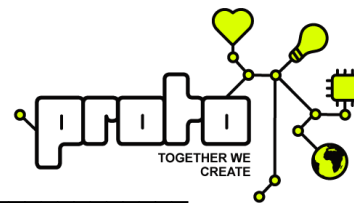


# General Member Meeting 41



18 March 2021, 19:30

@Zoom

Minutes by Jesse Visser & Imke Verschuren

Editor's note: *A digital presence list and a recap of all action points given during this GMM can be found at the end of this document.*

## 1. Opening

1. The 41st General Member Meeting of S.A. Proto is opened at 19:35 on 18 March 2021.

## 2. Announcements

1. There are no announcements.

## 3. Quorum

1. At the start of the GMM, a total of 12 votes are counted.
  - a. Maxim de Leeuw has been authorised by Jur van Geel and Peter van der Burgt.
  - b. Hannah Ottenschot has been authorised by Maartje Huveneers.

## 4. Fixing the agenda

1. There are no comments on the agenda.

## 5. Previous minutes

1. Since the previous GMM took place a month before this GMM, no minutes are available. The minutes of GMM 40 will be presented at GMM 42 together with the minutes of GMM 41.

## 6. Letter from the audit committee

1. The letter is read by Maxim de Leeuw.
  - a. In short, the Audit Committee confirms the financial health of S.A. Proto is in check, and that the half yearly financial report displays the financial status and current state of the bookkeeping in an orderly manner.

## 7. Semi-annual Financial Report 2020-2021 (for Approval)

1. General remarks
  - a. Peter van der Burgt: Jonathan, the report looks beautiful. I might have quite a lot of comments, but overall, the document looks very good. Also, if need be, do not hesitate

to address your board members on things you need them to do, for example with companies.

30 b. Sanne Bouman: I would like to mention a general point to the GMM instead of about  
the document itself. Usually, the Audit Committee gives a lot of feedback on  
documents like these. This time, this has not happened as much as I was used to in  
my year – this is not only Jonathan’s fault, but we also have to share the blame for this.  
There might be some points in here that would have been solved already had we  
35 looked at it earlier, but unfortunately, we did not. Maxim did take a quick look at the  
document and decided it looked fine, which I agree with, but I would like to make sure  
that the GMM is aware of the fact that not a lot of feedback was given on this  
document by the Audit Committee and looks at the document from that perspective.

40 i. Philippe Tuinman: Is there a reason that this is not in the letter by the Audit  
Committee? This should definitely be in there.

1. Sanne Bouman: This is probably due to the fact that we sent out the  
letter before we reflected on this issue. It should have been in the letter,  
but this is also just my opinion that I wanted to share. We also checked  
the general finances as the Audit Committee, but simply did not check  
45 this document. I don’t know if Maxim agrees with me.

2. Maxim de Leeuw: Yes, as Sanne says, I looked through it and all the  
text pieces and balances et cetera seem to be in check. So, in that  
sense there were not a lot of things that we could have taken out before  
this GMM, those would have been minor flaws at best.

50 3. Philippe Tuinman: And this will still be added somewhere?

4. Jesse Visser: It will be mentioned in the minutes.

c. Hannah Ottenschot: And are there plans in place to prevent this in the future?

i. Jonathan Matarazzi: I was planning on organising a meeting with each other to  
discuss this, since both of us were at fault here.

55 ii. Philippe Tuinman: I think that, especially this year, something should be put in  
the (financial) annual report about this – similar to the piece the Board of  
Advisors has sometimes.

iii. Maxim de Leeuw: I would like to mention that usually, as Audit Committee, you  
see each other in real life and can check up on business then. This simply does  
60 not happen as easily right now. I personally am really bad at remembering  
things on WhatsApp. Even something as small as asking Jonathan how his  
report is doing, I’d need to stumble across the Audit group chat to see it again  
and be reminded. But it could not hurt to put this in an annual report.

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iv. Sanne Bouman: We need to start a conversation on what the expectations are from both sides, which things are going wrong, definitely since we don't see each other every day. This does not mean that we as an Audit Committee can neglect to check up on the treasurer or from Jonathan to ask for help or keep us in check in case, he needs more support from us. But a conversation about this is a great idea and should probably have been done earlier.

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v. Philippe Tuinman: Make sure to document exactly where it went wrong, what is decided to improve upon this and whether or not this has been successful. Because it does not go 'wrong' with the Audit Committee very often, it would be good to have this written down somewhere for your successors.

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d. Philippe Tuinman: I have some remarks about the lay-out of the document, shall I mention them where I noticed them so that you can immediately see what I mean?

i. Imke Verschuren: Are these remarks regarding the linguistic lay-out or are they style-related?

ii. Philippe Tuinman: They are style-related.

iii. Jesse Visser: You should send an email for those.

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iv. Philippe Tuinman: No, these are not textual remarks. They are related to the contents of the document.

v. Jesse Visser: Because they make the document harder to read?

vi. Philippe Tuinman: Some of them, yes.

vii. Imke Verschuren: Okay, then please mention your remarks per page.

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## 2. Page 4

a. Peter van der Burgt: I have five remarks. The first is point 1210, to be received. Here, the current amount is displayed and not the amount from the start of the year. This is unclear to me.

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i. Jonathan Matarazzi: I do not know how to make this clearer than putting it in a column with a header saying '31-01-2021'.

b. Peter van der Burgt: Second remark, why are 2210 and 2220 split up in the liabilities section?

i. Jonathan Matarazzi: That is done since it is a little bit more accurate this way and gives a better view of how this is currently in Proto's bookkeeping.

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*At 19:51 Martijn van Ooijen joins the GMM, increasing the total number of votes to 13.*

c. Peter van der Burgt: In the assets section, 3620, regarding the statutes, the reservation for the statutes has been pending for a while and we still have not received anything from the Student Union. I would like to see an action point for this for the entire board.

- 100 i. **AP Board 10.0 (41.01)** Contact the Student Union regarding the money to be received from the statutory changes made in 2018.
- d. Peter van der Burgt: Then, immediately below that, 1746, Reservation DIYCie. This is generally also missed company income; the whip may be cracked more and do not be afraid to ask companies about this more often.
- 105 i. Jonathan Matarazzi: In this case it is about participant fees that have been charged by now as well as the subsidy from the UT of which the invoice was not sent out until later. We have not heard anything about this since then so I will look into this again.
- ii. **AP Jonathan Matarazzi (41.02)** Look into the subsidy from the UT for the DIYCie activity from October 2020.
- 110 e. Peter van der Burgt: Last remark, 1780 in the liabilities section, Reservation TipCie and SBZ. Have plans been made for the €1000 and is it laziness that SBZ has not done anything with this yet?
- i. Jonathan Matarazzi: We only recently got more clarity on what the actual costs will be from SBZ which will be, if I recall correctly, around €300. Money will be left over here, so we need to look into what will be done with this money.
- 115 1. **AP Board 10.0 (41.03)** Look into what will be done with the remaining money from the TipCie and SBZ reservation.
- ii. Sebastiaan van Loon: The most recent amount is around €400.
- iii. Jonathan Matarazzi: This is all happening so late since SBZ is also still working on their annual financial report and such.
- 120 f. Philippe Tuinman: To start with the lay-out issues that caught my eye, why is there no top line for the table?
- i. **AP Jonathan Matarazzi (41.04)** Add a line to the top of the Balance table on page 4 of the Semi-annual Financial Report 2020-2021.
- 125 g. Philippe Tuinman: Furthermore, I only noticed when Maxim said it, at points like 2220 To be paid – Statement of Expenses the line does not start after the point number but a line before that. This is quite confusing.
- i. **AP Jonathan Matarazzi (41.05)** Change the lay-out of the multi-line points in the financial tables to make sure the line starts after the number of said points.
- 130 h. Sanne Bouman: In the first line it says we had €26,3706.63 in our bank account at the start of the financial year. There is a 3 in there that does not belong here, the first 3 in this number.
- i. Philippe Tuinman: Are the use of the comma and dot switched around?
- ii. Sanne Bouman: No, oh, you mean in the document as a whole? I do not know.

- 135
- iii. Maxim de Leeuw: A dot should indicate a thousand, a comma should indicate the decimals.
  - iv. Jonathan Matarazzi: There is the Dutch and international usage of these two.
  - v. Jesse Visser: In the Netherlands we use commas for decimals, in the rest of the world dots are used to indicate those.
- 140
- vi. Hannah Ottenschot: Jonathan can figure this out later.
  - vii. **AP Jonathan Matarazzi (41.06)** Look at the usage of dots and commas currency formats.
- i. Sanne Bouman: The Reservation Board Insurance is for this year, so this can go to the expenses of Board 10.0. I saw in the bookkeeping that this has not been paid yet but it has been paid last year and the money ended up in this reservation. So, the €60,50 in this reservation should be moved to the board insurance costs of Board 10.0.
- 145
- i. **AP Jonathan Matarazzi (41.07)** Move the €60,50 in the Reservation Board Insurance to the board insurance expenses of Board 10.0.
- j. Sanne Bouman: My last point is more a question of interest and something we might need to consider, because there is €732 left in the Reservation Active Member Activity from the activity of Board 9.0. This could not take place, so has a conversation taken place about what will be done with this money?
- 150
- i. Jonathan Matarazzi: Yes, this has been discussed. It will be used for making this year's AMA bigger if circumstances allow it and otherwise it will be used for the active member appreciation gift of this year which we still need to formulate a plan for. It will be used for member appreciation in one way or another.
- 155
- ii. Phillippe Tuinman: Will you also look at the active members from the year of 9.0 who might not be active anymore?
    - 1. Jonathan Matarazzi: Yes, it is a nice idea to also take them into account. That should definitely be possible.
- 160
- k. Philippe Tuinman: I had a comment about the Stock Merchandise, an extra thousand euros of stock has been added. Where does this come from?
    - i. Jonathan Matarazzi: Vests were ordered for about €1500, but this should not be where these costs come from.
- 165
- ii. Maxim de Leeuw: You could buy these vests with a ticket, which means that in the bookkeeping it is immediately transferred. However, if this has not been properly linked up yet in the Proto site, then it will not be levelled. So probably, the actual Stock Merchandise is not as high as is displayed here.
  - iii. Philippe Tuinman: Oh, because the payments have not been processed yet?
- 170
- iv. Maxim de Leeuw: Exactly.

175 i. Hannah Ottenschot: My point is also about merchandise, but more a proposal than numbers. We have a lot of merchandise in Proto, but no one has the chance to buy it, so would it be nice to have a day where people can order merchandise and then pick it up on a set day to also give first year students the chance to buy Proto merch?

i. Sebastiaan van Loon: Yes, we can think about this.

ii. Jonathan Matarazzi: It sounds like a good idea.

iii. **AP Board 10.0 (41.08)** Look at selling merchandise packages that members can pick-up.

180 m. Philippe Tuinman: Regarding 1630, Reservation Lustrum, this year no budget will be built up for the next Lustrum. Is it an idea to also reserve money for the next Lustrum in the current Lustrum period, since there is money left over and Proto keeps growing so the Lustra will get bigger in the future?

i. Sebastiaan van Loon: We have discussed this within the board already, correct?

185 ii. Jonathan Matarazzi: Yes, this has been discussed. It is definitely an idea and depending on the state of things at the end of the year this will be one of the things we will put money towards.

190 iii. Sebastiaan van Loon: The definite choice to do this has not been made yet since there is a lot of uncertainty about how much money we will spend in the rest of the year. Probably something like this will be done at the end of the year.

iv. Philippe Tuinman: So, I understand that you do not put any money towards the next Lustrum from the Dies budget in a Lustrum year since this money might be used for the then current Lustrum?

195 v. Jonathan Matarazzi: This is indeed the case this year. The €500 of this reservation immediately go to the Lustrum this year so it is not like the money will not be spent on Lustrum-related activities, but it is not a reservation account.

n. Maartje Huveneers: For the TipCie account, 1400, where does the €900 come from?

200 i. Jonathan Matarazzi: With the settling of last book year and opening the new one, TipCie account was one of the things that was not correct in the bookkeeping when the book year was closed. This is mostly a rectification to make sure the current balance is in line with the annual financial report of the last book year. In this report it can be found that €914 something should have been in this account but was not, so this has been fixed now.

205 ii. Hannah Ottenschot: Is this explained somewhere? Because I can imagine that this is something you would want to have an explanation for.

1. Jonathan Matarazzi: Yes, this is explained a little bit but I am not sure whether I did this for all the things something went wrong before. I will look at this again and write more explanations where needed.
2. **AP Jonathan Matarazzi (41.09)** Check the semi-annual financial report with the annual financial report of last year to check if any explanations need to be added regarding rectifications.
3. Sanne Bouman: There is indeed some explanation missing at the TipCie.

3. Page 5

- a. Hannah Ottenschot: Regarding the lost blue key, can we please push him more on this because it has been way too long. Call him, message him, go to his house, whatever.
  - i. Jonathan Matarazzi: Yes, I need to do this.
    1. **AP Jonathan Matarazzi (41.10)** Get the money for the lost blue key back.
  - ii. Peter van der Burgt: Regarding the lost blue key, no clue for how long this point has been open but do not be afraid to get on people's cases about these things.
- b. Hannah Ottenschot: Another point in regard to this, is it okay to use someone's full name like this in such documents? I do not have any issues with it, but it might be something to think about.
  - i. Maxim de Leeuw: To respond to Hannah, a few years ago it was indeed decided to remove full names from these documents by saying things such as 'lost blue key Proto member' or something along those lines.
  - ii. **AP Jonathan Matarazzi (41.11)** Think about whether people should be mentioned with their full name in official GMM documents regarding owed money.
- c. Hannah Ottenschot: I have one more question. About Renske's ERO subsidy, it looks like it needs to be paid by Renske which is not the case. It still needs to be paid by the Student Union. Consider writing this down a little more clearly somewhere.
  - i. **AP Jonathan Matarazzi (41.12)** Add some explanation about the fact that 'ERO subsidy Renske' is to be paid by the Student Union, not by Renske.
- d. Hannah Ottenschot: I thought that, at the 'to be received', would it be an idea to also add a column with since when this money was to be received? This can also make it easier to prioritise who you need to address first regarding this table.
  - i. **AP Jonathan Matarazzi (41.13)** Look into adding a column to the 'to be received' table which shows since when a payment was still to be received.

- ii. Philippe Tuinman: You could add a date for when the payment was first in this table, or the date on the invoice. Because this lost blue key has been in this table since the year of 9.0.

4. Page 6

- a. Sanne Bouman: In the first paragraph, it says something about the aftermath of the board weekend in the Asset Reservation. *She refers to 'A deposit of... for this year.'* Has a settlement been made for this year's board weekend?

- i. Jonathan Matarazzi: No, a settlement has not really been made.
- ii. Sanne Bouman: You should make a settlement before you can draw any conclusions about the actual loss that was made at the board weekend. I now have no idea where this loss has come from. We should go through everything together and make a settlement for the board weekend before a conclusion is drawn, since no participant money has been withdrawn yet either as far as I know. Do not be afraid to let me know for these kinds of things, it is no problem to ask me if you need data or information you do not necessarily have.

1. **AP Jonathan Matarazzi (41.14)** Sit with Sanne Bouman to make the settlement for the board weekend of 2020.

- b. Sanne Bouman: At the paragraph about the deposit for the blue keys it says that we have 8 keys, but I can recall that Mick's key was not handed in at the end of the year and according to the numbers this money has also not been returned. Is this key handed in and will we get this money back? What is the situation?

- i. Jonathan Matarazzi: I do not know, to be honest.
- ii. Imke Verschuren: Maybe Sebastiaan knows more about this, since he took over Mick's keys?

1. Sanne Bouman: No, this is the key that Mick lost but later found again. I expect that Mick still has that key; this should be asked so we can see if we can get €30 back when he hands it in. Once you know the outcome, also add a piece about this to the report; whether the University is still processing everything or whether Mick still has it.

- a. **AP Jonathan Matarazzi (41.15)** Ask Mick whether he still has his blue key he found and then add a section about this blue key to the report.

- b. Maxim de Leeuw: We should also see about how Mick will hand in his key since Michel is needed for this and he is not always present.

- c. Sanne Bouman: The owner's equity and result account have been split here, as in the bookkeeping. Why was this decision made?



- 280 i. Jonathan Matarazzi: The reason was to make a start with making reports like  
these more transparent and since this is the way this is documented in the  
bookkeeping, I decided to add them to this report separately.
1. Sanne Bouman: I think the reasoning is fine but do think about the  
285 extent to which this provides more information or if it might just make  
things more confusing. I would explain that these were one thing before  
but have been split, so people understand the difference between this  
report and previous ones.
- a. **AP Jonathan Matarazzi (41.16)** Add an explanation to the  
Owners' Equity and Result account on why these two points  
290 have been split.

5. Page 7

- a. Philippe Tuinman: Some amounts have a € in front of them, whilst others do not.
- i. **AP Jonathan Matarazzi (41.17)** Make sure all amounts in the table on page 7  
295 have € in front of them.
- b. Maartje Huveneers: Why is Take away TYS still unpaid?
- i. Jonathan Matarazzi: In Sanne's year this has accidentally been paid double, so  
Renske transferred money back to Proto, but Renske transferred a little too  
much, so Jonathan still needs to pay back that small amount.
1. **AP Jonathan Matarazzi** Transfer the remaining amount of money from  
300 the Takeaway TYS ProtoNights 06-11 to Renske.
- ii. Sanne Bouman: It is my fault that Renske transferred the wrong amount of  
money, I made a typo in the message asking her to pay money back to Proto.

6. Page 8

- a. Philippe Tuinman: What are the rules until when things are dropped from this list?  
305 There are things in here from 2016, that is quite a long time ago.
- i. Jonathan Matarazzi: I looked this up, these things expire after five years. I went  
through the list with the dates in the bookkeeping to see if something expired,  
but that was not the case yet.
- b. Philippe Tuinman: It might then be nice to add exact dates here as well, to make it  
310 easier to check this.
- i. **AP Jonathan Matarazzi (41.18)** Add a column to the Reservations  
miscellaneous table on page 8 with the exact date of when a reservation was  
added.
- ii. Hannah Ottenschot: It can also be nice to add here that this has been looked  
315 up and that this expiration term is five years.

1. **AP Jonathan Matarazzi (41.19)** Add an explanation on the expiration term of Reservations miscellaneous.

7. Page 9

a. Philippe Tuinman: At OmNomCom beer fridge, this is quite a non-round number. Why is that?

- i. Jonathan Matarazzi: I am not sure; I cannot say anything about that from the top of my head.
- ii. Sanne Bouman: There was a plan to check how much these appliances cost on a yearly basis and how long they should last. These numbers are then divided. For the beer fridge it was something like 3 years, if you have a nice and round number and divide that by 3 you get a weird number every year.

b. Maartje Huveneers: What is the difference between random and other upkeep?

- i. Jonathan Matarazzi: The OmNomCom random and HYTTIOAOAc other upkeep are probably meant. The main difference is that one is for the OmNomCom and the other for the Have You Tried hardware. It is quite confusing that the names are similar, but they mean different things.

1. Hannah Ottenschot: Maybe you can also change the OmNomCom random to Other Upkeep, this sounds nicer as well.

2. Maxim de Leeuw: In my year this was asked, in Sanne's year this was asked, it might be nice to add more explanation to make sure that people understand. We sometimes use miscellaneous, that could be applicable.

- a. **AP Jonathan Matarazzi (41.20)** Change 'OmNomCom Random' to 'OmNomCom Miscellaneous' and 'HYTTIOAOAc Other Upkeep' to 'HYTTIOAOAc Miscellaneous' in the Reservations hardware table.

8. Page 10

a. Philippe Tuinman: How is that the committee expenses are over €500 more than was budgeted?

- i. Jonathan Matarazzi: We sat down with the board to check our expenses and checked if money could or should be given another purpose. Expenses such as coffee, food et cetera are simply not being made this year. This is why we made a plan to give committees more money where it will probably be used instead of sitting idle.

- ii. Philippe Tuinman: Is this also the reason why Expenses Miscellaneous has a positive forecast?

1. Jonathan Matarazzi: This is a different story; this is an error in the bookkeeping. The amount in our bank account did not match the amount in our bank account according to the bookkeeping, there was a difference of €67,25. This has been fixed at the beginning of this year, but that is why 'profit' was made.

b. Sanne Bouman: At the Expenses Miscellaneous, the amount is not the same as the amount in the table at the end. Something has gone wrong there.

i. **AP Jonathan Matarazzi (41.21)** Look into why Expenses Miscellaneous on page 10 and at the end have different forecasts.

c. Hannah Ottenschot: Maybe add something about the fact that you fixed Expenses Miscellaneous here.

i. **AP Jonathan Matarazzi (41.22)** Add a bit of explanation about fixing the bookkeeping to the paragraph regarding Expenses Miscellaneous.

d. Philippe Tuinman: The point for Unforeseen Expenses has been budgeted at half of the original amount. Why do you expect this to become lower?

i. Jonathan Matarazzi: Because I do not expect that it is possible to come to this amount in the rest of the year with how things have gone so far.

ii. Philippe Tuinman: This point is called unforeseen for a reason, so you cannot really make predictions about this. I would keep it at the original amount of 2k.

iii. Maxim de Leeuw: The thing is, I get your point Philippe, but you scale your predictions with time. This point is weird anyway since it is not really an existing account in the bookkeeping. So, if you have an unforeseen of 1k and you come above this, 2k is still budgeted. At this point you are only changing what you expect is the maximum amount that can still be spent on these unforeseen expenses.

iv. Hannah Ottenschot: I do not understand this.

v. Maxim de Leeuw: With unforeseen, you keep money apart in case something goes wrong. At the beginning of the year, 2k is budgeted for this. However, in the bookkeeping, you do not add any money to this account. This money is in your liquidity. So, the money is there, but we do not see any chance of it happening that the money will be spent.

vi. Sanne Bouman: I can understand both sides, but in this case since the forecast takes less expenses into account for some points and more expenses for others, I do not find it weird that this also happens for the unforeseen point. I would have kept it at 2k but using the forecast like this is also very understandable.

vii. Sebastiaan van Loon: I would like to add that the chances of wrecking a Bata bus are significantly smaller this year than they would be during a normal year, hahaha.

9. Page 11

a. Peter van der Burgt: It is important to actually send out the sponsoring invoices as fast as possible. Especially if there are deals there, you do not want to wait with this.

i. Sebastiaan van Loon: Yes, I need to be more on top of that now that I see this number.

1. **AP Sebastiaan van Loon (41.23)** Send invoices to sponsors.

b. Peter van der Burgt: I have another thing called "sad donation noises". Can Jonathan send me a Tikkie of €5 since I am not a primary member anymore and am only paying €5?

i. Hannah Ottenschot: I would like to respond to the Donation point. Are there plans to expand this?

ii. Jesse Visser: An alumni email was sent out with at the bottom a 'hey, become a donor' message. I am also planning on sending out another one of those emails later this year.

c. Sanne Bouman: There was a point made about sponsoring and the response was 'I need to be more on top of that', that makes me wonder why this has not been done so far? Did this delay come from Sebastiaan, from Jonathan, from both, from the companies?

i. Sebastiaan van Loon: I have three reasons. One: There are not a lot of invoices to be sent out, not a lot of events have been held and the bigger sponsoring amounts are still being discussed. Two: I was not aware of the fact that I had to communicate with Jonathan about this, that was just a miscommunication between us. It has been discussed before this GMM and some invoices have been sent out recently. Three: This point disappeared to the background since I was busy with other things at the start of the year, and it disappeared in the background during the lockdown.

ii. Sanne Bouman: I would not write 'quite some deals have been made' then.

iii. Sebastiaan van Loon: The deals have been made; they just have not been finalised yet.

iv. Sanne Bouman: Perhaps add this to the report as well.

1. **AP Jonathan Matarazzi (41.24)** Add more explanation to the Sponsoring paragraph on why no invoices have been sent out yet.

d. Philippe Tuinman: The 0% is aligned on the left, on the next page it is aligned to the right which is easier to read.

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i. **AP Jonathan Matarazzi (41.25)** Align the ‘-%’ on the right side of the % column in the Income table on page 11.

e. Hannah Ottenschot: At the bottom of the table, it says a total of 27.19%, where does this come from?

i. Jonathan Matarazzi: This comes from the total amounts.

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10. Page 12

a. Sanne Bouman: At the start you explain Proto is closed and that no normal circumstances will be expected to return before the end of our years. However, money is also kept aside for activities that you hope to organise at the end of the year. I would mention this here as well, that there is still a chance costs will have to be made and that that it why some money is left in various accounts.

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i. **AP Jonathan Matarazzi (41.26)** Add more explanation on why some money is left in certain accounts despite it being forecast that Proto will not be back to normal before the end of the year

b. Philippe Tuinman: In account 3020 things are said about new couches and new screens for the Protopolis, I hope this will also be done. I had another question regarding account 3070 Representation. What has the money been spent on exactly?

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i. Jonathan Matarazzi: From the top of my head, it was spent on the graduation roses, Christmas cards (these turned out more expensive than usual due to stamps)...

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1. Philippe Tuinman: But I saw that about €36 was spent on stamps, what did you spend the rest of the money on?

2. Imke Verschuren: Those were only my stamps, the others bought stamps as well.

3. Jonathan Matarazzi: You probably saw this amount in Expenses – To Be Paid, those are simply the stamps that have not been reimbursed yet.

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4. Philippe Tuinman: Is this then already included in this amount of €278.91?

5. Jonathan Matarazzi: Yes. I would have to check the bookkeeping for the exact details on what everything was spent on if you would still like to know more about that. I will clarify this point with that information.

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a. **AP Jonathan Matarazzi (41.27)** Add an explanation on which costs have already been made in the Representation account.

c. Hannah Ottenschot: Huge amounts from the forecast have disappeared, for example the constitution drink. What has happened to this money?

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i. Philippe Tuinman: I would like to add to this, with certain things money is moved around – for example the Protopolis. I assume that some moving has taken place here. In the total amounts the difference between the totals and the forecasts is over €3000. So where does this money go?

465 ii. Jonathan Matarazzi: The constitution drink money was divided over several things, which should be in the description. Apart from that the moving was not done from specific accounts to other specific accounts, but more globally. We looked at what we expected to spend for the rest of the year for example the Protopolis and then we looked at what we expected committees to spend the  
470 rest of the year and whether they could do something cool with extra money.

1. Hannah Ottenschot: So, it is more like, we expect to spend less money in general at this point in the year on certain things. I would like to know exactly how much money is involved and where it goes.

475 a. Sanne Bouman: I think that providing some clarity in this would indeed be nice to add. Whether to change this in the semi-annual report I do not know, but this would be very nice to add to the annual financial report.

b. Hannah Ottenschot: I agree with Sanne. I do think that such an oversight for the next treasurer would also be very nice.

480 c. Philippe Tuinman: Even a piece of text would also work I think, to just highlight some of the big players such as the constitution drink and Lustrum committee.

d. Jesse Visser: You could also make a bar chart with the original forecast and what happened to it.

485 e. Philippe Tuinman: As long as it is clear to any random person who might want to read it.

f. **AP Jonathan Matarazzi (41.28)** Make clear how the money of the constitution drink has been redistributed.

490 d. Sanne Bouman: I expect that in a financial report you reflect on the budget that was made at the start of the year. Usually, these changes are not mentioned in an annual financial report. If you structure your annual report as usual, you will see that the budgeted amount was €600 for example and the actual amount spent was €900. It is important here to add that context of money that was moved between various accounts.

495 i. Jonathan Matarazzi: This all sounds like a good thing to discuss with the Audit committee.

1. **AP Jonathan Matarazzi (41.29)** Think about how to add an informational graphic and accompanying text with where money was removed and where money was added throughout the book year to the annual report together with the Audit committee.

11. Page 13

- a. Peter van der Burgt: Point 3020, I am very happy with the new RFID units. Also, I am curious to see the new green couches. For 3050, it might be nice to start reserving money for a printer for once Proto opens again.
- i. Jonathan Matarazzi: I have a very nice story about this. We were allowed back in the Protopolis and started working on the printer. There is nothing wrong with the printer, it works just fine. The only issue now is connecting it to the network, apart from that it is fine.
- ii. Maxim de Leeuw: It might be nice to mention this in the explanation for this point then.
1. **AP Jonathan Matarazzi (41.30)** Add an explanation on why no reservation will be made for a new printer.

12. Page 14

- a. Philippe Tuinman: Regarding board clothing, why was this paid by invoice?
- i. Jonathan Matarazzi: That happened because Kayser wanted the suits to be paid that way. The amount is still so high because I have not sent an invoice to the board yet due to forgetfulness from my side.
- ii. Sanne Bouman: At the Good Idea Budget, there is some secrecy regarding what the money will be spent on. Are we not allowed to know what the activity is?
- iii. Imke Verschuren: We do not know whether or not we are allowed to share the details of the activity with you, but we did not want to take the risk to add it and have it turn out that the activity was in fact a secret.
- iv. Peter van der Burgt: Regarding Activities by the Board, what might help here is to make a priority list of what needs to be organised first. Also take into account the recent brainstorm for this.
- b. Maartje Huveneers: There was €2000 budgeted for the Active Member Activity. Are there plans for this already, since it is quite a lot of money?
- i. Philippe Tuinman: Together with the €2000 from your [Hannah Ottenschot's] year, right?
- ii. Sanne Bouman: No, that is about €700.
- iii. Jonathan Matarazzi: It is indeed a lot of money, there are no specific plans yet. The plans will be more than a simple card.

535 iv. Imke Verschuren: There are some rough plans, but this has not been worked out yet. There is also currently a running action point to look into what we will do if there cannot be a physical Active Member Activity.

v. Hannah Ottenschot: But you do expect to spend this amount?

vi. Imke Verschuren: That is what we are basing all of our plans on, so yes.

540 vii. Hannah Ottenschot: Speaking of fun activities, are there plans for the board weekend already?

viii. Imke Verschuren: There is a date.

ix. Sebastiaan van Loon: There is no specific plan yet.

x. Hannah Ottenschot: I would start with planning things, especially booking a location.

545 xi. Imke Verschuren: This has already been done a long time ago, the date was simply moved.

### 13. Page 15

a. Peter van der Burgt: It is a great idea that some money from the constitution drink is being put towards a drink for drafters. I can imagine this was a hard decision to make.

550 i. Jonathan Matarazzi: It is a shame, but we did not expect this to happen anymore.

### 14. Page 16

a. Philippe Tuinman: Extra forecast means that committees get extra budget due to the moving around of money, correct?

555 i. Jonathan Matarazzi: Yes.

ii. Philippe Tuinman: Then explain this more elaborately at the start of this subchapter, since committees are the main concern of a lot of members. This would be a good place to add the information about the money that is moved that was discussed earlier during this GMM.

560 b. Peter van der Burgt: This is about the pLAN. Considering the fact that most activities need to be online, you could consider allowing the pLAN to go over budget.

i. Jonathan Matarazzi: This can be looked at together with the pLAN.

1. **AP Jonathan Matarazzi (41.31)** Look at possibilities to give the pLAN more budget.

565 c. Peter van der Burgt: The DIYCie will still need money for making prototypes, or is there a reservation for this?

i. Jonathan Matarazzi: Costs will be made, but no costs for materials have been declared yet.

570 d. Hannah Ottenschot: For the TipCie, €200 is now forecast. However, in the text, the €400 from page 15 is mentioned. This confused me quite a bit.



i. Jonathan Matarazzi: You have found a mistake; I simply did not press update on the table before uploading the document. [Happy Hannah noises]

1. **AP Jonathan Matarazzi (41.32)** Fix the committee table with the fully updated version.

575 e. [Philippe Tuinman raises his hand]

1. Imke Verschuren: Is this about the unaligned percentages?

a. **AP Jonathan Matarazzi (41.33)** Fix the aligning of the -%'s in the Expenses Committee table.

580 ii. Philippe Tuinman: Yes, but you have mentioned that now. I do have one more thing. Shall we stop calling the D-I-Y-Cie the Die-cie? We might be projecting death on the committee now.

f. Philippe Tuinman: For the FishCie, €50 is budgeted. There is now -€0,60, how does that work?

585 i. Jonathan Matarazzi: When the Protopolis was open, some members made donations to the FishCie. Furthermore, the FishCie has not declared any of the food yet, hence the profit.

ii. Philippe Tuinman: My second thing for the Almanac, that is also because €350 of income has been generated?

iii. Jonathan Matarazzi: Yes. The expenses will come later.

590 iv. Sanne Bouman: For the Kick-In there is an amount that was already paid, have you been in contact with Benno Pals?

v. Jonathan Matarazzi: Yes.

vi. Sanne Bouman: Cool, that is what I wanted to know.

#### 15. Page 17

595 a. Philippe Tuinman: Regarding the ACE, it was not completely clear why the Integration Week activity money was taken from ACE budget instead of the Integration Week budget.

600 i. Imke Verschuren: This is because the Integration Week does not have any budget. All budgets came from the study or the committee and since the week had to be cancelled the ACE decided to organise the activity separately at a later date and use their own money instead of money from the study for a week which did not happen.

b. Maartje Huveneers: Regarding camp, in the semi-annual report it says that there is a plan for a possible dual camp. Will the budget of this camp be moved to that one?

605 i. Jonathan Matarazzi: Camp has no budget since all income comes from the university and the participants. It has been discussed with Alma; she found a dual camp a great idea.

- ii. Philippe Tuinman: But this money for camp is not from Alma, right?
- iii. Sebastiaan van Loon: But Alma does have money to spend, but the money for camp does not come from her budget.
- iv. Maxim de Leeuw: Alma definitely has money to spend, a lot more than we all think, but she needs to sign this off with her boss. I would look into asking Benno Pals if more money can be made available for the camp of next year with the entire faculty since no money was spent this year anyway and the University needs to spend the money to avoid paying taxes for it.
- v. **AP Sebastiaan van Loon (41.34)** Contact the EEMCS Kick-In responsables to see if they are interested in contacting Benno Pals to see if more money can be made available for the camps of 2021/2022 than is usually the case.

c. Maartje Huveneers: There is no header for the EmergenCie, this is missing.

- i. Imke Verschuren: This is indeed missing. I can tell you a little bit about it now. The ERO straps have been ordered and have arrived. The money has also been declared, but €0,46 more was spent than was budgeted so this is why a loss of forty-six cents was made here.

1. **AP Imke Verschuren (41.35)** Write an explanation piece for the EmergenCie.

d. Philippe Tuinman: Is this from the EmergenCie budget because the EmergenCie does not have budget for committee clothing?

- i. Imke Verschuren: Yes, at the start of the year budget was requested for new ERO straps and this request was accepted.

e. Maxim de Leeuw: I think the EmergenCie header was also missing in the budget plan of Board 10.0, so you might want to look at the copy-pasting of old reports.

- i. *Some discussion ensues about whether or not the header was in the budget plan of Board 10.0.*

- ii. Sanne Bouman: It probably is not here because it was not in my report, since the EmergenCie did not have any budget and no money was spent.

f. Maartje Huveneers: Regarding the First Year Committee, in the text it says that budget was used but in the table no budget has been used.

- i. Imke Verschuren: No declaration has yet been sent for this.
- ii. Jonathan Matarazzi: It has been declared, and I am pretty sure this was also changed in the tables, but this also got lost since I did not update the table similar to the TipCie earlier.

g. Sanne Bouman: Gala will receive €500 extra making the budget €1400. I was wondering, where does all this money go? Is it simply that expensive?

645 i. Imke Verschuren: This mostly goes towards a location that is quite expensive. It goes towards transport, one bus from the city and one from the campus, it goes towards food since good food is expensive and it goes towards drinks which is also quite expensive. This adds up really quickly.

h. Hannah Ottenschot: Next to that, the current budget plan does not take this extra money into account, so the ticket price is also quite high.

650 i. Imke Verschuren: Indeed, once this document is approved, the ticket price will drop €10,-.

#### 16. Page 18

a. Philippe Tuinman: At header 4330, the SportCie, the aligning is wrong.

i. Jonathan Matarazzi: Yes, I just noticed, I am deeply ashamed.

655 1. **AP Jonathan Matarazzi (41.36)** Fix the alignment of header 4330, SportCie.

b. Maartje Huveneers: This is about the Almanac and the Lustrum. I am a financial noob. Why does Lustrum have money budgeted, whilst the Almanac does not? I get that it can come from reservations, but why is this not also the case for the Lustrum committee?

660 i. Jonathan Matarazzi: For the Almanac a part comes from the reservation and another part comes from sponsoring. The plan was for the Almanac to break even with these two sources of income and their expenses. For Lustrum, this was not the case.

665 ii. Sanne Bouman: I think Maartje's question is more why the Lustrum committee already made a budget at the beginning of the year whilst the Almanac did not, so why no reservation money went towards the Lustrum committee. Either way, the question was answered.

c. Maartje Huveneers: The Protography also does not have a header.

670 i. *Everyone clamours to say that the Protography does not have any budget.*

ii. Hannah Ottenschot: I would still add it for completion.

1. Jonathan Matarazzi: Yes, if I also mention them in the table they should be mentioned here.

675 a. **AP Jonathan Matarazzi (41.37)** Add a text piece for the Protography.

d. Hannah Ottenschot: Also, something to consider, the text pieces are not in the same order as they are in the table.

i. **AP Jonathan Matarazzi (41.38)** Look into making sure the order of the committees in the table and the textual explanations is the same.

- 680 e. Hannah Ottenschot: For the Handyman, right now it is doable to lasercut things at Alfred's. Why is there not more speed in the whole glowsign thing?
- i. Imke Verschuren: This is because people are procrastinating working on this project a little bit. The prototype that was mentioned in the semi-annual report has been made, but the sizes were wrong again. Since then, people have been
- 685 too busy to make a new version. Tomorrow there is another meeting about this, so hopefully we will know more by then.
- ii. Philippe Tuinman: Well, people have signed up for this, right? But not paid?
- iii. Imke Verschuren: Yes, there was a sign-up, so nothing has been paid yet.
- iv. Philippe Tuinman: Because then you already have an activity that is slowed
- 690 down quite a lot, and you can let the committee know that there is some priority in this as well.
- v. Hannah Ottenschot: I agree.
- vi. **AP Imke Verschuren (41.39)** Kick the Handyman Committee for the glow sign packages.

695 17. Page 19

- a. Hannah Ottenschot: I find it quite sad to read that there is not the expectation that new members will be found for the InteracCie. There is a committee market tomorrow and for all you know new members will apply. I find it a little sad to already say that the whole committee will not receive any budget anymore.
- i. Imke Verschuren: As far as we can see, there are no master students signed up for the event right now.
- ii. Hannah Ottenschot: I generally find it sad that this is not being picked up.
- iii. Jesse Visser: For the semi-annual report I said that we do not expect to set up a committee successfully this far into the year, so repurposing the money elsewhere to organise fun activities with other committees that are also for
- 700 master students seemed like a logical option. For some reason the D&D night attracted a lot of master students, which was nice.
- iv. Hannah Ottenschot: Then poke these people to see if they are interested in joining the InteracCie.
- 705 v. **AP Jesse Visser (41.40)** Take a more active approach in finding new members for the InteracCie.
- b. Philippe Tuinman: This could have been done at the beginning, but I would like to know from Louis and Martijn to what extent they knew about the repurposing of the money. And, to what extent will it be discussed with committees what they will do with
- 710 extra budget? And has it been discussed with committees how they will use the budget
- 715

they still have left? Question one, has it been discussed with committees whether or not they feel like they could use extra money?

i. Imke Verschuren: This has been done with the committees for which we found it relevant, but the committees where we did not deem this to be the case this has not been discussed.

ii. Louis van Maurik: I am in the SportCie and we have enough budget left throughout the year, so we do not need extra budget. The online activities we can do are limited anyway.

iii. Philippe Tuinman: But has it been discussed that budget will be taken away?

iv. Louis van Maurik: No, but we already knew that money would be left over since the Bata is not happening in its normal form.

v. Jonathan Matarazzi: Regardless, I should have discussed this with the committees.

vi. Philippe Tuinman: This is not only for you, but for everyone. I understand that this is something that gets buried somewhere, but I think it is very bad that committees can only hear about this at a GMM where it will be discussed whether or not the money will be taken away. The money that is taken away is their money. My other question was whether or not there is a plan for the money that will be left over, budget committees still have left or extra budget a committee will receive?

vii. Imke Verschuren: This is very dependent on the committee. For some committees it is way clearer what they are going to be doing for the rest of the year than for others, and for the committees that kind of know what they can do with their budget this has been discussed. For example, the SportCie may not have a lot of plans yet, but for example the First Year Committee knows that they will be able to spend their money by the end of the year through a number of activities where they can simply put budget towards lowering the participation fee.

viii. Hannah Ottenschot: I think that more checking of budget plans should be done. I do not get the idea that this has happened a lot, but I [Hannah is the treasurer of the Lustrum committee] would not find it weird that I would be contacted to discuss the plans for the extra €500 that the Lustrum committee will receive. I trust myself, but you should not trust me just like that.

1. **AP Jonathan Matarazzi (41.41)** Ask committees about their plans with the extra budget they will receive.

c. Maxim de Leeuw: What usually happens to the budget plans of committees that are even active right now?

i. Imke Verschuren: These should always be sent to Jonathan when they are done.

755 ii. Hannah Ottenschot: Is this actually done Jonathan?

iii. Jonathan Matarazzi: Not always. Whenever I do not receive them it is always about small things when I receive the settlement, where a budget plan sent in advance was not really necessary.

760 iv. Jesse Visser: At the start of the year, we discussed that the money that committees receive should really be spent. We also agreed to really push this everywhere, to make sure as little money would be left over as possible.

765 v. Sanne Bouman: Going forward, think about how you are going to communicate this to your committees. That is not only up to Jonathan, but to you all as a board responsible and to check that committees with big budget plans actually have communication between their treasurer and Jonathan. Make a plan for this and stick to this.

1. **AP Board 10.0 (41.42)** Make a communication plan for having committee treasurers and Jonathan communicate clearly with each other on the plans that are in place for using budget.

770 d. Philippe Tuinman: What I usually made my committees do is ask the treasurer how much budget they had left from Proto. Why does a committee such as the TipCie get about €100 extra (which I find a lot to begin with) where the First Year Committee, who have actually proven themselves with a fun Harry Potter activity, does not get any extra budget? It is important that a committee such as the FYC gets a good Proto committee experience since they are the future of the association, where the TipCie can only really use the money to assemble craft beer packages.

775 i. Imke Verschuren: We looked at which committees might still need extra budget and based on what was spent by the FYC so far, we do not expect them to need any extra budget.

780 ii. Philippe Tuinman: But extra budget can also be used for bigger activities, right? This is also where my question resurfaces, was it discussed with the committee whether or not they would like extra budget to work with?

iii. Sebastiaan van Loon: This was discussed with the TipCie and after a brainstorm a lot of nice ideas were found that money could be spent on.

785 iv. Imke Verschuren: Besides this, the First Year Committee has brainstormed for an extensive list of ideas from which they are picking their favourites. None of these require extra budget the committee does not already have. All committee members like these activities as well, so they do not feel the need to look at activities with more budget. The First Year is also of course not the main

790 committee to be organising these bigger events, that is what the ACE is for.  
This is why the ACE also has more budget than the First Year Committee.

- v. Philippe Tuinman: But then there would be the possibility to make an activity free instead of €5. As a board it would be nice to look at the money that is kind of in limbo and see that, if a committee has a nice idea, they can possibly go over their budget.

- 795 vi. **AP Board 10.0 (41.43)** Look at the possibilities to let committees go over budget if they have a nice idea.

- e. Maxim de Leeuw: You could technically always go over budget. This year it is a little different, but when you show that you can spend more money than budget reflects it is all the more reason to up the budget for committees. In the past years a certain level of liquidity has been built up, so this is definitely possible.

- 800 i. Sanne Bouman: I think these are less ideas of 'this should be changed for this report', but more things that should be taken into account for the rest of the year.

- 805 ii. Hannah Ottenschot: The Lustrum committee received €500 extra, it was discussed earlier that an additional €300 would be given to fix 'mistakes' from the Robot wars, is this €500 including this money or is the €300 on top of that?

- 810 iii. Jonathan Matarazzi: In my eyes these are two separate amounts. The extra costs for the Build Your Own Robot were set after the extra amounts for the committees were decided upon, but in my opinion, it is much more realistic that the €300 is for this fix and the €500 is extra budget.

- iv. **AP Jonathan Matarazzi (41.44)** Mention somewhere in the report that the Lustrum committee will receive €500 extra budget along with €300 to fix supplier issues for the Build Your Own Robot activity.

- 815 v. Page 20

1. Philippe Tuinman: But this table about the reservations is correct, right?

- a. Jonathan Matarazzi: This one is indeed correct, but the table earlier in this document is not because it was not updated. This will still be fixed. I will also add some more explanatory text.

- 820 2. Hannah Ottenschot: For the suspense account, what is the plan for fixing this?

- 825 a. Jonathan Matarazzi: This has not been done yet, I will work on this. A part of this is some failed payments which will be fine, a part is new members where things go wrong and reaching them might be a struggle, it might be that a part of them is unreachable and then this might turn into a small loss.

- b. **AP Jonathan Matarazzi (41.45)** Look into fixing the suspense account as much as possible.

18. *Voting: Approval of Semi-annual Financial Report 2020-2021 on 18 April 2021*

- a. Vote passes unanimously.

19. **AP Jonathan Matarazzi (41.46)** Revise the Semi-annual Financial Report 2020-2021 and upload it to the DokuWiki

## 8. Any other business

1. Philippe Tuinman: Since Hannah Ottenschot just mentioned the extra €500, I think that if you have an idea for an activity, but your resources are limited (so you are missing a car for example), do not be afraid to spend! Rent a car or rent whatever materials you are missing. It would be a shame if budget is not used because a small amount of extra money is needed to work out the logistics.

- a. *Various means of Proto vehicles are suggested by the GMM (a small list: GO-scooter, van, bike, golf cart).*

## 9. Survey

1. Phillippe Tuinman: We skimmed this in the beginning, but there are two candidate candidate board members among us! I was wondering, did you find it useful to be here and what did you think?

- a. Louis van Maurik: I am glad I was here to experience a Proto GMM, I have been to fraternity GMMs before but those are very different. I thought there would be more complaining, but I found everyone to be quite nice for all the complaints I hear about old and sour board members.

- i. *Some murmurs go around the Zoom about how those board members have become less prominent at the GMMs.*

- b. Martijn van Ooijen: I found it interesting to see and hear it, it was my first ever GMM. I do not know if I have registered everything.

2. Maxim de Leeuw: Something important is waiting, do you know what I can do?

- a. *Maxim de Leeuw explains the very important Proto memory of Frank Lammers' "thing" at the end of every GMM.*

- b. *Maxim lights a candle, blows it out and tries to relight it with a lighter about five inches from the wick in the candle. The candle does not relight, the GMM laughs.*

- c. *Out of nowhere, Maxim pulls out a candle. The GMM is surprised, where did this candle come from? The candle is lit. Maxim blows out the candle and tries to relight it with a lighter about five inches from the wick that he moves up and down vigorously.*



*Jonathan Matarazzi would like the minutes to state that to his knowledge, this trick worked perfectly in one try. Maxim assures the GMM that this is indeed the case.*

d. *Maxim now draws on his webcam with a red pen, blows on it and the red disappears from the camera. The GMM is again in awe.*

865 3. Imke Verschuren: If I remember correctly you were also authorised by Peter van der Burgt, so is there another question you would like to ask?

4. Peter van der Burgt: Board, will there be a drink after the GMM?

a. Imke Verschuren: If you have beer at home, the answer is yes!

b. Maxim de Leeuw: I do have beer!

870 5. Philippe Tuinman: Can this be instated for GMM troopers? A keg per person?

a. *The GMM laughs in agreement, a chant for an 'A-L-Fust' is heard (KeG-M-M)*

## 10. Closing

1. The 41st General Member Meeting of S.A. Proto is officially closed at 21:39 on 18 April 2021!

## 11. Presence

875 The following people were present at the start of the General Member Meeting.

Imke Verschuren	Jonathan Matarazzi	Philippe Tuinman
Hannah Ottenschot	Louis van Maurik	Sanne Bouman
Jesse Visser	Maxim de Leeuw	Sebastiaan van Loon

Martijn van Ooijen joins the GMM at 19:51.

## 12. Recap action points

Recap previous action points

AP	Who?	What?	Status
37.04	Jonathan Matarazzi	Arrange a sticker to put on Proto's cash register to show the amount of cash money inside has not changed between Audit Committee meetings.	To be done <input type="checkbox"/>
37.14	Board 10.0	Make sure Proto's Homey is used.	To be done <input type="checkbox"/>
37.19	Board 10.0	Make sure to mention that helpers at activities can make use of the food for helpers' budget more leniently.	To be done <input type="checkbox"/>
38.02	Sanne Bouman	Add the reservation sheet to the audit folder.	To be done <input type="checkbox"/>
38.07	Jonathan Matarazzi	Look into the possibility of creating more transparency in the financial documents of Proto.	To be done <input type="checkbox"/>

<b>38.08</b>	Jonathan Matarazzi	Check if any of the Reservations Miscellaneous have expired and can be removed from future financial reports.	To be done <input type="checkbox"/>
<b>38.10</b>	Sanne Bouman	Correct Yearly Financial Report 2019-2020 and upload it to the DokuWiki. ( <b>APs 38.11 – 38.15 &amp; 38.18</b> )	To be done <input type="checkbox"/>

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### Recap current action points

<b>AP</b>	<b>Who?</b>	<b>What?</b>
<b>41.01</b>	Board 10.0	Contact the Student Union regarding the money to be received from the statutory changes made in 2018.
<b>41.02</b>	Jonathan Matarazzi	Look into the subsidy from the UT for the DIYCie activity from October 2020.
<b>41.03</b>	Board 10.0	Look into what will be done with the remaining money from the TipCie and SBZ reservation.
<b>41.04</b>	Jonathan Matarazzi	Add a line to the top of the Balance table on page 4 of the Semi-annual Financial Report 2020-2021.
<b>41.05</b>	Jonathan Matarazzi	Change the lay-out of the multi-line points in the financial tables to make sure the line starts after the number of said points.
<b>41.06</b>	Jonathan Matarazzi	Look at the usage of dots and commas currency formats.
<b>41.07</b>	Jonathan Matarazzi	Move the €60,50 in the Reservation Board Insurance to the board insurance expenses of Board 10.0.
<b>41.08</b>	Board 10.0	Look at selling merchandise packages that members can pick-up.
<b>41.09</b>	Jonathan Matarazzi	Check the semi-annual financial report with the annual financial report of last year to check if any explanations need to be added regarding rectifications.
<b>41.10</b>	Jonathan Matarazzi	Get the money for the lost blue key back.
<b>41.11</b>	Jonathan Matarazzi	Think about whether people should be mentioned with their full name in official GMM documents regarding owed money.
<b>41.12</b>	Jonathan Matarazzi	Add some explanation about the fact that 'ERO subsidy Renske' is to be paid by the Student Union, not by Renske.
<b>41.13</b>	Jonathan Matarazzi	Look into adding a column to the 'to be received' table which shows since when a payment was still to be received.
<b>41.14</b>	Jonathan Matarazzi	Sit with Sanne Bouman to make the settlement for the board weekend of 2020.

41.15	Jonathan Matarazzi	Ask Mick whether he still has his blue key he found and then add a section about this blue key to the report.
41.16	Jonathan Matarazzi	Add an explanation to the Owners' Equity and Result account on why these two points have been split.
41.17	Jonathan Matarazzi	Make sure all amounts in the table on page 7 have € in front of them.
41.18	Jonathan Matarazzi	Add a column to the Reservations miscellaneous table on page 8 with the exact date of when a reservation was added.
41.19	Jonathan Matarazzi	Add an explanation on the expiration term of Reservations miscellaneous.
41.20	Jonathan Matarazzi	Change 'OmNomCom Random' to 'OmNomCom Miscellaneous' and 'HYTTIOAOAc Other Upkeep' to 'HYTTIOAOAC Miscellaneous' in the Reservations hardware table.
41.21	Jonathan Matarazzi	Look into why Expenses Miscellaneous on page 10 and at the end have different forecasts.
41.22	Jonathan Matarazzi	Add a bit of explanation about fixing the bookkeeping to the paragraph regarding Expenses Miscellaneous.
41.23	Sebastiaan van Loon	Send invoices to sponsors.
41.24	Jonathan Matarazzi	Add more explanation to the Sponsoring paragraph on why no invoices have been sent out yet.
41.25	Jonathan Matarazzi	Align the '-%' on the right side of the % column in the Income table on page 11.
41.26	Jonathan Matarazzi	Add more explanation on why some money is left in certain accounts despite it being forecast that Proto will not be back to normal before the end of the year
41.27	Jonathan Matarazzi	Add an explanation on which costs have already been made in the Representation account.
41.28	Jonathan Matarazzi	Make clear how the money of the constitution drink has been redistributed.
41.29	Jonathan Matarazzi	Think about how to add an informational graphic and accompanying text with where money was removed and where money was added throughout the book year to the annual report together with the Audit committee.
41.30	Jonathan Matarazzi	Add an explanation on why no reservation will be made for a new printer.
41.31	Jonathan Matarazzi	Look at possibilities to give the pLAN more budget.

41.32	Jonathan Matarazzi	Fix the committee table with the fully updated version.
41.33	Jonathan Matarazzi	Fix the aligning of the -%'s in the Expenses Committee table.
41.34	Sebastiaan van Loon	Contact the EEMCS Kick-In responsables to see if they are interested in contacting Benno Pals to see if more money can be made available for the camps of 2021/2022 than is usually the case.
41.35	Imke Verschuren	Write an explanation piece for the EmergenCie.
41.36	Jonathan Matarazzi	Fix the alignment of header 4330, SportCie.
41.37	Jonathan Matarazzi	Add a text piece for the Protography.
41.38	Jonathan Matarazzi	Look into making sure the order of the committees in the table and the textual explanations is the same.
41.39	Imke Verschuren	Kick the Handyman Committee for the glow sign packages.
41.40	Jesse Visser	Take a more active approach in finding new members for the InteracCie.
41.41	Jonathan Matarazzi	Ask committees about their plans with the extra budget they will receive.
41.42	Board 10.0	Make a communication plan for having committee treasurers and Jonathan communicate clearly with each other on the plans that are in place for using budget.
41.43	Board 10.0	Look at the possibilities to let committees go over budget if they have a nice idea.
41.44	Jonathan Matarazzi	Mention somewhere in the report that the Lustrum committee will receive €500 extra budget along with €300 to fix supplier issues for the Build Your Own Robot activity.
41.45	Jonathan Matarazzi	Look into fixing the suspense account as much as possible.
41.46	Jonathan Matarazzi	Revise the Semi-annual Financial Report 2020-2021 and upload it to the DokuWiki ( <b>APs 41.02, 41.04 – 41.07, 41.09, 41.11 - 41.22, 41.24 – 41.33, 41.36 – 41.38, 41.44, 41.45</b> )