

General Member Meeting 34



25/09/2019, 12:45 @Hal B 2B Minutes by Hannah Ottenschot

5 1. Opening

- a. The 34th general member meeting (GMM) is opened at 12:45 on the 25th of September, 2019.

10 2. Announcements

- a. Everyone present speaks Dutch, so the GMM will be continued in Dutch. The minutes will be written in English, as you can read.
- b. Hannah Ottenschot asks the GMM to speak loudly, as there is no speaker's table and the recorder will be positioned in front of the room.

15 3. Quorum

- a. At the start of the GMM, a total of 20 votes were counted.
 - i. Maurice de Groot and Milan Boeren have authorised Melvin van der Ende to vote in their place.
 - ii. Mick Tijdeman has authorised Imke Verschuren to vote in their place.
 - 20 iii. Jur van Geel has authorised Maxim de Leeuw to vote in their place.
 - iv. Frank van Mourik and Wouter Kobes have authorised Daniela van Meggelen to vote in their place.

25 4. Documents received

- a. [Audit letter](#)

5. Annual financial report 2018-2019 (for Approval)

At 12:47, Emiel Steegh joined the GMM, increasing the total amount of votes to 21.

- a. [\[See document here\]](#)
- b. Page 8
 - i. Imke Verschuren mentions that in chapter 2.2 Liabilities, it is mentioned that TIPCie makes profit/loss and asks what this means.
 - 35 1. Maxim de Leeuw answers that over the year, with some drinks profit is made, while with others a loss is made.
 - ii. Peter van der Burgt mentions that the financial bookkeeping of the TIPCie does not match with the large amount of profit mentioned in the yearly financial report.
 - 40 1. This had to do with some invoices not being processed correctly by the TIPCie, which caused the committee to not have a clear overview over their financials. They will actively try to prevent this upcoming year.
- c. Page 10
 - i. Tom Onderwater mentions that in chapter 3.1.1 Expenses General, the percentage of budget used for Activities by the board is not correct.

1. **AP Maxim de Leeuw (34.01):** Correct the percentage of Activities by the board in chapter 3.1.1 Expenses general.

d. Page 11

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- i. Sanne Bouman asks why new games and a boxing ball are mentioned in chapter 3.1.1 Expenses general: good ideas, since they have not been purchased.
 1. Maxim de Leeuw answers that it was the responsibility of the people who had the idea to buy the items. However, this was never done.
 2. The GMM agrees that it would be better to not mention the items in the financial report.
 - a. **AP Maxim de Leeuw (34.02):** Remove the new games and boxing ball from chapter 3.1.1 Expenses general: good ideas.

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e. Page 12

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- i. *Peter van der Burgt, Sanne Bouman, Daniela van Meggelen, Imke Verschuren, Tom Onderwater and Maartje Huveneers participated in this discussion.*
 1. It is mentioned that almost every year, even though the budget keeps increasing, more money is spent on posters than there is money budgeted in.
 2. There were two suggestions on how to approach this:
 - a. You could decrease the amount of posters per activity, or
 - b. every committee could get a maximum amount of posters per year.
 - i. However, this might be a lot of work since not every committee would need the same amount of posters.
 3. It is also mentioned that there is an Interaction Technology room in Zilverling, where there might also be a spot to hang posters.
 4. —> It is concluded that Board 9.0 will look into the possibilities.
 - a. **AP Board 9.0 (34.03):** Look into the possibilities of decreasing the amount of money spent on posters, and whether there is an option to hang posters close to the Interaction Technology room in Zilverling.

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f. Page 13

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- i. Tom Onderwater mentions that the budget of the Activity Committee Extraordinaire (ACE) seems to be lower than before and asks why this is the case.
 1. Maxim de Leeuw answers that ACE has kept below budget for 3 years in a row now.
 2. Sanne Bouman mentions that she lowered the budget to 400 euros instead of 500 for this reason. This has already been voted on during GMM 33 and accepted, so it would be hard to change.
 3. It has been accepted by the GMM that no changes will be made.
- ii. Peter van der Burgt mentions that the First Year Committee (FYC) also did not use a lot of their budget, and asks why.
 1. Maxim de Leeuw answers that this is due to the Parents' Day, as a lot of profit was made during that activity. In consultation with Sanne Bouman, the FYC will try to make sure this does not happen again.

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g. Page 14

i. Sanne bouman mentions that it in chapter 3.1.2 Expenses Committees: First Year Committee, it is stated that it is advised that the FYC creates an event with free tickets. However, it is unclear that the Parents' Day is meant. Next to that, it is unclear that there will be expenses, but that they will be processed only after the event. This will be corrected.

1. **AP Maxim de Leeuw (34.04):** Make sure in chapter 3.1.2 Expenses Committees: First Year Committee, it is clear that the Parents' Day is meant as an event to have free tickets with and that there will be expenses, but that they will be processed only after the event.

h. Page 18

i. Peter van der Burgt asks why there are some reservations that still increase, even though there is already enough money for the item. He suggests to put a cap on some reservations. This has been accepted by the GMM.

1. **AP Sanne Bouman (34.05):** Look into putting a cap on certain reservations for hardware.

i. *Voting: approval of Yearly financial report 2018-2019 with the changes mentioned.*

i. Vote passes unanimously.

1. **AP Maxim de Leeuw (34.06):** Correct Annual financial report 2018-2019 and send it to Board 9.0 to be uploaded to the DokuWiki.

6. Discharge Maxim de Leeuw as treasurer

a. Harald Eversmann mentions that, due to the way we are voting now, it is always clear when someone abstains from voting, since the voting paper is not given back to the Board.

i. Maartje Huveneers suggests that, if you want to abstain from voting, you tear the white space on the paper. For GMMs to come, a voting paper with 4 options instead of 3 will be printed. This is accepted by the GMM.

b. Daniela van Meggelen mentions that Wouter Kobes wanted to say that Maxim de Leeuw did a great job this year.

c. *Voting: honourable discharge Maxim de Leeuw as treasurer of S.A. Proto.*

<i>For</i>	<i>Against</i>	<i>Blank</i>	<i>Abstain</i>	<i>Total</i>
20	0	1	0	21

i. With 20 votes in favour, the vote passed.

7. Charge of the Audit Committee

a. *Voting: charge Peter van der Burgt and Maxim de Leeuw as members of the Audit Committee of S.A. Proto.*

i. Vote passes unanimously.

8. Survey

- a. Emiel Steegh asks if there will be a drink.
 - i. Since it is not after 16:00, people will stick to apple juice.
- b. Maxim de Leeuw asks if someone was authorised to vote by Frank Lammers. Sadly, the answer is no. Now there is nobody to do “a thing”!
 - i. *But wait, there’s more! Check line 141.*
- c. Peter van der Burgt
 - i. asks if it could be specifically mentioned in the minutes that Maxim de Leeuw was **honourably** discharged.
 - 1. As you may have read, this has been done.
 - ii. does “a thing”. This time, we are playing the shell game again. However, the cups are transparent this time.
 - 1. The suspense is different from last GMM, as the GMM picks the right cup in one go! What a surprise!

9. Closing

- a. The 34th general member meeting is closed at 13:11 on the 25th of September, 2019.

Recap previous action points

AP	Who	What	Status
33.01	Sander Koomen	Add your name to the minutes of GMM 28 and send them to board 9.0 to be uploaded to the DokuWiki.	To be done
33.02	Emiel Steegh	Add a recap of all action points which have not been done up to GMM 33, line and page numbers to the minutes of GMM 32.	To be done
33.03	Emiel Steegh	Correct the minutes of GMM 32 and send them to board 9.0 to be uploaded to the DokuWiki.	To be done
33.04	Daniela van Meggelen	Rewrite the last sentence of section 2.4.5: Educational Panels so it describes more clearly what the WSV-gelden are.	To be done
33.05	Board 8.0	Include a section on staff communication and relations to yearly report 2018-2019	To be done
33.06	Board 8.0	Rebrand section 2.1.9: New Appliances to a section which also includes the beer benches and Proto cups.	To be done
33.07	Jeroen Ritmeester	Correct section 2.5.1.1: Financial Sponsorship so it includes the correct numbers.	To be done
33.08	Board 8.0	Correct Yearly report 2018-2019 and send it to board 9.0 to be uploaded to the DokuWiki (APs 33.04 - 33.07)	To be done
33.09	Board 9.0	Add the Kick-In selection procedure to the static policy plan.	To be done
33.10	Board 9.0	Mention in the static policy plan per section during which GMMs all sections were updated most recently.	To be done
33.11	Board 9.0	Change the last sentence and the title of subsection 3.1: Chair(wo)man.	To be done
33.12	Board 9.0	Change 'which' to 'who' in section 3.2: Committee Responsible.	To be done
33.13	Board 9.0	Change section 4.1.1: Opening hours so it doesn't mention Proto drinks specifically, but the Friday Afternoon Drinks in general.	To be done
33.14	Board 9.0	Check whether there is any mention of minimum times to arrange ProtOpeners and refer to it in the static policy plan if applicable.	To be done
33.15	Board 9.0	Re-introduce the section Book Sale to the static policy plan.	To be done
33.16	Board 9.0	Change the first sentence of section 4.4.6: Study Nights so it includes 'strive'.	To be done
33.17	Board 9.0	Change section 5.4: Camp Committee in such a way that it mentions that camp is meant for both first years and the integration between first years and older years.	To be done
33.18	Board 9.0	Change section 5.8: EEMCS Trip so no specific amount of committee members and Atlantis are not mentioned.	Done
33.19	Board 9.0	In section 5.14: Guild of Drafters, change the first letter of Proto to upper case.	Done
33.20	Board 9.0	Correct Static Policy Plan 2019-2020 and upload it to the DokuWiki. (APs 33.08 - 33.19)	To be done
33.21	Board 9.0	Fix the spelling mistake in the introduction of policy plan 2019-2020	To be done

33.22	Board 9.0	Fix the spelling mistake in the section 3.2 Committee Responsibilities.	To be done
33.23	Board 9.0	Check together with the Have You Tried Turning It Off And On Again Committee if the layout of the Proto website can be improved.	To be done
33.24	Manouk Hillebrand	Look into the possibilities of creating a flowchart for Interaction Technology.	To be done
33.25	Manouk Hillebrand	Change the wording of section 4.4.5.1 CRITEEC so it states that they are free to promote the evaluations via other channels.	To be done
33.26	Manouk Hillebrand	Fix the title of section 4.4.5.2 Accreditation Interactive Technology.	To be done
33.27	Mick Tijdeman	Look into where to talk about lunch lectures in the policy plan.	To be done
33.28	Board 9.0	Look into the possibility of creating a checkbox for Protographers which shows if they get food compensated at the event or not.	To be done
33.29	Board 9.0	Correct Policy Plan 2019-2020 and upload it to the DokuWiki. (APs 33.21 - 33.28)	To be done
33.30	Sanne Bouman	Look into the possibility of hosting a workshop to teach participants about how to read and understand a GMM budget plan.	To be done
33.31	Sanne Bouman	Check if the logo on the first page of Budget Plan 2019-2020 has white aids or not.	To be done
33.32	Sanne Bouman	Correct Budget Plan 2019-2020 and upload it to the DokuWiki. (APs 33.30 & 33.31)	To be done

Recap current action points

AP	Who?	What?
34.01	Maxim de Leeuw	Correct the percentage of Activities by the board in chapter 3.1.1 Expenses general.
34.02	Maxim de Leeuw	Remove the new games and boxing ball from chapter 3.1.1 Expenses general: good ideas.
34.03	Board 9.0	Look into the possibilities of decreasing the amount of money spent on posters, and whether there is an option to hang posters close to the Interaction Technology room in Zilverling.
34.04	Maxim de Leeuw	Make sure in chapter 3.1.2 Expenses Committees: First Year Committee, it is clear that the Parents' Day is meant as an event to have free tickets with and that there will be expenses, but that they will be processed only after the event.
34.05	Sanne Bouman	Look into putting a cap on certain reservations for hardware.
34.06	Maxim de Leeuw	Correct Yearly financial report 2018-2019 and send it to Board 9.0 to be uploaded to the DokuWiki. (APs 34.01 - 34.05)

Presence

Name	Time of arrival
Maartje Huveneers	12:45
Sanne Bouman	12:45
Maxim de Leeuw	12:45
Melvin van der Ende	12:45
Luuk van den Top	12:45
Imke Verschuren	12:45
Peter van der Burgt	12:45
Harald Eversman	12:45
Manouk Hillebrand	12:45
Renske Mulder	12:45
Hannah Ottenschot	12:45
Daniela van Meggelen	12:45
Tom Onderwater	12:45
Jeroen Ritmeester	12:45
Emiel Steegh	12:47