

BCS Swiss Section AGM 2008

Thursday 22nd May 2008

Location: Bluewin Tower (Swisscom AG), Hardturmstrasse 3, 8005 Zürich

Attendees: Bayo Ajayi, Michael Bellhouse (Chairperson), Helen Gillingham, Jeff Hunter, Peter Hurst (Treasurer), Adrian Harper (Committee), Paul Hicks (Membership Secretary), Pete Jones, Paul Kennerley (Committee), Gerard Lambert, Michael Lewis (E-mail coordinator), Otto Schreibke, Vlatka Toukalek.

1. Apologies for absence were received from Ahmad Abu El-Ata (Secretary).
2. The minutes of the previous meeting were approved.
3. There were no matters arising.
4. Committee member Reports:
 - 4.1. Michael Bellhouse presented the section's annual report covering the members of the committee and the events that had taken place. (Report attached.)
 - 4.2. Peter Hurst presented the financial report / annual budget. The section has (again) under-spent its budget in 2007 / 2008. 7148.89 CHF was carried over from the previous financial year, £0.00 was received from BCS HQ for this year, giving an available budget of 7148.89 CHF Of this total, 1906.35 CHF was spent. (Report attached.)
 - 4.3. Paul Hicks reported that section membership had risen by 2 persons during the year, to 167. 100 members have Swiss addresses registered with the BCS. The split between Geneva/Lausanne, Basel, Berne & Zurich regions was 34%, 19%, 7% and 29% respectively (for those with Swiss addresses). It was pointed out that many of the apparent Geneva members work with UN bodies and some of them may not actually reside Switzerland.
 - 4.4. Michael Lewis reported that the mail distributor at BCS worked well this year. The Web site is in an unhappy state – the BCS migrated to new hardware and software and Michael has been unable to put up the TYPO3 software successfully. The TYPO3 software and site were put up by the previous Webmaster and Michael has been unable to create a working template on the new platform. Adrian Harper and Helen Gillingham volunteered to put together a "simple" site which would fulfil our needs and be easy to update.
5. The following committee members were elected:
 - 5.1. Chairman: Michael Bellhouse
 - 5.2. Treasurer Peter Hurst
 - 5.3. Secretary Paul Kennerley (changed)
 - 5.4. Webmaster / E-mail Michael Lewis
 - 5.5. Membership Secretary Paul Hicks
 - 5.6. Committee Member Ahmad Abu El-Ata (changed)
 - 5.7. Committee Member Adrian Harper

After a short discussion, the meeting decided to award the position of Secretary to Paul Kennerley, who now works in Zürich. Ahmad did not attend many of the (committee) meetings and was thus not able to properly fulfil the duties of Secretary. He will continue as Committee member.

6. Actions
 - 6.1. Vlatka Toukalek will investigate videoconferencing (or similar) facilities for an event planning

meeting on July 3rd, simultaneously in Zürich and Geneva/Lausanne. Vlatka and Helen Gillingham to find a suitable venue in west Switzerland and the committee will find a suitable venue in Zürich.

Helen and Vlatka will cooperate to attempt to raise the level of activity in west Switzerland.

- 6.2. Mike Lewis will mail members asking for volunteer speakers, input to the event planning meeting and to invite people to attend the videoconference.
- 6.3. Mike Lewis will ensure that those people who are taking actions are informed of the relevant parties E-Mails.
- 6.4. Helen Gillingham and Adrian Harper will put together a "simple" website which suits our needs and is easy to update and maintain.

7. Date of Next Meetings

- 7.1. The date for the next committee meeting was not decided.
- 7.2. A planning meeting has been set for 3rd July. This will be attempted using videoconferencing or something similar and take place simultaneously in Geneva/Lausanne and Zürich.
- 7.3. The date for the next AGM was not decided.

8. The meeting closed at 19:20.

BCS Swiss Branch								
	Annual Budget for 2007 / 2008							
Income			Actual CHF	Budget CHF	NOTES			
1.1	Subscription for BCS Swiss Members		0.00	100.00				
1.11	Contribution from BCS Head Office		0.00	3412.00				
1.12	Sponsorship		17.60	100.00	Interest paid from Migros Bank			
1.13	Gifts and other income		7148.89	100.00	7148.89 transfer from 2006/2007			
		Total	7166.49	3712.00				
Expense								
2.1	Rental of room space		378.00	900.00	Events 15.01.2008 + 07.09.2007 + 20.12.2007 & AGM			
2.11	Fees for presentations		0.00	900.00	Events 15.01.2008 + 07.09.2007 + 20.12.2007 & AGM			
2.12	Travel Expenses		140.00	200.00	Events 15.01.2008 + 07.09.2007 + 20.12.2007 & AGM			
2.13	Administration Fees		37.00	200.00	Account Charges Migros Bank			
2.14	Account charges		16.35	100.00	Account Charges Migros Bank			
2.15	Social Events		1092.30	700.00	Events 15.01.2008 + 07.09.2007 + 20.12.2007 & AGM			
2.16	Other Expenses		242.70	200.00	Events 15.01.2008 + 07.09.2007 + 20.12.2007 & AGM			
		Total	1906.35	3200.00				
1906.35								
		Reserve	5260.14	512.00				
The above accounts are closed as of 30th April 2008. The effective balance on the account of CHF 5260.14 will be transferred to the accounts for the new budget period of 2008/2009								