



**Minutes of the WFTO-Europe Board meeting,
24 March 2017 (conference call – via gotomeeting)**

Present: Giorgio Dal Fiume (President), Gabriella D'Amico, Emilie Durochat, Tadeusz Makulski (Secretary), Sophie Tack, Marijke Visser, Francesca Giubilo (Coordinator).

AGENDA
1. Approval previous meeting minutes
2. Update on the DEAR proposal
3. Office update
4. Next WFTO-Europe AGM
5. Workshop on the worldshops and discussion on the Retailers standard report
6. Update from WFTO Global Board
7. AOB (FTT conference 2017)

1. Approval previous meeting minutes

Minutes from the 8-9 February Board meeting in Brussels were unanimously approved, with only one minor change.

2. Update on the DEAR proposal

The Coordinator briefly informed the Board members that though we got a positive answer from the EC on the proposal we submitted, we have not received any official confirmation from Fairtrade International (FI). As leader of the project, they still need to sign the contract with the EC and it is only at this moment that we can know more about the final budget and the starting date.

Based on the above, the Coordinator presented to the Board the possible new scenario of WFTO-E budget with the DEAR contribution, focusing on the positive change concerning human resources. The project will indeed cover 70% of an extra person and 35% of the Coordinator cost. The figures presented by the Coordinator showed that having an extra person who could work 30% on our core activities will then cost the organisation less than 2000EUR per 2017, while the potential impact this investment could have on our sustainability for the future is much higher. Due to the extra work and responsibility the Coordinator will carry out with the new project, the Board also agreed to offer to the Coordinator a promotion, such as a 13th month. Despite these agreements, the Board stressed the importance of keeping our financial situation under control and the need to work hard to reduce the little negative balance of around 3000€ we could have at the end of the year.

To have more clarity on the division of the responsibilities and the role of the new possible staff, 2 job profiles were presented and debated: the new one for the project officer and the updated one for the Coordinator. In line with what discussed in the past, 30% of the time of the new project officer will be dedicated to administration and finances so as to free time for the Coordinator to work more on fundraising, networking and representation.

Talking about the person who could take over the role of Project officer, the Board does not unanimously find an agreement. Considering the job carried out by Sébastien during the interim, his knowledge with the project and the organisation as well as with finances, the majority of the Board decided to firstly propose to Sébastien the job and secondly, in case of refusal, to officially open the vacancy. Despite the acknowledgement of his good work, 1 board member did not agree with the decision. The member believed a more energetic and dynamic person is necessary to fulfil the role of project officer and she would prefer giving from the beginning the opportunity to other candidates to present themselves.

Anyway, all the decisions and agreements taken regarding budget revision will be reconsidered and officially approved once the official contract between the EC and FI is

signed.

Next step:

Once received confirmation of the DEAR proposal and budget:

- The Board will approve eventual changes in the budget (according to the budget forecast and the starting date of the project)
- The Coordinator will officially ask Sébastien to take over the role of project officer. In case of refusal an official vacancy will be open.
- The coordinator will receive the salary gratification.

3. Office update

This point was skipped to dedicate more time to the discussion on the DEAR proposal. A document summarising the main updates for the office was anyway circulated beforehand by the Coordinator.

4. Next WFTO-Europe AGM

In order to explore the “gotomeeting” software for the next AGM, the Board meeting was held through this platform. The feedback was very positive regarding the quality of the conversation as well as the tools available. The board agreed then to use it for the AGM.

Considering the short AGM that will take place on the 21st of June from 3 to 5 pm, the Coordinator presented the list of documents that need to be finalized by that time (Accounts, provisional budget 2018,...). She also stressed that since the board decided not to go for an audit on 2016 the official document for the Accounts 2016, will be the one elaborated by the external accountant.

No major comments were raised on this point, apart from the request to introduce during the AGM in June an update for members on the budget for the current year.

5. Workshop on the worldshops and discussion on the Retailers standard report

Due to the lack of time, the President proposed to have a separate discussion with the Coordinator on these topics and to get back to the Board by the end of the following week with some key points to be discussed.

6. Update from WFTO Global Board

Sophie briefly shared some notes regarding the 3 day meeting had in Culemborg. Considering the relevance of the topic, a specific point was agreed to be added in the agenda of the next Board meeting. Overall it was a very enriching and inspiring meeting, which went through several topics: membership, governance, finances, strategy 2018-2020, next biennial Conference in Delhi.

7. AOB (FTT conference 2017)

Regarding the FTT Conference in September 2017, Tadeusz and Giorgio mentioned their involvement in the discussion with the organisers to be sure WFTO and the Guarantee System will have more visibility in the conference.

The Coordinator will circulate a doodle to set up the date of the next board meeting (on the 3rd or 4th of April).

END.