay if you provide proof that you started.

**VP:** You have two weeks to contact the IE WG after you get accepted.

**AS VLC:** Are you also considering students outside ISTA?

**PPAS LYO:** For now, yes.

**VPR:** It will depend on your Statute.

**AS WG:** You will not lose contact with the AS WG if you are accepted.

**Motion 1.12**

**The EUROAVIA Congress accepts PPAS Lyon as PAS and gives it the task to organise an International Event within eighteen (18) months from AMEAC 2023**

*Absolute two-thirds majority ballot vote needed.*

In favour	59
Not in favour	1
Abstention	1

**The motion is approved.**

## **1.21 Closing of the First Business Meeting**

Closing of the First Business Meeting done by Irina Stoican.

## 2 Minutes of the Second Business Meeting

Date: 27<sup>th</sup> of September

Starting of the BM: 09:30 UTC+2

Ending of the BM: 20:28 UTC+2

### 2.1 Opening of the Second Business Meeting

Opening of the Second Business Meeting done by Irina Stoican.

### 2.2 Check of Legality

Check of Legality 2.1 at 11:06 UTC+2			
Voters	Votes	Affiliated Societies	Countries
34	59	31	12
There is a quorum.			

### 2.3 Election of Minutes Takers

Minutes Takers for the Second Business Meeting: AS Aachen and AS Dresden.

### 2.4 Business Report - Projects

Presented by the International Board.

**AS SEV:** Why is the GDPR officer still an IB officer?

**FD:** Will be changed with new IB. (it is quick change)

**AS SEV:** The IB should mention how many meetings their members attended during the year.

**IS:** It is written in Business Report.

### 2.5 Business Report – Working Groups

Presented by BR WG and S&B WG representatives.

**S&B WG:** All AS should check if they can store the EUROAVIA archive.

**AS RZE:** How big is the archive?

**S&B WG:** There are approx. 5 boxes left, unnecessary documents should be discarded.

**AS DRE:** Some documents must be stored long term (several years, depending on type) for legal reason.

**AS RZE:** Can everyone (from the EUROAVIA) have access to the archive?

**VPR:** Yes.

Coffee break from 10:44 until 11:03 UTC+2

Check of Legality 2.2 at 11:06 UTC+2			
Voters	Votes	Affiliated Societies	Countries
33	59	31	12
<b>There is a quorum.</b>			

## 2.6 Business Report – Working Groups

Presented by CM WG, DN WG and IT WG representatives.

**S&B WG:** Why did you not release the website earlier if you were finished around AMEAC 2022?

**IT WG:** We experienced some unexpected problems.

**FD:** Difference between preview and view, some problems weren't noticed right away but they should be fixed now, only one site still missing.

**PS:** The history page is very nice.

**AS RZE:** Where to report bugs on the website?

**IT WG:** During the congress report directly to IT WG members, otherwise write a ticket.

**S&B WG:** It will probably be worth investing money, to spread more EUROAVIA content on social media.

**CM WG:** Instagram gave a 10 € coupon which was used, and it worked out well.

**AS SEV:** Using the new WhatsApp tool (channel) to spread news to regular AS members could be useful.

**CM WG:** We haven't thought about it yet.

**S&B WG:** Instagram already has a similar tool like this.

**AS SEV:** WhatsApp may be more useful because more people use it.

## 2.7 Business Report – Partners, Sponsors, Collaborators

Presented by the International Board.

**S&B WG:** Why didn't Vicky and Fra share more of the responsibility for sponsors with rest of IB, like you said in last congress?

**FD:** After Chiara left (for personal reason) someone had to take over.

**PAT:** The changes that happened were so quick, the IB handled it responsibly and did good work.

**AS SEV:** The future IB can learn from this situation and can also use BR WG for this work.

**AS PAT:** AS Patras has never signed a MOU, what is it?

**AS ARM:** It is a contract signed by an AS and a Company, BR WG is working on a manual to help AS. BR WG and SB WG can provide help with this.

**AS SEV:** Why was the topic with "Adobe" not in the business report?

**VPR:** It was Chiaras job. She left, so it was left out of the business report.

**AS CDZ:** Can a local group contact the same sponsors as the international EUROAVIA.

**VPR:** IB and BR WG can help find sponsor. IB will put companies in touch with AS, if the companies want to work with a particular AS.

**FD:** The main problem is you are not allowed to share personal contact information of people working for the companies.

**AS ARM:** The Brochure will include international event information and be sent to companies so they can contact the AS.

**AS LAB:** An overview of sponsors (and who they work with) should be shared across the EUROAVIA.

**AS ARM:** The problem is, not all AS want to share this information.

**AS RZE:** There was a discussion at BREMEAC about sponsorship database concerning this.

**S&B WG:** Congrats to IB, great sponsors.

## 2.8 Working Groups Olympics explanation

Presented by Lucia Ruocco and Elena Tonucci, respectively DN WG and CM WG Coordinators.

**S&B WG:** Don't share the words you receive during the games.

**AS MUC:** What is the winning condition?

**DN WG:** The winner is the one who solves the riddle first.

Lunch break from 13:00 until 14:40 UTC+2

Check of Legality 2.3 at <u>14:52</u> UTC+2			
Voters	Votes	Affiliated Societies	Countries
34	63	32	13
There is a quorum.			

## 2.9 Working Groups Olympics

No minutes taken during this activity.

Coffee break from 16:35 until 17:00 UTC+2

Check of Legality 2.4 at <u>17:00</u> UTC+2			
Voters	Votes	Affiliated Societies	Countries
33	60	31	12
There is a quorum.			

### Feedback Olympic Working Groups

**AS RZE:** There was not enough room for all the stations.



## 2.10 Business Report – Working Groups

Presented by ETS WG, IE WG and IB WG representatives.

No comments or questions.

## 2.11 Business Report – Working Groups

Presented by HR WG, EG WG and AS WG representatives.

**HR WG:** If anyone wants to join WG during the congress, come to us.

**AS FBO:** Do we want to grow outside of Europe?

**AS LAB:** Right now, we have no plan to expand outside of Europe, more than we have.

Coffee break from 17:56 until 18:05 UTC+2

Check of Legality 2.5 at <u>18:06</u> UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	62	31	12
<b>There is a quorum.</b>			

**IE WG:** The new financial report was just sent. Can we move the presentation to a later point in time so we can have time to read the report?

**FD:** We could move some things, but not everything.

**VPR:** Read the new financial report until 18:35

Check of Legality 2.5.1 at <u>18:37</u> UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	62	31	12
<b>There is a quorum.</b>			

## 2.12 Financial Report

Presented by Andrea Hidalgo.

**AS PAT:** What is the reason for difference between incomes 26<sup>th</sup> of September and outcomes 25<sup>th</sup> of September?

**AH:** It is probably a typo; the numbers must be the same.

**IE WG:** There is a 60 € difference in total incomes and outcomes.

**AH:** There is a mistake in the income of 26<sup>th</sup> of September “merchandising”, a 25€ difference. (Merchandising should be 3355,95€)

**VPR:** A reimbursement of 5 € was sent from Napoli to Vicky’s PayPal account for merchandising.

**AH:** 322,95 € for the 5<sup>th</sup> of April is the correct amount for merchandising.

**IE WG:** If you add 5 euros your still missing 10 €s to fix the 60 € gap.

**SB WG:** 35 € is missing from the income side and 25 € is missing from the outcomes side. This makes up the missing 60 €.

**AH:** The subtotal of the “other” income should be 36375,68 €.

**IE WG:** The document should be correct before we approve it.

**AS SEV:** The income in tab. 1, “eduopinion” shows a 200 € difference. (clarification)

**AS BUC:** Page 14, “TSP” is 250 € for FoWo and 250 € for TNT but I didn’t get an email with that information.

**AH:** The email was sent on 26<sup>th</sup> of January. (Proceeds to show email)

**AS SEV:** The outcomes and incomes should be same.

**AH:** 25<sup>th</sup> September is a typo in the document its always 26<sup>th</sup>.

**S&B WG:** Page 4, 5<sup>th</sup> paragraph, typo (and...)// tab.1, caption, typo (26<sup>th</sup>)// page 8, last line, typo EUROAVIA (instead Airbus)// page 15, 1. Paragraph, last line, typo// page 16, Ideathon mistake.

**DN WG:** Page 7, LPU fee (115 € will be added...) they have been disqualified already.

**AS LAB:** The sum of expected income and sum of income by 26<sup>th</sup> of September don’t match.

**AS DRE:** Was the position of UBO open since 2020?

**AH:** The “ultimate beneficial owner” (it means who is responsible for the property of the EUROAVIA), must be renewed for every new treasurer.

**AS DRE:** How long is the change going take? Why was it missed?

**AH:** The banks data on EUROAVIA wasn't updated since 2006.

**IS:** The reason is a loss of knowledge in the previous year

**AH:** I am going to contact the bank, to accelerate the process of changing the UBO. The UBO had to be changed since 2020, that's why knowledge was lost.

**IE WG:** Introduction, 7. Paragraph, why are we adding 150 €?

**FD:** It was a typo in the plan, so it was corrected in the report because it shouldn't have been approved.

**S&B WG:** The outcomes of “IB TSP” table 10, why did only PS receive it since we knew we have other DIB members.

**AH:** They were normal members until after the congress started.

**VPR:** You must apply for TSP before the congress and apply with your current member status.

**AS SEV:** If SURTAM is going to pay next week it is alright, if they only pay in a month, it shouldn't be in the financial report.

**AH:** The payment will be done during the first 10 days of October; the financial plan was wrong at that point.

**S&B WG:** The text of ASRW outcomes and table 9 don't match.

**AH:** The table takes a 50 € reimbursement into account.

**IE WG:** What is the total income in excel?

**AH:** 58177,46 €.

**IE WG:** Table 1 has a typo; total income was calculated for the 26<sup>th</sup>.

**S&B WG:** Do we still have 400€ worth of merch?

**IS:** Yes, it includes the magazines as well, which are at least 200 €.

**IE WG:** Why is GTD a sponsor but we didn't receive money from them?

**AH:** They paid AS Terrassa directly; the matter is finished.

**FD:** AS Terrasse will give the proportional part of the sponsoring to AS Munich.

**AS SEV:** We are using a lot of payment methods, are you thinking about reducing the number of methods used?

**AH:** In some cases, it is not possible to use other methods. For example, AS from Turkey have a lot of problem with this.

**VPR:** Ideally, bank transfer is the only method, but it is not so right now. Sometimes, the money must be paid immediately, and some people have big transfer taxes... my personal account had to be used as Chiaras was no longer available.

**AS SEV:** Can the EUROAVIA have a PayPal account.

**VPR:** An association cannot have a PayPal account (there are technical issues). There was no reply from PayPal for technical support.

**AS SEV (Pepe):** I have a contact who worked for PayPal.

**VPR:** Also, make sure to pay taxes when you transfer money to the EUROAVIA if necessary, otherwise the EUROAVIA receives less money.

**IE WG:** What happened with the auditors and the financial report?

**FD:** The books were audited, not the report. The problem lies with writing the report.

**CM WG:** Letter by Elena (auditor) explained by Elena; she didn't find any mistakes in the books.

**AS SEV:** Why are the signing dates of the letters the 26<sup>th</sup>?

**FD:** The book was ready by then and unchanged, the report is usually sent a month before in the preparation package.

**AH:** The monetary movements are all in the report.

**FD:** The movement of money that was sent by mistake doesn't necessarily need to be in the report.

**AS RZE:** Why did we look at the audit letters?

**VPR:** It was asked to be explained.

**IE WG:** The Future&Beyond outcomes table and the text below it, don't match. (p.16)

**AH:** We paid 10 € for Future&Beyond promo. (AH informed about the separate amount of taxes that had to be paid, which were not explicitly mentioned)

**IE WG:** It's unclear that not all taxes were not included.

**AH:** I can include the sum of the taxes.

**IS:** The discussion must be ended now.

**FD:** Tomorrow is the city tour, importantly in the afternoon is the sponsor event.

## **2.13 Auditors' report BY 22-23**

Presented by Elena Tonucci, auditor of the BY 2022 – 2023.

## **2.14 Closing of the Second Business Meeting**

Closing of the Second Business Meeting done by Irina Stoican.

## 3 Minutes of the Third Business Meeting

Date: 5<sup>th</sup> April

Starting of the BM: 09:35 UTC+2

Ending of the BM: 23:55 UTC+2

### 3.1 Opening of the Third Business Meeting

Opening of the Third Business Meeting done by Irina Stoican.

### 3.2 Check of Legality

Check of Legality 3.1 at 09:35 UTC+2			
Voters	Votes	Affiliated Societies	Countries
34	59	30	12
There is a quorum.			

### 3.3 Election of Minutes Takers

Minutes Takers for the Third Business Meeting – First part: AS CDF and AS CVL.

Minutes Takers for the Third Business Meeting – Second part: AS FOR and AS VAL.

#### Remark:

Due to the extensive time taken during Business Meeting 3, further Minute takers were appointed to relieve the minute-taking-process:

Minutes Takers for the Third Business Meeting – Third part: AS MUC and AS DRE.

Minutes Takers for the Third Business Meeting – Fourth part: AS TER and AS LIS.

### 3.4 Acceptance of the Agenda 2.0 of the AMEAC 2023

Presented by Francesca D'Aversa.

<b>Motion 3.1</b>	
<b>The EUROAVIA Congress approves the Agenda of the AMEAC 2023</b>	
<i>Absolute majority hand-raising needed.</i>	
In favour	59
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

### 3.5 Acceptance of the Minutes of the ExMEAC 2023

Presented by Francesca D'Aversa.

FD: She did small mistakes in the minutes: She wrote the motion is not approved. Now its solved.

<b>Motion 3.2</b>	
<b>The EUROAVIA Congress approves the Minutes of the ExMEAC 2023</b>	
<i>Absolute majority hand-raising needed.</i>	
In favour	59
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

### 3.6 Financial Report

Presented by Andrea Hidalgo.

SEV: Clarifies something in the presentation. He states it is difficult to understand, although explained.

AH: The merchandising was reflected up to the 8<sup>th</sup> of October and will adjust the merchandising expenses and incomes after de AMEAC.

S&B WG: About the merch, there are very big difference with the previous financial report.

AH: She adjusted the numbers for what has already been paid. The numbers in the introduction are already corrected.

S&B WG: they didn't notice the changes.

<b>Motion 3.3</b>	
<b>The EUROAVIA Congress approves the Financial Report of the Business Year 2022/2023.</b>	
<i>Absolute majority hand-raising vote needed.</i>	
In favour	58
Not in favour	0
Abstention	1
<b>The motion is approved.</b>	

<b>Motion 3.4</b>	
<b>The EUROAVIA Congress approves the Financial Report of the Business Year 2022/2023.</b>	
<i>Absolute majority hand-raising needed.</i>	
In favour	59
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

Coffee break from 10:08 until 11:18 UTC+2

<b>Check of Legality 3.2 at 11:20 UTC+2</b>			
Voters	Votes	Affiliated Societies	Countries
33	55	29	12
<b>There is a quorum.</b>			



## 3.7 Business Plan – Projects

Presented by DIB Officers.

SEV: About the Sloshing. Are we going to try to have a direct point of contact at Airbus? It is very complicated, near too difficult.

LAB: The point of contact of last year will remain the same, it depends on what Airbus says.

DRE: The point of contact is reassigned this year for e.g., why is it different each time every year.

LAB: That's their policy.

VPR: We have addressed this problem, we communicated that we would like to have a main PoC, but it is hard because they change the people assigned to projects, so the PoC also change.

S&B WG: Why was the BP delivered so late? You have had time to finish it.

PS: He had to learn lots of thing, he had meeting with lots of people and the candidates. Most of the parts were written without much information to really come up with a conclusion. He was a mediator in between with the IB and the DIB candidates. We have now in the event more directed information from the IB and the WGs. The conclusion was to be written that it sounded as the 3 DIB. He went to the city tour so the other DIB could reflect about the new changes to the Business plan.

S&B WG: You could have been writing the BP instead of doing other activities so it could have been delivered earlier, in the first day of the AMEAC for example.

PS: It was delivered late, it is true, but we decided to wait some time so we could put more "taste" into it instead of just doing it with what was given to us.

IT WG: Regarding the ACC, most teams are not part of EUROAVIA. How can you assure that an EUROAVIA team will win?

PS: Assuring is hard. We believe there needs to be a winning team from EUROAVIA. Hopefully with the technical committee mentioned in the 5 years plan we can achieve that.

LIS: The competition is about Technical Teams and not EUROAVIA Local groups. Could you elaborate on how you would change the event?

PS: ACC is a great challenge that combines EUROAVIA and other companies, not limiting it to only EUROAVIA members makes sure that other participants can take part. What we want to do is benefit EUROAVIA AS, with rule changes and lower membership fees.

PSA: If a non EUROAVIA team wins, they could change the rules, how do we ensure this doesn't take control in the competition to EUROAVIA.

PS: I understand the concern. We don't want to change the competition itself. We want to make it easier for our members to join it. There are rules like when a winning team wins and doesn't want to organize it, EUROAVIA takes control. There are rules to optimize the competition with EUROAVIA in mind and the organizer.

IE WG: Isn't believing that an EUROAVIA team will win wishful thinking? What's the base plan on that?

PS: Its word choice. It is what we have as a goal, we are aware it is not a sure thing. It is more of a possibility.

IE WG: The question is how? How are we going to do it?

AAC: I don't agree with rule changing. Because you'd be trying to make it your own, if we want a competition between EUROAVIA, we should make a new competition. Do you have any specific rule changes? That's breaking the game.

PS: Like I said, one is regarding the participation fee. As actual rule changes, we still must review that. But we believe there should be a benefit for EUROAVIA members.

IE WG: They would be changing it as an International Event, not too many technical rule changes. I believe that's the approach you should take. Because if a team from outside of EUROAVIA wins, they can change the rules again.

LAB: We believe that's what we should focus on. We want to be more participative on the organization of the event.

LIS: What guarantees you that if a team wins and doesn't care about EUROAVIA how you are making sure that this competition stays within EUROAVIA. Are we going to do meeting with the winning team?

PS: If the winner team is external, they are going to organize it next year, we cannot do anything about that. But we can advise regarding the rulebook, design booklets, reminding the deadlines, etc. At that moment all the organization will be on their side. If they win, it's their event. We can help and advises if they want it. If not, we cannot do anything.

SEV: I have a concern about the 5-year plan, the goal. How do you plan to do it. You don't have any idea of how to get to the goal. You need to have team that are willing to work with EUROAVIA. We don't have any guarantees right now this is going to happen.

PS: There must be additions to the plan. The wrong word was used in the plan. We will change it.

S&B WG: The main difference in the competition are the budgets. I believe the Technical Committee would not help with that problem.

PS: We must talk about this so we can make a better decision with the Committee. A possibility is to direct more money to these teams that have reduced budgets.

CDF: Is there any precedence of changing the rules of the competition before?

PS: To my knowledge I can't recall any changes of the rules.

CDF: And how you will do it?

PS: We can't change the rules when there is a winner EUROAVIA. It must be talked to the teams too.

IE WG: What do you mean by electing the next ACC host during the event?

PS: This is misplaced how it is formulated. The winner is decided in the ACC after all. It is not correctly expressed.

IE WG: But isn't that just what happening regularly in the event?

PS: We want to emphasize more on that contacting the winners, offering help on the organization. That how the ACC works, the winner organizes. It has to be edited; it is not well expressed.

LIS: You have been talking mostly about benefiting EUROAVIA teams but how can you assure it is not unfair to other teams that aren't part of EUROAVIA?

PS: We would investigate that through the Technical Committee.

DN WG: Regarding the Sloshing. You stated you would help the AS organizing the event with designs but why didn't you consult with DN WG?

PS: It is not now the first time that has happened, it is already stated in other places as it is a common occurrence that the DN WG help them.

DN WG: The DN must be available to help, we have other work. You don't know if we are available or not.

PS: It must be communicated that this depends on the DN WG availability. We will tell them when DN is not available.

LAB: The dates are not deadlines, are orientations for the start of the process. It is not a requirement that this point of action is finished that time.

MUC: Regarding ACC as well. Have you read the ACC regulations?

PS: I read a bit to know about the competition, but I wouldn't say I read them truly.

MUC: There already was a change 2 months ago. What is the background of us wanting to do this change in the competition?

PS: I have seen how we can change the rules so there is some ground book. My research was done on the competition's link to EUROAVIA so I would like to redirect this to the ACC committee.

IS: The competition started in EUROAVIA, but we offered the event to the teams. We have always offered help, but we have gotten rejected.

FD: In 2022 it was stated that ERUOAVIA was the platform to get the teams to compete. At the start all the teams were ERUOAVIA's. Technically is ours, practically is not. Only when we win, we can change that. There are lots of versions of the regulations. I think we can change this to maintain control of the competition.

DN WG: Regarding Future and Beyond. Why do you want to make it in September knowing that we had multiple problems?

ARN: We maybe can organize it in July, before stating a date we must talk to IE and other WG. If we can in early summer, before august. It must be before September because our licence for the platform ends in September. That's why it must be before September.

DN WG: But if you just said July, why does it say September?

ARN: It says September because it's our latest deadline.

IE WG: What is the status on the communication with Aachen?

PS: The state of communication is that we must contact them again. They have created an email line for the help of the teams. I know the people organizing it. I can contact them personally.

IE WG: Since we are talking about the document, what do you mean by modifying it and sending it?

PS: We have started to modify typos and other phrasing mistakes. If we need to change something, we will.

S&B WG: If you change something else other than typos, I don't think we would feel comfortable on approving his document.

PS: What we will do is rephrase some words, to explain better what we mean. The content is not changing, only formal.

LIS: Are you planning to keep the word victory in the ACC section of the document?

LAB: It isn't changed in the draft version.

IT: Just a clarification, you are here to present your plan, not to modify it.

PS: If it is big things, it must be voted on, but we are trying to get feedback on small things.

S&B WG: Regarding the Future and Beyond, have you thought of a strategy to increase the participation?

ARN: We are waiting for the feedback on it. But we will improve the promotion and we will have to see why for example in Germany we didn't have any participants. Better communication with Local Groups.

IB WG: The participation on this even wasn't as good as last year's. You are a small team, and we have a lot of projects. Why don't you focus on specific events and try to get more participation instead of trying to branch more and more.

ARN: We will delegate the workload. The only events that will be on our own are 2, Future and Beyond and Ideathon. We always receive good feedback on events, so I see us capable of doing this.

SEV: In the Sloshing, I am concerned on the jury selection, specially about the sponsor being a part of that. Is it a contractual thing? Specially with MathWorks since they aren't giving us money.

ARN: When we contact again, we must see if we don't have to pay the jury member. We will have to discuss with them the part of the accommodation.

VPR: This is very recent, I addressed this to Airbus last week. Airbus wanted to pay for their jury members. MathWorks should do the same but is not signed yet. This is something to be discussed next weeks.

SEV: Will they attend physically?

VPR: We must define if they will attend physically or not. The communication is slow.

S&B WG: What do you mean by the key goals of the event? Is it for this year's event?

LAB: No, we mean next fiscal year as the next organized event in that topic.

IE WG: Just a clarification in the Sloshing topic. You want a member of the last winning team to be in the organization of the event, right?

LAB: We don't have anything defined yet, but we would like to.

IE WG: How do you plan on using the IB WG?

ARN: We have specific events for the IB WG, but we still must define the workload and tasks since you are only 2 members.

VPR: Why would you want to do the second phase of the Sloshing on 1<sup>st</sup> of August? Do you have a reason for that?

LAB: We probably need to rephrase that. Theoretically the time frame is from the 1<sup>st</sup> of August onwards.

VPR: On Future and Beyond, have you thought about if you want to modify the sponsor packages?

ARN: No, we have not. Regarding the feedback of the companies maybe we should increase the packages to increase the income.

VPR: would you plan on offering something else after asking for more money?

ARN: If we don't think of something more appealing to participants and companies it will be pretty much the same as now. We want to look for something that can differentiate the event from year to year.

VLC: Wouldn't it be better to state the period when you are receiving the feedback?

LAB: The feedback form hasn't been sent yet. It will in the next weeks.

AH: This year we spent 10€ to promote Future and Beyond on Instagram. Do you plan to spend money on social to promote it?

ARN: We want to find where do we do the promotion. We need to see the next approach to companies and participants. That money could be spent in Communication expenses.

FD: But you should try to do that event before September so you can take advantage of the platform you already have and save lots of money.

VPR: Regarding the promotion of the event, we need to analyse the areas where we can improve that promotion.

SEV: It could be interesting to learn how to use the SEO, it's a better promotion strategy than just paying for the promotion.

LAB: Understood.

VPR: We had discussion about how we could improve the document. Have you thought about the feedback we gave you? And did you transmit that to the other DIB Officers? I was surprised to see the lack of that feedback on the document.

PS: The information you gave me was a lot, there was only one way possible to pass the feedback. I talked to Leo and Amanda about the feedback and how can it fit in the plan. I tried to keep the essentials, as there was too much information. I didn't know how to give them all the information at once. They had to study a lot; I didn't want to overwhelm them with information. I gave them key point.

LAB: Pavi was too nice to me. There were meetings I had to reject because I didn't have any availability.

NAP: About the Sloshing, the framework is almost the same, the schedule. Have you thought about an update on the webinar schedule. A different organization timeframe.

LAB: No.

VPR: Airbus are very slow, they told us that we must start the webinars on February. They will try to speed things up. They will have until the new Airbus team people arrive and then

they will work on the regulations, etc. So, the earliest timeframe is mid-January or early February. We don't have flexibility with Airbus, since they are such a big company. I would suggest having more webinars on a week. Last year there were 1 webinar/week, this year 2. It can be changed maybe.

S&B WG: You had some communication issues while doing the Business Plan, do you think these mistakes are solved now?

LAB: Yes, the pressure of my exams will be removed. One think that took strength on the miscommunication is that we were not formally involves, now we will. So, we won't have to pass communication to each other.

Lunch break from 12:56 until 14:10 UTC+2

Check of Legality 3.3 at 14:19 UTC+2			
Voters	Votes	Affiliated Societies	Countries
33	59	30	13
<b>There is a quorum.</b>			

**Change of minute takers: VLC and FBO**

LAB presents Ideathon.

PS presents PACE Contest and introduces New Projects

LAB presents EUROAVIA Centralised Data Management

ARN presents Proactive and Strategic Sponsor Acquisition

LAB presents HR Initiative

SB: In EUROAVIA data management, in the implementation there is an unfinished phrase that goes 'for the'

LAB: it's nothing, a typo

IEWG: since you are involved in the organisation of Ideathon, how can be improved the search of groups?

LAB: two things we implemented was 1<sup>st</sup> open applications for single members so that they made a team later and 2<sup>nd</sup> for WG members that can be already formed.

SB: in case the project (database) does not work, are you still searching for lawyers

LAB: yes, must be done either way, one AS is not by default authorised without every LB member.

IE: about the PACE contest. Different versions for the report and the presentation. Why is it different?

PS: lot of new changes happening in 1 or 2 days before the congress regarding PACE.

IE: I agree but it should not be presented in the report, because report is for things that are done and finished.

DN: PACE topic. It says that some things are already done, but now you say pending.

PS: it was not updated, it was month ago, but ofc we weren't sure if it would be voted on. It should've been updated.

SB: but it SAYS 29/09/2023, so it doesn't make sense, because it's dated today

PS: it was overseen, and it was not marked as done.

CLJ: Do you expect big structural and design changes on the website?

LAB: no, the content yes, just not the structure.

DRE: You want to do a scoring for profiles, what will it be based on?

LAB: It will be discussed with the companies itself; they will say what they are looking for and basing on that a scoring (0-100) will be assigned. Companies define key competences; more competences can be added but will need to be categorized.

DRE: so, you tell them, not the other way around

LAB: it would be mixed; it would be categorised depending on the demand

AAC: who is going to tell the companies about the achievements for each member, because I guess it is subjective. How you control the trust in the things members upload as their background info?

LAB: to prevent that: One Airbus company need engineers; they would need certification for it. Avionics, for instance. Now that's difficult to proof, because having a C+ certification doesn't really help. They can have recommendation for the university. The company could deliver a workshop in these skills. So, 3 kinds of approaches: academic, workshop formation & certification.

AAC: so, it would need to be sent to them.

LAB: it would be a mixture of the three, not only send them

AAC: yeah, but how. Someone must assess it.

LAB: is not feasible in 1 year, so right now is not something to be thought about. For now, brainstorm, an excel for example could work. All this would contribute to the good functioning of it.

NAP: who would be the one who updates the excel, from both sides, candidates, and companies?



LAB: it is true, and it is not stated in the business plan since is not defined, but HR can be helping for that.

SB: I find it an interesting project, but is there enough people?

LAB: we are talking about discussion with companies, a lot of members, too much work, it can be challenging.

CLJ: about PACE contest. How will the hardware be provided?

PS: We must see how it's done. PACE is going to send it to the teams most probably.

SEV: you say that the most relevant member data in this BY would be sent the first of October-

LAB: STARTING from the first of October.

SEV: Oh ok. Also, financial things are/should be allocated in the financial document but can't find them.

LAB: legal advice, it is, so no financial data in there

IE: Try to write the deadline instead of the date of beginning.

SB: it's important to have the deadlines.

CLJ: When and how the scoring will be done?

LAB: Scoring will be done before the input in database (by presenting a proof of competence). How it is going to be valued is still to be defined.

DRE: Page 19 business plan at the bottom. Which opportunity could it be and how would you spend the money?

LAB: have u read the 1000€ rule?

FD: (reads the rule from the bylaws)

LAB: The treasurer and the president can't spend more than 1000€ without the congress. Unexpected outcomes up to 1000€, it could be modified for more freedom of movements. There might not be direct responsibility from the congress, but it has a big say and if something doesn't appear in the financial plan and needs to be paid, it can be a problem. Can we adapt those rules? Not yet, IB doesn't have enough experience.

FD: they were, yes.

IE WG: Clarification about bylaws. If it's part of the financial plan, it is allowed.

DRE: imagine you expend more than 1000€ in these circumstances and the income doesn't pay back, let's say you reach 800€. It is like you lost it or is it something that should be reported?

LAB: There is flexibility in the financial accounting that allows to compensate by equalizing unexpected income and outcome.

AAC: Do you mean that you can oblivate it by unexpected income?

DSN: then it's like if you spend 3000 you must recover 3000.

LAB: at least.

CLJ: about database, can it be anonymous data for each AS?

LAB: I think it can be incorporated

VPR: How can you ask personal data; it is more complicated than this.

AAC: HAR processing. Waiting criteria?

LAB: yes, they need to be, it is something we need to figure it out.

SEV: centralised data management. Something reminds me of the Erasmus programme, and it was removed because it was very complicated. It was difficult to contact them because I was not the contact. The representatives can't have others information although they are part of the same program.

LAB: I would look into public information.

CLJ: HR Initiative (HRI). In the intro, it is stated something about the platform, but not on the implementation.

LAB: The platform is not the website, but the modality of how to do it.

HR: Regarding the HR initiative, how would you want to implement it?

LAB: WG would be included in its design, is not supposed to be a big impact this year, but I think database would need it. But there must be a group that keeps it updated.

NAP: Sponsors acquisition. In business plan, seems only a strategy, not real plan. You don't specify how to make a project.

ARN: 1<sup>st</sup>, Do a BR WG physical meeting. See what we have, what we want to do. With the members we have now. Delegate different tasks. We would gather all info that we can take. In December we have a physical meeting.

VPR: you want to implement and research, any idea of it?

ARN: try to make initiatives in strategic locations and events to start contact with alumni. (e.g.: LUSTRUM)

FD: Database. I don't understand. You say it will be possible to legally exchange data from members, but it can already be done. it is said in the bylaws. That's why the checkbox 'I accept the treatment of my data blah blah' is for.

LAB: Information can't be transferred between different AS, as I understand it.

FD: Its LG-International communication, not LG-LG.

SB: is the DPO is the only responsible for legal info?

LAB: The DPO's responsibility is the privacy issues. Legal advice.

CLJ: in the BP there is no IT involvement in the new projects but there is in the slides.

LAB: It was an omission, but they sure have.

IT: what do we have to have it done apart instead of thinking about it? At least structure time.

LAB: I was not expecting a fully program management system but the most efficient way of purchasing something, that is, specific points.

DN: so, IT isn't involved in the database.

LAB: not in this BY.

NAP: Ideathon. In the BP is the platform the topic with a questionnaire in the EMEAC. Usually, the company will give it to you, the topics to work on. In NOVEMBER it says that you'll start contacting. In March defining a company? HOW?

LAB: We should contact them for anything. Those are the topics in which EUROAVIA members can think of what they want to do in Europe. There are companies in Europe that work on that. We can discuss with them about the platform. Approach them, identify the topics that we have and reach an agreement, starting in the EMEAC

ARN: Each Hackaton (yes, Hackaton) has a theme. It may not be different from Ideathon.

FD: in the Ideathon, there is a typo about LB.

LAB: it says LB and LB, should be LB and WG.

AAC: typo about sponsor acquisition

LAB: uh... yeah

LAB presents AS Roundtables

PS presents Mentoring Programme

ARN presents WG Open Days

ARN presents the Project Involvement Distribution

CM: yeah, we must promote WG. How are u planning to do it?

ARN: try to see why they don't work. If we are more people, it's difficult to promote the WG.

CM: but not a lot has changed. You didn't do something substantial. Maybe it could go further.

ARN: the point is, it can be discussed between WG how to approach it. Also, a problem is shyness of the people.

SB: Amanda has the highest level of involvement in the projects

ARN: we also took in mind the time of involvement

VPR: Sloshing and FB together is a lot. It's a lot of involvement. WG is small things but you're getting too much. I would remove residual activities.

IE: Collaborating with IT WG like DM, it needs so much communication.

LAB: LOTS of communication isn't worse.

IE: True, but there're specific project that need more from a WG and not for another one. The sloshing needs a lot from the IE.

LAB: ok, I get it.

ATH: The last three projects are shared with the WG. There would need more communication but they're more manageable and can be handled well.

IS: Timeframe inadequate. What do u mean with event timeframe?

PS: we mean for the pax

IS: What

PS: the mentors form is going to be open in October

IS: When is the project going to end

PS: January 2025

IE: So, the Mentoring thing is for next IB.

PS: YEAH

IE: then the next Mentoring Programme (MP) must start in April, so the amount is months.

PS: yeah, in April, then it would shift and move the dates

VPR: Aerospace field only for mentoring? Are you planning on expand it for other engineering?

PS: Yes, Expand it. But aerospace companies

VR: I wouldn't discard it completely.

PS: If its F1 it's another thing

IS: how u plan to increase number of mentors if u plan to?

PS: due to the flexibility we want to achieve, it will be easier for mentors to join and adapt.

FD: I don't see a visible way to improve WG days. Do you consider removing them if they don't work?

ARN: we don't have experience. We didn't have initiatives like this, so we thought people will want it. I would not do it again if it doesn't work.

FD: yeah, but in my first IB it showed it was unsuccessful. We should've specified that it was not for ONLY WG attending, but for everyone to show them to join. It was a lot of resources to organise that. Since you have a lot, consider removing it.

IE: I don't agree with Francesca. In my opinion is a good idea although it failed this year. Reading and checking Feedback. It can be something beautiful.

SB: if you don't want to delete it, hear this: I don't see SB doing a WG. People wouldn't be interested. If it works well, great; but if not, consider a trial day where people contribute to the WG.

IE: Roundtables are better, they involve more.

IE: I don't think that is true. Because you can show people how big EUROAVIA is and what we do.

LAB: during last year, all online events didn't have that much

CM: I agree we can still make it better, but I don't know how u decide which WG are involved in roundtables, because communication is never included

FD: That depends. We want to present the WG they are more interested in. If they give us one or two, we can add in these we have less people.

SB: I don't agree with Raffaele (IE). Roundtables work better because it is the local board that calls people to come, not a stranger like in online WG open days.

DRE: my experience, very few groups participated in WG open days.

IE: I agree but I think different things. If u see it as a way to bring new members or show EUROAVIA. You can promote physical WG meeting.

Coffee break from 16:35 until 16:55 UTC+2

**Change of minute takers: MUC and DRE**

### 3.8 Business Plan – Working Groups

Check of Legality 3.4 at 16:55 UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	64	32	13
<b>There is a quorum.</b>			

Presented by DIB Officers.

AS WG report presented by LAB.

BR WG report presented by ARN.

CM WG report presented by PS.

DN WG report presented by PS.

EG WG report presented by LAB.

ETS WG report presented by ARN.

IB WG report presented by LAB.

IE WG report presented by ARN.

IT WG report presented by PS.

HR WG report presented by LAB.

S&B WG report presented by PS.

SEV: On behalf of ASWG, looked at BoP Regions, feels unbalanced in terms of Numbers/Experience etc.

LAB: Last redistribution logic was to not distribute them so much. This is why it didn't happen.

VLC: why is France Split?

LAB: When distribution was changed, we tried to make the BOPs go beyond actual borders for diversity. For example, middle BOP before was only Germany and too separated. Same for others. Equal size and increase regional collaboration without national borders.

VLC: We will still talk in English because we are not all Spanish.

VPR: When I was BOP coordinator it was a mess when we had unmixed BOPs.

AS: Yes same problems experienced as VPR. Its easier to split them up.

FD: Clarify: LAB took distribution from last year and tried to merge people with different cultures so they would learn more from each other.

LAB: Also example German AS already might have subculture because of being near to each other?

IE: You usually share issues with your BOP coordinators. Different countries have different problems which provides a broader POV.

VLC: Wanted to ask about additional stuff but already answered.

FD: The BY is missing the responsible of the IB for the regions.

LAB: We forgot that.

RZE: Expansion of EA? What plan are you using to approach new AS. What would be your perfect approach to get them?

LAB: WG should be able to get 2 new LG until EMEAC. If we keep doing this though we may hit the resource limits of EA. So, we slowed the process down. If we see a high demand in one area, we will contact them. If a PPAS sends a motivation letter on their own its processed anyway.

CM: Business plan did not show how you going to work with brochure? Sometimes CM must take over. When does BR do the brochure?

ARN: You get the draft and make it look pretty. Then we send it. We will specify it more.

SB: Would you consider changing brochures to cover other non-event specific projects.

ARN: We already do that.

NAP: Usually, CM manages LinkedIn. You said on your slides BR does it.

ARN: We do different concepts with different WG depending on the posts.

CM: The business plan has a point which shouldn't be there: Writing a history book about EA for the Lustrum. This shouldn't be included. It's too big for CM. We need a bigger taskforce.

PS: I agree. We need to talk more about it. I may have misunderstood it when you previously told me about it. Thought we'd do a flyer.

CM: Misunderstanding when we talked about it. The book shouldn't be bigger than a flyer because we don't have people.

PS: Ok

DN: Same doubts because DN WG was specifically mentioned but DN isn't in the Shape to do that.

RZE: Are you planning to increase visibility on other platforms like X and Threads.

PS: We have accounts there, but we try to be active on the most trendy social media platforms. Is there more CM?

CM: We kind of dropped Facebook and X because interaction was too little there. We need to continuously have look at the social media trends and follow them.

VLC: I don't see the point of the social media takeover I like the idea but it's going to be messy.

PS: Happens everywhere. Our problem was we don't have enough content. So, we want to solve this with takeovers which are not over the top. Just a few stories. It depends on the event. It's a big step.

IS: What's the situation of the press unit. There are no members left? Do you think it has the right priorities?

PS: Lack of members is a problem everywhere. But they still manage because other units often help out.

CDZ: IB is not in touch with the members. New members join through other WG members telling them about it and promoting it. You should do that.

PS: Agreed. Lack of Communication in LGs about WGs is the Root Problem. AS roundtables could help with that and since Roundtables are included in Business-Plan it might help with visibility of WGs. Still will look into side from WGs.

DN: We don't have any more people for subunits. Don't you think the structure of the DM group should be done better?

PS: Yes, that can be improved. Most WGs don't have structures. We may do that at the beginning of the BY.

RZE: What do you plan to do about the CI in terms of revising?

PS: It's a continuous task we always do that according to current trends. Updating logos of LG etc.

DN: We also wanted to do some changes which were approved at AMEAC Bucharest. We don't understand those plans. We do not understand them.

IE: You want to increase visibility of ETS. But how? You just say same stuff as before? No new plans.

ARN: We need to focus the trainings more on grants since this is something European commission is looking for: More soft skills.



LAB: There are challenges/problems with ETS. One TNT per year with 20 people who are trained as trainers. Depending on where they come from. I tried to build a local training organization with other people in Munich but nothing. But BUC gets many opportunities for example. We need to get people more opportunities at IEs.

CM: You did some mistakes in the order in the business plan.

CM: About IB WG. How many members to you see joining IB WG in the next months?

LAB: Numbers are low. I don't think it will increase. But we will restructure it a bit, so you don't need to be a member of IB WG to work on IB stuff.

BUC: Which projects should IB WG members contribute on?

LAB: Where they want to be and where delegation is necessary.

VPR: We never made the IB WG work. Despite having tried. What are you going to do differently.

LAB: Let's see how it goes, utilize people we have, don't expect too much, don't expect that they have to become IB.

IB: There was a presentation about the IB working groups. We don't know what we are doing with this WG. People are getting better at understanding what the IB does. There are many benefits of joining IB WG. Great overview about many different things. This group is going to become more relevant in the coming years.

IE: What's the standardization process you talked about in the business plan? How organizing events is going to be standardized.

ARN: IE knows what they are doing a lot more. They should answer.

IE: Yeah, we do what we do as always. We just standardize it more with for example the slot systems for dates.

IE: 2 events per months is our goal. This means a lot more work for tutors. Do you know how you want to manage that?

LAB: It's hard to get new members for WG. So, this will be an issue.

IE: Can the regional events fill gaps within the slots?

LAB: The slot system will make it difficult to create similar events. Depending on the location of the IE having a parallel event which is in a different region can make organizing the events easier.

IS: Problems in business plan. 5<sup>th</sup> bullet point “IE has objective to get grants approved” which is not their task. “Collab with Eu grants” they are already collaborating with them to get them approved. Just problem of phrasing.

IE: I wanted to talk about that. It’s not a phrasing problem. IE should work with EG until a grant is granted for an event. Then it is organized. This shouldn’t be in the Business plan.

VPR: In 5 year plan we discussed to make rules for tutors for IEs harder. Why did you not mention it here?

LAB: It’s not in IE but in HR business plan.

IE: I want clarification. What do you mean by “creating informational material” being a task?

PS: We should provide this stuff on the website. You should put it on the website. Its badly formulated.

CLJ: Do you have any plans for the discord server. For example, for gamenights?

PS: I wanted to keep it because you can do so many different things with Discord. You can do a lot of different games in there. We should bring doing stuff there back.

FD: That’s cool but you will waste time. Organizing something like that will be annoying. Only IT and lol players are on discord. Why not use more Gathertown we used for Future & Beyond.

PS: Gathertown is a tool we can use but everybody has Discord. For this reason, we should use it more than Gathertown.

SB: What is meant with Digitalization (Physical/Digital)?

PS: Digitally helping to organize Scanning etc

VPR: how is IT WG supposed to help, in Teams its possible for S&B WG

PS: Categorization is up to S&B WG, IT WG would help making the Documents available

SB: They can help but they cannot categorize because we need to read them, maybe a way to help with organizing is possible, will talk

S&B WG: Does the site have the Space for the Docs?

IT: Do we have space on the Server to store files?

CLJ: (as IT) No, we shouldn’t. We would need to change the server. It’s not made for that.

VPR: This is something we can find out afterwards. IT will take care of it.

IT WG: about EG WG, they also worked on the Database, who is responsible, EG or IT?

PS: it’s between them, Realization is for IT, Content is for EG, Checking and Validating isn’t relying on Content so It should work from your side

AAC: Do you plan to use project management tools?

PS: We were thinking about that. Which tool should we use as IB? Project management tools all over association is big step where we need to talk to every WG. You could try it but it's a big step.

FD: Cleaning the EA Mail is something we always wanted to do. Deleting redistribution lists is easy. But deleting mails is harder. When should we for example delete the account after somebody has left.

PS: I didn't think about it yet.

SB: Apologizing for having things wrong because they got some things wrong. For MoUs S&B WG is also the responsible

SB: What do you mean with Preparing Bylaw Proposals in Cooperation with IE WG and BR WG?

PS: Yes, I meant the 1000€ rule there, I think. But I'm not sure. I think I meant SB and IE.

LAB: I think we got confused there somewhere. We don't know what we are talking about.

S&B WG: IE not responsible

LAB: might have written it concerning the 1000 Euro Rule, was wrong formulation

S&B WG: understood but was already done.

CM WG: maybe its related to the point of keeping contact to S&B

S&B WG: is okay if you delete it.

VPR: S&B always cooperates with the WGs.

FD: There are just a lot of unnecessary tasks here in the business plan. You don't mention them. I think you are missing the point of getting GDPR help from the SB.

IE: FD is right. We expect certain stuff that doesn't need to be mentioned. But starting at the bullet point of the REC we need to keep it. Anyway, you missed a very important point which is affecting every group. You already know how to answer the questions. Why do you know the plan, what you wanted to do. But you didn't write it down. You should write it down. You verbally said it but didn't write it down. Why?

PS: Business plan was written with the most important stuff in mind. We thought that we didn't want to put too many details and figured this was too much.

ARN: Only asked the coordinators about the objectives and implemented them, should ask about possibility.

SB: business plan doesn't have too many details. You should include everything instead of hiding it.

IE: You don't need all the bullet points. You had you priorities wrong.

SB: Do you have any info about the planned LaTeX version. It got lost. I don't know what's the state?

FD: Clearing up misunderstandings. You can start with LaTeX next year.

VPR: What about the Archive, would like to know if you would allocate some money to store it somewhere and not in someone's house?

ARN: What's your suggestion?

VPR: Rent a garage and put it in there for example. What do you want to do?

LAB: We didn't think about it. But it should be at one of our legal addresses. Maybe it needs to be in Delft.

DRS: You can put the archive everywhere. It just needs to be accessible. Not necessarily our registered address.

VPR: Please try to find something.

DN: How did you decide who's responsible for which WG. Usually, WG which are close together have the same WG responsible.

LAB: We tried to approach it like this first and tried to create packages. Then we looked at individual experiences which changed our idea of the distribution. In the end the most impact was that we do not believe it's always better to fit together what fits together. Rather improve communication.

IE: CM, DN and IE need to stick together. They need the same responsible person. That's not acceptable for me at all.

ARN: For me WG which need money should be linked to treasurer.

IE: When it is stressful its important to have one person which manages the WG which usually work together.

LAB: Noted.

CM: CM, DN and IE should be together. Furthermore, I don't see the point of having Leo responsible for AS when there is not a new coordinator. It could become a "tyranny" or monopoly by LAB.

LAB: The person who owns and does the task should not be the same you're right. The workload in this WG Is smaller for that reason. The other two will also be reported to.

ARN: Yes, it's not the best situation. But we can still use LAB right now for it because it will change in the future again.

CM WG: not a Fan, worked better with FD as responsible.

ARN: Understood, but it doesn't make sense to have an IB as Coordinator and having another IB as responsible for them.

FD: You said you wanted to take the WGs with a connection to the treasurer, why not take the EG working group?

ARN: We thought about it, but it didn't really felt like we fit.

FD: I don't understand. You have ETS and many more which are not connected to treasurer. Please think about it. You should share it. It's a lot and it all is not connected to treasurer. You will overwork yourself. I think the secretary should be with AS. What happens if coordinator leaves? Its unnecessary effort.

LAB: But it can be on the secretary must it be on them?

FD: I highly advise you to do it. It's just adding to you guys making it more complicated.

LAB: It seems like a high workload to put everything on ARN. We try to share it continuously instead of with hard plans.

IE: EG should be with Treasurer. IT should be with HR for helpdesk. You all do yourself too much work. Especially when also considering the projects.

LAB: We did that on purpose. If you aren't comfortable we can think about it.

IE: IE has a lot to do with money. I agree with IE. You should switch around because it doesn't have to do much with treasurer. We should shift IB and IE.

VPR: IE should be with PS. ARN medium should be with EG. IB only two responsibilities PS and LAB. ETS only one person. Less Medium level involvement for ARN.

AH: ETS has its own budget. ARN you won't use time to work with ETS. Focus on EG.

ARN: So, I just do BR and EG?

AH: Yes. You got all the other projects as well. This makes it difficult. You have got enough work to do. You should try to reduce your time.

VPR: It's up to you what you do with it. But there was a lot of feedback as you noticed.

SEV: Table between projects and WG. All the individual events will be helped by other WGs. IB is going to help a lot there and you should not underestimate its tasks. I have a lot of doubts here.

PS: The BR doesn't do a lot for ACC. Most we can do is give them design help. We mostly kept it on using DN.

SB: In HR SB is mentioned because of GDPR right?

SB: You mentioned the goals of the WG. Did you just put your visions in their or are those goals?

ARN: My visions is in Sponsor acquisition.

NAP: General objective of ETS was not mentioned in the mentoring program.

IS: It may be referring to the mentoring program of the ETS not the project.

IE: Does the bullet points show your visions on the WGs or just what the coordinators said?

ARN: Bullet points came mostly from coordinators.

LAB: Weren't in the meetings so our visions (ARN and LAB) weren't there so much

IE: You as IB need to put your vision into the business plan. You should put more of your vision in there instead of the coordinator's ideas.

CVL: Might have solution for Archive, will contact VPR.

VPR: understood and appreciated.

Coffee break from 19:15 until 19:49 UTC+2

**Change of minute takers: LIS and TER**

Check of Legality 3.5 at 19:53 UTC+2			
Voters	Votes	Affiliated Societies	Countries
35	62	31	12
<b>There is a quorum.</b>			

### 3.9 Business Plan – Sponsors, Partners, and Collaborators

Presented by DIB Officers.

FD: Understand if there is a bigger discount on b2match. Why not anticipate the future and beyond

ARN: We will need the platform for the future, for the next edition in particular.

VPR: Suggest using b2match for other events, other than future and beyond.

SEV: Regarding the JEE relationship, they are a collaborator or a partner, which one is correct?

ARN: The designation in the business plan is the correct.

IS: The designation in the business plan is the correct.

FD: There are two typos, before you want to continue with the third edition of PACE and with SimScale, it has to be modified the agreement before the business plan.

IE WG: Is there a reason behind the contact with ICAS?

ARN: No, just more focus on companies from F&B.

IE WG: Suggestion, ICAS in Italy next year so Italian AS that are close take profit about that.

VPR: I have some remarks, MathWorks is not mentioned in the BP, regarding the software licenses.

LAB: Taken into account.

VPR: Write the name of Francesco on the business plan for clarity.

SEV: Regarding Telespazio, you should write the name of Francesca in the BP since it was her contact.

VPR: Regarding the sponsor, you (Pavi) mixed the BMFA and EMFA. We only collaborate with EMFA.

SEV: Do a study for the licenses being used by EUROAVIA, Mathworks for example.

IT: Clarification about the attribution of the licenses regarding the utilization of MathWorks licenses.

SEV: Amanda, you have to take care of many sponsors, like MathWorks or other software partnerships, and you maybe should see which ones are really used and that matter.

IT: Since the EUROAVIANS have to open a ticket in the email for the license, we know the reasons why the EUROAVIANS ask for it, and what are the most important.

VPR: AviAll is an association and not a company.

VPR: SEAC stopped responding while the report was done. Reconsider if putting an effort to recontact is worth it.

VPR: Some general topics on sponsors and partners: we have a lot of them, we should reevaluate what are the ones that we are benefiting from. Some are taking a lot of effort and now it's good to rethink. I suggest removing the second responsible, there is no need. Also, the representation of what are the responsibility is not correct.

IE WG: Yes, we cannot distinguish the quality of working.

PS: The background is wrong. There are no second responsables.

Dinner break from 20:32 until 22:28 UTC+2

### 3.10 Financial Plan

Presented by DIB Officers.

Check of Legality 3.6 at 22:28 UTC+2			
Voters	Votes	Affiliated Societies	Countries
34	60	31	13
<b>There is a quorum.</b>			

*Non-official votation in order to decide if to approve the Business Plan during the Business meeting 3 (Option 1) or the Business Meeting 4 with modifications (option 2).*

21 Local Groups → 21 Votes in total:

**Option 1:** 4 votes

**Option 2:** 17 votes

The votation regarding the approval of the BP will take place during the BM 4.

IE WG: Just a clarification, in the worst case scenario, the outcome in the general reservation appears 26159€, but this money shouldn't be higher than in the best scenario.

ARN: It has to do with the fundraising value, it's a mistake.

IE WG: it's the same for everyone.

ARN: the general reservation should be the same for all.

DRE: SURTAM refund was not 3000.

AH: We recovered 1,5K and are still missing 1,5K

ARN: It was allocated this morning.

SEV: I'm sorry but I don't understand the difference between tables 3.4 and 7.8.

ARN: The three worst possibilities and the three best were compared to the 5-year plan. Maybe there was a mistake.

VPR: Pepe doesn't understand the difference between 5-year investment plan and the realistic one without investment.

ARN: It needs to be corrected in the excel.



AH: There are two numbers that are not correct, the sum is not correct in the Table 4, in the section of the sub-total of the IB travel funds in the worst case.

ARN: There are two numbers wrong, I can see.

VRP: There are errors with the numbers. It will be voted tomorrow.

IS: About the mentoring is supposed to be at the end of the project as stated in the BP.

VPR: The mentoring program was supposed to end in 25. Therefore, the money shown could only be included in the next financial plan.

ARN: Since it is an ongoing project the money was allocated.

FIB: I suppose that the 5-year plan is a priority to you, how are you guide the next board to recover from that investment?

ARN: We are taking in count in the 5-yearplan projects, and we will try that the final balance tends to zero or a positive balance.

CM WG: 5-year plan is something you want to do. Doesn't make sense you do one case with it but the other 3 with it. More sense if worst, realistic and best with the 5-year plan and just 1 with no plan.

ARN: The first thing you have is like this. I know it won't be appealing to people so to see how it would be with the 5-year investment both scenarios were calculated.

S&B: about the best case scenario, if we have money, would we invest?

ARN: There would be a positive income of 100€. Both in the realistic case and best case we are taking money from the general reservation. In the best case scenario it was taken into account that money would be lost.

S&B: I don't see in the outcomes nothing for the 5 year plan in the best case scenario.

ARN: In the FP only the worst case takes into account the investment. A realistic scenario was taking into account taking into account investment and a best, worst and realistic without the investment was taken into account.

FIB: How is that investment profitable?

ARN: Once first year is over, we will see the income. Since we have done a 5-year plan, these ideas would have to be included taking into account the loss but visualising what would have to be done to recover that loss.

VPR: It would be taken into account where you are and where you want to get.

S&B: It should have also been done in the best case, not only in the realistic. More could've been invested.

ARN: Makes more sense that in the worst the 5-year investment isn't included. Need to know what would be better: with or without 5-year plan.

IE WG: Worst case without investment, we know it's not the case. Realistic one should be done one with one without investment. In the 4th case, best case, only investment should be done. In the best case you have a lot more.

ARN: In the best case without the investment you have 6K. Without the investment there is a 6000€ difference.

VPR: Is it a 15% or a 7.5%?

ARN: For the worst case 7.5, in the realistic 15 and the best 20. In that case money was lost in both worst and realistic.

CM WG: I'm not sure, but in the worst case you don't know how it will occur, because you will see if you are getting the money or not that you are expecting, and you can fix the money and invest in the 5-year plan. You can do three cases with the 5-year plan.

ARN: In the first plan presented the congress fee should be 810€ for all the cases instead of 690€. For the best case positive balance and the worst case in the 5-year plan outcome there is no fundraising events. Only 2000€ would be applied for the 5-year plan investment in that case.

PAT: About the ASRW, why Airbus gives 7000€ in the worst case and a 6000€ in the realistic plan?

ARN: In the final is the balance that counts. The money that will go for the local group. If you see the balance it's the important thing to have in mind.

AAC: In the realistic scenario only 6000€ would be received? What happens in worst case scenario?

VPR: We don't want to spend for the jury expenses. In that case we would not get any less than last year.

IS: Regarding the postal fees, you expect 50€ but we spent 165€ this year.

AH: We had to pay two shipments of 45€ each one, this was an exception, the number seems correct. Can be counted as an unexpected outcome.

CM WG: Are you planning in a scenario to allocate money on social media promotion?

ARN: No, but it would be taken into account in "Other Expenses". If it were to be a lot it would be included in plan.

AH: Considered allocating some amounts to other things to continue with the same reservation at the end of the BY? Maybe you need to cut from things I paid more this year.

VPR: An investment implies an initial loss of money that will be recovered.

ARN: It isn't fair to remove from physical meeting, TSP has to be given. That's why I didn't change money.

AH: In the physical meeting I gave the max o 40% per person and in 2 physical events paid less than 400.

SEV: The money allocated for the IB-DIB physical meeting is to low in all cases (worst, realistic and best).

ARN: I applied TSP for the physical meeting of WGs. I divided physical meeting TSP divided by all WGs.

SEV: Problem is you have to do two. Imagine second one with 4 people in DIB. That would mean you are giving less than 20€ per person even in the realistic case.

VPR: Investment is to low and should be higher.

ARN: I took into account the money from last year but that was only 1 physical meeting and 1 person in the IB.

SEV: You are talking about the grants, are you considering this money?

VPR: If we get the EYF it would be for this BY and would be received by EA International. In the practical case it wouldn't change the numbers in the FP.

IE WG: It's the case where she would receive it and the next IB spends it.

IS: Are you considering giving money to non-IB representatives?

ARN: Taken into account in the Company Travel and Networking Events.

FIB: Normally non-IB representatives are not taken into account.

ARN: Even in worst case there would be money allocated for that.

AH: How do you know number of GDPR Legal advice? Why other scenarios have a different amount when it should be the same?

ARN: We know only approximate number. In the worst case if the investment is weird, a higher number was taken into account in case it goes out of control.

AH: It should always be the same value.

LAB: Not true, lawyer paid by hour. Depending on time, value will change.

VPR: It increases or decreases depending on the hours.

AH: Why would you need more or less hours?

TER: It is legal advice, you decide the hours you want the lawyer to work. If you have less money you get less time and a worse legal advice.

PS: It's also about the number of contracts needed to be done/written. Normally you pay a fixed price first and then have it vary according to the hours.

*Conversation ended early due to the time constraint.*

## 4 Minutes of the Fourth Business Meeting

Date: 30<sup>th</sup> September

Starting of the BM: 09:43 UTC+2

Ending of the BM: 19:00 UTC+2

### 4.1 Opening of the Fourth Business Meeting

Opening of the Fourth Business Meeting done by Irina Stoican.

### 4.2 Check of Legality

Check of Legality 4.1 at 09:46 UTC+2			
Voters	Votes	Affiliated Societies	Countries
32	58	29	13
There is a quorum.			

### 4.3 Election of Minutes Takers

Minutes Takers for the First Business Meeting: AS CVL, AS BUC and AS PSA.

### 4.4 Acceptance of the Agenda 3.0 of the AMEAC 2023

Presented by Francesca D'Aversa.

Motion 4.1	
The EUROAVIA Congress approves the updated Agenda 3.0 of the AMEAC 2023	
<i>Absolute majority hand-raising needed.</i>	
In favour	58
Not in favour	0
Abstention	0
The motion is approved.	

## 4.5 International Events situation

Presented by Stamatis Moraitis, IE WG Coordinator.

<b>Motion 4.2</b>	
<b>The EUROAVIA Congress accepts to postpone the deadline to organise an International Event for EUROAVIA Istanbul of 12 months starting from the AMEAC 2023</b>	
<i>Absolute majority ballot vote needed.</i>	
In favour	57
Not in favour	1
Abstention	0
<b>The motion is approved.</b>	

<b>Motion 4.3</b>	
<b>The EUROAVIA Congress accepts to postpone the deadline to organise an International Event for EUROAVIA Valencia of 8 months starting from the AMEAC 2023</b>	
<i>Absolute majority ballot vote needed.</i>	
In favour	57
Not in favour	1
Abstention	0
<b>The motion is approved.</b>	

**Motion 4.4**

**The EUROAVIA Congress accepts to postpone the deadline to organise an International Event for EUROAVIA Braunschweig of 24 months starting from the AMEAC 2023**

*Absolute majority ballot vote needed.*

In favour	49
Not in favour	3
Abstention	6

**The motion is approved.**

**Motion 4.5**

**The EUROAVIA Congress accepts to postpone the deadline to organise an International Event for EUROAVIA Ankara of 12 months starting from the AMEAC 2023**

*Absolute majority ballot vote needed.*

In favour	58
Not in favour	0
Abstention	0

**The motion is approved.**

## 4.6 6<sup>th</sup> Bylaws proposal

Presented by Leonor Patricio, S&B WG Coordinator.

**AS DRE:** I like that you corrected the PAS part of the bylaws. I am not quite sure why you would include that paragraph referring to an International Event being a right when it is also mandatory.

**S&B WG:** Yes, it is mandatory, but it is also a right that every AS or PAS has.

**AS DRE:** What about the Adjunct Members?

**S&B WG:** They also have the right to organize an International Event, but they won't have priority over an AS.

<b>Motion 4.6</b>	
<b>The EUROAVIA Congress approves the 6<sup>th</sup> Bylaws proposal</b>	
<i>Absolute majority ballot vote needed.</i>	
In favour	58
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 4.7 Bylaws proposal

Presented by Leonor Patricio, S&B WG Coordinator.

**FD:** We must focus the allocation of the funds more.

**IE WG:** My concern is regarding the 6 months deadline because I believe it is too early of a timeline for the organizing team to know the exact amount of money that will be spent.

**FD:** Yes, I agree. But we also believe that since the organization of an International Event starts 9 months earlier, you have enough time to prepare yourself and to have an idea on how much you will spend.

**AS DRE:** Is there a reason to put this formality in the bylaws?

**IS:** Yes, there has been problems in the past, a Local Group lost a lot of funds because of that reason so we would like to include it to prevent that.

**VPR:** It is also to regulate and give some power to the Local Group on deciding how much they want to pay.

**IS:** We also want to make sure a Local Group isn't in danger after organizing a TNT, for example.

**AS DRE:** When will this change start to be valid?

**FD:** When the bylaws are modified and sent. We spent many years to come up with this bylaw, we believe it is an achievement.

**AS AAC:** We already used some changes in bylaws done in this congress.

**FD:** That was sent right after it was changed. We will approve the 7<sup>th</sup> Bylaw with the promise that the S&B WG will do the following corrections: (page: 19: "WG" to "Working Group". Page 28: delete "WG").



<b>Motion 4.14</b>	
<b>The EUROAVIA Congress approves the 7<sup>th</sup> Bylaws proposal</b>	
<i>Absolute two-thirds majority ballot vote needed.</i>	
In favour	58
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 4.8 PACE Contest announcement

Presented by Madara Kirke, PACE representative.

Coffee break from 11:24 until 11:39 UTC+2

<b>Check of Legality 3.2 at 11:42 UTC+2</b>			
Voters	Votes	Affiliated Societies	Countries
32	58	29	13
<b>There is a quorum.</b>			

## 4.9 Business Plan

Presented by Leo Anton Buchner.

*The DIB Officer proceeds with the presentation regarding the Projects.*

**AS SEV:** Since your goal is to organize the ACC event with the winning team. Why wouldn't the IE WG be involved?

**IE WG:** We wouldn't really be the organizing the event, we would just offer some help. We would act like a consulting entity.

**AS CVL:** Is there a way to make the HR Initiative lucrative to us?

**AS LAB:** Yes, the idea is to evaluate a partnership in that regard. If after a while, we can recognize a partner of companies benefiting from that, we would try to find a way to gain funds from it.

**VPR:** In the beginning, it is hard for a student to find the right job for them so the plan would be to have a platform where the members have access to jobs in a more specific scope.

**AS LAB:** For this BY, it is something we want to start implementing rather than an objective for now.

*The DIB Officer proceeds with the presentation regarding the Working Groups.*

**S&B WG:** I would like to remark that we appreciate the fact that you took our opinions in consideration.

*The DIB Officer proceeds with the presentation regarding the Collaborations and third parties.*

**VPR:** To clarify, Petrus gave us money for promotion through Airbus Careers and, Peter Tor, our PoC has shown willingness to stay in contact with EUROAVIA for longer until the project is completely aligned.

## 4.10 Financial Plan

Presented by Armanda Román Navarro.

**IE WG:** First, there is a typo under the Best-Case scenario. Now, in my opinion, if we are doing an investment, it would be better to limit some of our expenses, especially in TSP.

**VPR:** It's a problem of mindset, it's acceptable to have less money for congress if it's invested.

**IE WG:** I agree but every AS should take into consideration that we agreed on doing these investments so maybe they could be willing into giving some of that money away.

**AH:** Yesterday, we changed the numbers, and we allocated the money in the sections we believe should have more funds, being TSP one of them because it allows a lot of people to come to Congresses.

**FD:** We have always been very conservative with the General Reservation, but I think it is time to make a different decision.

**VPR:** We believe 1000€ is a massive help to AS representatives so they can come and participate in event, more specifically Congresses where participation is essential.

**AS SEV:** How is the Best-Case Scenario the one with the most money lost?

**AS ARN:** It is an investment, so the plan is to eventually get that money back.

**VPR:** To clarify and to give an example, during COVID times, we increased the General Reservation because we could not do any type of event and that is not a good scenario even though we won money.

**AH:** In this case, the best-case scenario would be the one that allows us to invest the most in our projects.

**IE WG:** If you have less money to spend, you are inclined to spend a lot less money.

**IE WG:** If we invest an amount, we should have a good reservation for the next year so we could invest again.

**AS ARN:** I don't agree because, next year, we might not have this outcome anymore since we already put money into it.

**FIB:** If the best-case scenario ends up happening, even though the General Reservation decreases, the visibility and the overall situation of the organization would be in a great state which would enable us to get our money back at some point.

**AS SEV:** I would like to know why there is no logic between the money allocated to GDPR in the different scenarios.

**AS ARN:** We improved the General reservation by 3K. We want to reallocate the money in a better way.

**VPR:** Clarification: it's what happened last BY with the Statutes, it is depending on the hours that the lawyer had to spend in the project.

**AH:** This would be the best-case scenario because you would be able to allocate more money from the General Reservation into the project. This is not the usual case of: having more incomes being equal to having more outcomes.

**AS TER:** There is a typo in the document, specifically in the outcome section.

**VPR:** To clarify, if we receive the money from the Grants, we will get a lot of the money spent back.

**AS ARN:** I would like to note that the Mentoring Program isn't in the Financial Plan anymore because it doesn't correspond to our Business Year.

**Motion 4.7**

**The EUROAVIA Congress approves the Business Plan 2023 – 2024**

*Absolute majority ballot vote needed.*

In favour	52
Not in favour	4
Abstention	2

**The motion is approved.**

**Motion 4.8**

**The EUROAVIA Congress approves the Financial Plan 2023 – 2024**

*Absolute majority ballot vote needed.*

In favour	57
Not in favour	0
Abstention	1

**The motion is approved.**

Lunch break from 13:18 until 14:18 UTC+2

**Check of Legality 3.5 at 14:45 UTC+2**

<b>Voters</b>	<b>Votes</b>	<b>Affiliated Societies</b>	<b>Countries</b>
30	26	28	12
<b>There is a quorum.</b>			

**4.11 Auditors' elections BY 23-24**

**Motion 4.9**

**The EUROAVIA Congress elects Alejandra Gonzalez Valido and Jose Luis Musoles as Auditors of the BY 2023 – 2024**

*Absolute majority ballot vote needed.*

In favour	56
Not in favour	0
Abstention	0

**The motion is approved.**

## 4.12 Handover of the board ceremony

**Motion 4.10**

**The EUROAVIA Congress exonerates Andrea Hidalgo as treasurer of the International Board 2023 – 2024**

*Absolute two-thirds majority ballot vote needed.*

In favour	55
Not in favour	1
Abstention	0

**The motion is approved.**

**Motion 4.11**

**The EUROAVIA Congress exonerates Irina Stoican, Victoria María Prieto Rueda, Francesca D'Aversa and Andrea Hidalgo as members the International Board 2023 – 2024**

*Absolute two-thirds majority ballot vote needed.*

In favour	50
Not in favour	4
Abstention	2

**The motion is approved.**

## 4.13 Logos approval

Presented by Lucia Ruocco, DN WG Coordinator.

**FIB:** Why so many Logos for Sevilla?

**DN WG:** You can have more versions of the logos; it is not stated in CI Guidelines that you should only have one.

**CM WG:** What do you think about the 3 coloured stripes?

**DN WG:** We consider the Congress' opinion and at the EMEAC 2022 it was decided that the coloured lines inside the logos were approved.

**AS CDZ:** Is it a problem if we use the regional colour and not the national one?

**DN WG:** No, it is not a problem.

**AS RZE:** Do we need the company approval for the plane in the new logo of AS Sevilla?

**DN WG:** Now we don't need the approval.

<b>Motion 4.12</b>	
<b>The EUROAVIA Congress approves the logos of AS Istanbul, PAS Izmir, AS Leuven, PAS Samsun, AS Sevilla and AS Patras</b>	
<i>Absolute majority hand-raising vote needed.</i>	
In favour	56
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 4.14 AM Zewail City change of name

Presented by Leo Anton Buchner, IB President.

**AS AAC:** How is Zewail City related to Cairo?

**ZC:** Zewail City is the name of the University, not of the city, we are based in Cairo.

**FIB:** I agree. Also, if the name change is approved, it would make people more interested in the LG.

<b>Motion 4.13</b>	
<b>The EUROAVIA Congress accepts the change of name of AM Zewail City in AM Cairo</b>	
<i>Absolute majority hand-raising vote needed.</i>	
In favour	56
Not in favour	0
Abstention	0
<b>The motion is approved.</b>	

## 4.15 WG Survey

Presented by Angeles Fuentes.

## 4.16 Member of the Year

Presented by Irina Stoican.

<b>Check of Legality 4.3 at 16:43 UTC+2</b>			
Voters	Votes	Affiliated Societies	Countries
30	56	28	12
<b>There is a quorum.</b>			

The member of the BY 2022 – 2023 is: Mara-Alessandra Gogiu.

## 4.17 EUROAVIA Cup results

Presented by Francesca D'Aversa.

The winner of the EUROAVIA Cup 2022 – 2023 is: AS Forli-Bologna.

## 4.18 ExMEAC & AMEAC 2023 Report

Presented by *Alejandro Cantizani Estepa, Enrique Garcia Palomares*, AS Sevilla President and Treasurer.

**AS AAC:** There were some problems. Delay in the agenda, we should consider wearing formal outfits, scarce listening to the last part of the congress, and people were drinking alcohol during the last BM.

**IE WG:** I agree.

**FD:** I agree, these points are very important to be considered. Also, we should all be quite when the IB is presenting.

**FIB:** I agree. I think that even if it is a festive atmosphere, we should be respectful.

**VPR:** I agree, it should be a right balance and we should respect the IB without making background noise.

**IE WG:** Even if there were some mistakes, it is the first in a long time when we don't have losses in budget for a Congress.

**AS MUC:** What was the type of sponsorship with AIRBUS?

**AS SEV:** Catedra is a foundation, and it doesn't depend on AIRBUS. We contacted them through a professor.

**VPR:** We always count on these money for the organization of events, but not for the management of the organization.

## 4.19 EMEAC 2024 announcement

Presented by *Necdet Erenay Solmaz*, AS Istanbul.

The Congress decided that the dates for the Lustrum and EMEAC 2024 should be on the 29 March- 6 April.

## 4.20 Next events calendar

Presented by *Stamatis Moraitis*, IE WG Coordinator.

## 4.21 Hikkeli Mikkeli presentation

Presented by *Stamatis Moraitis, Raffaele Aucelli, Manuel Azevedo, Pepe Ramirez*



## **4.22 Closing of the Fourth Business Meeting**

Closing of the Business Meeting done by Leo Anton Buchner, IB President.

## **4.23 Closing of the Congress Ceremony**

Closing of the Congress done by Leo Anton Buchner, IB President.

## 5 List of Acronyms

### 5.1 Local Groups

Acronym	Local Group	Status
AAC	Aachen	AS
ANK	Ankara	AS
ATH	Athens	AS
BEG	Beograd	AS
BOD	Bordeaux	AS
BRE	Bremen	AS
BRS	Braunschweig	AS
BUC	București	AS
CDF	Castelldefels	AS
CDZ	Cádiz	AS
CLJ	Cluj-Napoca	AS
CVL	Covilhã	AS
DFT	Delft	AS
DRE	Dresden	AS
FBO	Forlì-Bologna	AS
GLA	Glasgow	PAS
GZT	Gaziantep	PAS
IST	Istanbul	AS
IZM	Izmir	PAS
KCO	Kocaeli	AS
KPI	Kyiv	PAS
LEU	Leuven	AS

Acronym	Local Group	Status
LIS	Lisboa	AS
LPU	Jalandhar	AM
MAD	Madrid	AS
MIL	Milano	PAS
MUC	Munich	AS
NAP	Napoli	AS
OER	Oeiras	PAS
OST	Oostende	AS
PAR	Paris	AS
PAT	Patras	AS
PSA	Pisa	AS
RZE	Rzeszow	AS
SAS	Samsun	PAS
SEV	Sevilla	AS
STR	Stuttgart	AS
TER	Terrassa	AS
TMP	Tampere	AS
TOU	Toulouse	AS
VLC	Valencia	AS
ZAG	Zagreb	AS
ZWC	Zewail City	AM
-	-	-

## 5.2 Working Groups

Acronym	Long name	Acronym	Long name
AS WG	Affiliated Societies WG	HR WG	Human Resources WG
BR WG	Business Relations WG	IB WG	International Board WG
CM WG	Communication WG	IE WG	International Events WG
DN WG	Design WG	IT WG	Information Technology WG
EG WG	European Grants WG	S&B WG	Statutes and Bylaws WG
ETS WG	EUROAVIA Training System WG		

## 5.3 International Board Acronyms

Acronym	Long Name	Position
IS	Irina Stoican	President
VPR	Victoria María Prieto Rueda	Vice President
FD	Francesca D'Aversa	Secretary
AH	Andrea Hidalgo	Treasurer

## 5.4 Designated International Board Officers/Candidates Acronyms

Acronym	Long Name	Position
PS	Pavitarpal Singhlitt	DIB Officer
ARN	Amanda Román Navarro	DIB Officer
LAB	Leo Anton Buchner	DIB Officer

## 6 Representatives

Local Group/Working Group/Other	Name and last name
IB President	Irina Stoican
IB Vice President	Victoria María Prieto Rueda
IB Secretary	Francesca D’Aversa
IB Treasurer	Andrea Hidalgo
DIB Officer	Pavitarpal Singhlitt
DIB Officer	Amanda Román
DIB Officer	Leo Anton Buchner
BR WG	Catarina Oliveira
CM WG	Elena Tonucci
DN WG	Lucia Ruocco
HR WG	Francisca Serras
IB WG	Zacharoula Koutrakou
IE WG	Raffaele Aucelli
IE WG	Stamatis Moraitis
IT WG	Pierluca De Felice
S&B WG	Leonor Patrício
S&B WG	Manuel Azevedo
AAC	Stefan Ursu
AAC	Marius Stockhausen
BOD	Le Floch Mathis
BOD	Kamal ABOU SALEH
BRE	Joelle Dorken
BUC	Mara-Alessandra Gogiu
CDF	Gerard López López
CDF	Àlex Jiménez
CDZ	Ademar Santiago Raposo Voces
CLJ	Iustinian Serban
CLJ	Mariel Petra

CVL	Maria Fernandes
CVL	Fernando Faria
DRE	Fleischer Clemens Martin
DRE	Katalin Sachse
FBO	Francesco Cuttitta
FBO	Hugo Santiago Mengoa Paredes
IST	Necdet Erenay Solmaz
KCO	Dilara Başkan
KCO	Yusuf Mert Deprem
LIS	João Gaspar
LIS	Rodrigo Ferreira
MIL	Marco Hanna
MUC	Janis Mauch
MUC	Adrian Sonnemann
NAP	Erika Aucelli
NAP	Maria Mattiello
PAT	Vasiliki Kasouridou
PAT	Andreas Birmpilis
PAT	Antonios Kyvellos
PSA	Edoardo Gaspari
RZE	Szymon Maszczak
SEV	José María Ramírez Ruiz
TER	Neus Erlenkaemper
TER	Jordi Gallart
TOU	Cristina Barradas Barradas
VLC	Antonio Jordà Gironés
VLC	Irene Brasero Valiente
ZWC	Karim ElTannikhy
ZWC	Mohamed Rashad Hassan Mohamed