



## European Group of Institutes of Navigation

Established in 1997

### EUGIN Council & Assembly

May 11, 2020, 13:00-14:30 CEST

By Teleconference (Skype)

### Minutes of Meeting

– List of participants

Krzysztof Czaplewski	EUGIN Chairman, PNF President
Carlos Jahn	DGON President
Leonardo Quattrocchi	IIN Vice-President
Mario Caporale	IIN Vice-President
Claudio Camoni	IIN
Salvatore Gaglione	IIN
Urs Wild	ION-CH President
Bart Banning	NIN President
Tom Willems	NIN Treasurer, EUGIN Secretary
Anna B. O. Jensen ( <i>from 14:00</i> )	NNF President
Børje Forssell	NNF Secretary General
Bertram Arbesser-Rastburg	OVN President
Terry Moore	RIN President
John Pottle	RIN Director

1. Welcome
2. Delegated Powers

The Chairman opened the meeting at 13:00 CEST and welcomed the representatives of eight Institutes in total. The Chairman reported that he had received apologies from IFN (France). He had not received a response from RNN (Swedish Radio Navigation Board), INAVE (Spain) nor PIN (Portugal).

3. Approval of the Agenda
4. Submission of any other competent business

The agenda was approved.  
No additional agenda items were raised.

5. Minutes of the previous meeting on 9th April 2019 in Warsaw

The previous EUGIN Council & Assembly meeting was held in Warsaw on 9th April 2019. The Meeting Minutes were made available on the private area of the EUGIN website.

No comments on the Meeting Minutes were raised.  
The Meeting Minutes were approved.

6. Chairman's annual report

The Chairman gave an overview of EUGIN activities of the past year.

The major event of 2019 was the ENC 2019, held 10-12 April 2019 in Warsaw. The conference was a success, also financially. There were 176 delegates from 28 countries. There were 89 papers in plenary, parallel and poster sessions.

The 5<sup>th</sup> edition of the Resilient PNT Forum was held on 10th April 2019 in Warsaw during ENC 2019.

In November 2019, the Chairman and the Secretary attended a meeting of the Union of International Associations. A report of this meeting is item 8 on the agenda.

The Chairman took the initiative to purchase metal badges for the members of the Council and the General Assembly. He had hoped to distribute these during the meeting but this will need to wait until the next physical meeting. He can also send them by post on request.

7. Financial matters

The financial documents were made available on the private area of the EUGIN website. Unfortunately, the EUGIN Treasurer and IFN President, Pierre Bouniol, could not join the meeting. The Chairman presented the financial documents on the Treasurer's behalf.

Financial Statements 2019/2020

The financial statements of 2019/2020 were presented. The Chairman was pleased to report on the ENC 2019 profit share of €4000 (€50 per 'full fee' delegate).

No comments were raised on the financial statements.  
The EUGIN financial statements 2019/2020 were approved.

### Budget 2020/2021

The Chairman presented the Budget for 2020/2021.

No comments were raised on the budget.

The EUGIN budget 2020/2021 was approved.

### 8. Information after the UIA Round Table Brussels 2019

The Chairman and the Secretary attended the ‘13<sup>th</sup> Round Table Europe’ of the Union of International Associations (UIA). The meeting was held 4-5 November 2019 in Brussels.

The Chairman gave the floor to the Secretary.

### New legal framework for International Non-Profit Associations

The main focus of the UIA meeting were the changes in the law regarding International Associations registered in Belgium (like EUGIN). The organisers of the UIA meeting had invited three law firms to explain the legal changes and the required actions.

The Secretary reported that the first step is to review and change our Articles of Association so that they are compliant with the new law. Next, the updated Articles have to be approved by the General Assembly. A notary public may need to be involved. Next, the updated Articles have to be submitted for official publication.

This process has to be done by January 2024. Unfortunately, this is not a trivial process. We need help from legal subject matter experts. The Secretary had received a quotation from the law firm ‘Boldlaw’. The document was posted on the private area of the EUGIN website. The total cost would be close to €5000.

### EUGIN Registered Address

In 2005, EUGIN’s registered address was moved from Brussels to Antwerp. As reported during previous meetings, the address in Antwerp is no longer valid. The Secretary regretted that he still had not succeeded to update the address. He was sent ‘from pillar to post’ by various government agencies.

The Secretary presented the problem to the legal experts at the UIA meeting. Their feedback was that it is very strange that EUGIN is registered in Antwerp while the Articles are written in French. This is probably causing difficulties at the ‘registry of the company court’ in Antwerp. The Secretary noted that the quotation from Boldlaw includes the translation of the Articles.

The Secretary said that the change of address is also linked with the update of the Articles because the address appears in Article 3. The problem with the address would be addressed as part of the update of the Articles.

### Ultimate Beneficial Owner (UBO) Register

Since October 2018, a new EU law requires that the ‘ultimate beneficial owners’ of legal entities are declared. In Belgium, the Ministry of Finance keeps the UBO register.

At the UIA meeting, there were information sessions about compliance to the UBO regulations. However, after the meeting, the EUGIN Chairman investigated with his accountant and determined that the UBO regulations do not apply to EUGIN.

### Discussion

The Secretary asked for approval to start working with ‘Boldlaw’.

Leonardo Quattrocchi commented that the translation cost could be saved by finding an address in the French Community in Belgium. The Secretary agreed that the cost (€750 according to the quotation we have) could be saved but then we would need to find another ‘host’ for the address.

Bertram Arbesser-Rastburg suggested to compare the prices of a few law firms to get the most competitive price. He also pointed out that a law firm could ‘host’ our address as well. The Secretary commented that there would likely be a yearly fee for such a service.

Terry Moore said that we don’t have much other option than to proceed with the update of the Articles. He supported the idea of our address being hosted by a law firm.

The Chairman suggested that, in view of the high costs, the work could be divided over the years 2020 to 2023. He proposed to give approval to the Secretary to start the work now. The Secretary asked what amount can be spent over the coming year. The Chairman said that a limitation is difficult to give. If the costs would be increasing dramatically, he would write to the Council.

The Chairman asked if there were any further comments. There were none.

## 9. European Navigation Conference series

### ENC 2020 - Dresden, Germany

The Chairman gave the floor to the President of DGON.

The President of DGON reported that ENC 2020 in Dresden had been rescheduled to 22-25 November 2020. It have been challenging times for the organisation. He hopes that all will attend.

### ENC 2021 - Edinburgh, U.K.

The Chairman gave the floor to the President of RIN.

The ENC 2021 will be held 15-18 November 2021 at the Edinburgh International Conference Centre. A document on the planning of ENC 2021 was made available on the private area of

the EUGIN website. As discussed during the previous meeting, the ENC 2021 will be combined with the IAIN World Congress and the RIN International Navigation Conference. The combined event will be branded with the single headline title 'Navigation 2021'.

The pre-meetings will be on 15 November 2021: the EUGIN Council meeting, a European Journal of Navigation meeting, the IAIN Officers' Meeting and the IAIN General Assembly.

Terry Moore asked if the 'profit share' mentioned earlier only needs to be paid to EUGIN if the conference makes a surplus. Bart Banning responded that he thinks this is correct. No one objected.

### ENC 2022

The Italian Institute of Navigation sent a letter to the EUGIN Chairman to inform him that the IIN will not be able to host ENC 2022.

The Chairman asked if any Institute would like to organise ENC in 2022. There were no responses. The Chairman said that not yet having a host for ENC 2022 is a major problem.

He invited all to think about it and inform him by e-mail in the next weeks. He strongly believes that ENC 2022 should take place. If there are no responses, he will ask the Council of the Polish Navigation Forum to consider organising ENC 2022 in Poland.

### Discussion Document: ENC Collaborative Framework

The RIN shared a document titled 'ENC Collaborative Framework: Discussion Document'. The document was made available on the private area of the EUGIN website.

Terry Moore clarified that the purpose of the document is to start a discussion on a way to strengthen the European Navigation Conference. Currently, each ENC is a 'start-up' from scratch. There is a lack of continuity in terms of organisation, branding, marketing and exhibitors.

An alternative way forward could be to participate more closely and to share the load amongst the Institutes. Also the financial risk of the conference could then be shared. This would allow all Institutes, including smaller Institutes, to be more directly involved in ENC. The RIN would be willing to take a significant role while still having a local host for each ENC. There is still value in ENC moving around from one country to another.

Terry Moore concluded by saying that the objective is to make ENC better and stronger with a more consistent organisation.

John Pottle emphasised the challenges of organising an ENC, such as the problem of not having a database of past delegates. He said that it is important to build up a pattern of continuity so that delegates know what to expect. More direct involvement in ENC would benefit all Institutes and provide additional value to their members.

Bertram Arbesser-Rastburg said that he strongly supports the RIN proposal. It is important to give the ENC conference a more consistent look and feel and to have one organisation, EUGIN, as the owner of ENC. A lot can be done centrally. The various national Institutes would then organise ENC as they do now but without having to start from scratch and without the large financial risk.

The Chairman invited all to think about the discussion document and to prepare proposals for discussion during the next meeting.

#### *Election of new Chairman of EUGIN Council*

The Chairman reminded that, during the EUGIN Council meeting at ENC 2021 (Edinburgh), a new Chairman will need to be elected as his second term will come to an end. He asked to send nominations to him by e-mail. He also reminded that, according to the EUGIN Articles, only Institute Presidents can participate in the election.

#### 10. Date of the next meeting of EUGIN Council & Assembly

The next meeting will take place on Monday 15th November 2021 before ENC 2021 in Edinburgh.

Bart Banning commented that one year and a half between meetings is quite long. He proposed to also have a meeting in Dresden at ENC 2020. The Chairman asked the DGON President if that would be possible. The DGON President said that this should be no problem. The date would then be either 22 or 23 November 2020. He would need to check and confirm.

#### 11. Any other business

With regard to ENC 2022, Terry Moore said that, regardless of the discussion document, any institute interested to organise ENC 2022 with the RIN as a partner is welcome to contact the RIN.

#### 12. Closure of meeting

The Chairman closed the meeting at 14:30 CEST, with thanks to all participants for their attendance and contributions.

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