

Minutes of Board Call on 14 May 2018

Attendance: Sabine, Eberhard, Rob, Rebecca, David, Simone

Apologies: Evangelos, Elisabeth, Kiki, Andre, Sergej, Malte, Peirui

1. Sabine opened the meeting at 19:05
2. Rob to take the minutes
3. Onboarding of new members.

Sabine asked if anyone had questions about how the board functioned.

Rebecca asked about the procedure for approval of new members. Sabine explained that the approach taken differs between Board members. It is only necessary to communicate to other Board members if there is concern about a particular individual, otherwise a simple response to Elizabeth is sufficient. If no response is received within two weeks, then it is assumed that the board member has abstained on the decision.

Sabine explained that letters / invoices should be addressed to the P O Box. She endeavours to check this about every 2-4 weeks, but there can be a delay and we should ask for the invoices to be sent using a cover note to another address. An emergency key for the P O Box is kept in the safe at Austrade.

There is a need to update the board member contact list

Eberhard explained the procedure for reimbursement of expenses. There is a form on the website.

1. Eberhard explained that we are still awaiting permission for Cherokee to take up a minijob.
2. Events
Frankfurt – Sabine outlined recent events

Munich – Eberhard highlighted the International Business Council Munich’s recent meeting at which 17 members attended. Total attendance was 107.
Berlin – Ambassador’s dinner. Simone outlined preparations. A possible keynote speaker had been identified. The theme would be defence. We shall send out a save the date notice in the next couple of days and we are looking for sponsors.
Webinar on GDPR – Rob is still trying to identify suitable facilities. We are asking Austrade.

1. Submission to Parliament of Australia on Free Trade and SME’s. Rob is still looking for contributions and will be contacting CADwalk and others.
2. Corporate Members Contacts – this needs to be update and agreed.
3. Eberhard just explained the way of the monthly financial report.
4. ABIE International Meeting is coming up in Amsterdam. Anyone is welcome to attend. One issue will be the EU-Australia FTA
5. Sergej, Eberhard, Eleanor and Elizabeth had a meeting on April 30 to discuss how to optimize the website and other IT topics.

Meeting closed at 20:05