

Minutes of the general meeting of APPEL on 9 May 2014

Attendant board members: Bertrand Ravoux (president)
Philippe Karl (vice-president)
Antje Matthes (treasurer)
Sabine Mosen (PR officer)

Attendant members: see enclosed list

Minute writer: Antje Matthes

1) Opening and welcome address by the president (Bertrand Ravoux)

In the name of the board, Bertrand welcomes the members to the first general meeting and thanks everybody for joining. He draws a positive résumé after more than one year since the association's establishment. Currently, APPEL has 116 members in 13 countries. This international community calls for an efficient, solidary and transparent management of the association. The great success of the Ecole de Légèreté on the HansePferd 2014 horse fair in Hamburg, made possible by the financial and voluntary support of the association and thereby of all members, stresses the importance of APPEL for the further growth and the image of the Ecole de Légèreté. Bertrand thanks all the HansePferd participants and helpers for their commitment.

2) Reports by the board

a) Development of the association (Philippe Karl)

Philippe presents the positive development of the number of APPEL members in the different countries. The following table shows those numbers as of 30 April 2014:

Member country / Country with teachers' course	Total number of licensed instructors, participants in the teachers' courses and supporting members of APPEL	Number of APPEL members	Percentage
Australia	13	1	8%
Austria	9	3	33%
Canada	8	3	38%
France	27	20	74%
Germany	64	45	70%
Italy	20	20	100%
Sweden	9	5	56%
Switzerland	17	12	71%
United Kingdom	9	4	44%
USA	18	3	17%
Total	194	116	59,79%

In retrospect, in regard to the first, successful project promoted by APPEL, the HansePferd 2014 horse fair in Hamburg (Germany), and in regard to the upcoming projects (horse fairs Fieracavalli 2014 in Verona, Italy, and Equitana 2015 in Essen, Germany), Philippe campaigns for a strong association with many members. To financially support a multitude of projects and thus spread the philosophy of the Ecole de Légèreté worldwide can only be achieved with a strong international community.

b) Activities promoted by the association (Sabine Mosen and Francesco Melpignano)

Sabine reports on the successful participation in the HansePferd 2014 fair in Hamburg and thanks all the participants and helpers for their commitment. The Ecole de Légèreté was presented in the training arena, at the forum "Horse Competence", at the APPEL booth and in the large show arena, where the presentation was rewarded with standing ovations.

In 2015, presentations and activities are planned at the Equitana fair in Essen, Germany's largest horse fair.

As project leader, Francesco reports on the next definite project of the association. The Fieracavalli Verona 2014 is the largest horse fair in Italy with approx. 160 000 visitors, 670 exhibitors and a net internal area of approx. 100 000 sqm. The Ecole de Légèreté will participate in this important fair the financial support of APPEL. As additional support, shows with Philippe and Bertrand and their horses are planned.

c) Projects of the association (Sabine Mosen)

After the promoted projects, Sabine reports on the association's implemented projects:

- Development and publication of the association's logo
- Design and publication of the association's flyer (so far in German; the English, French and Italian versions are in preparation)
- Production of promotional items (sticker with APPEL logo – further items under development)
- Internet page www.philippe-karl.com

The board thanks Irene Boss, Ilka Flegel and Sonja Hellwig, in particular, for the great support regarding these projects.

Sabine asks for further ideas and suggestions for association projects, especially regarding the acquisition of new members:

- Nicole Weinauge suggests training/lessons for supporting members in theory and practice. Details need to be clarified. Nicole is responsible for coordinating this issue.
- David Scheer considers the discount of 5% on spectator fees for members as too low. Antje Matthes explains that the discounts are not financed by the association. Nevertheless, the height of the discount will be discussed again with those responsible.

c) Development of finances and memberships (Antje Matthes)

Antje reports on member entries and exits as well as membership fees.

In 2013, 79 entries were confirmed, there were no exits. In 2014, 38 new members signed (as of 30 April 2014), one exit was confirmed. The current number of members is 116.

In 2013, the association's banking/PayPal account received 7026.95 € in total from membership fees, with 1520.00 € from membership fees for the 4th quarter 2013 and 5506.95 € from fees for 2014.

3) Annual report (Antje Matthes)

The annual financial report was prepared by Antje according to German accounting standards. Revenues amounted to 7026.95 €, expenses for the association's administration to 709.75 €. The surplus was thus 6317.20 €. Because the association is seated in France, the documents for the annual financial report were sent to the board in France.

4) Report by accounts auditor (Antje Matthes)

Antje announces the result of the accounts audit for the financial year 2013. Accounts auditor Susanne Buck-Wegener wasn't able to join the general meeting. In the course of the accounts audit, a report was established that was confirmed by the accounts auditor in writing. The report is read by Antje. There are no objections regarding the accounting or cash management. The audit report is attached to these minutes.

5) Formal approval of the treasurer (Ilka Flegel)

As APPEL member, Ilka Flegel requests the formal approval of the treasurer, Antje Matthes, for the financial year 2013.

Decision:

Treasurer Antje Matthes is approved unanimously by the general meeting for the financial year 2013. There are no dissenting votes or abstentions.

6) Formal approval of the board (Sonja Hellwig)

As APPEL member, Sonja Hellwig requests the formal approval of the board.

Decision:

The members of the board are approved unanimously by the general meeting for the financial year 2013. There are no dissenting votes or abstentions.

7) Cooption of board members (Bertrand Ravoux)

Bertrand explains that the originally planned co-option (by-election) of further board members has been cancelled. The board envisages the commitment of country representatives, who will support the board as contact persons and disseminators on site in the member countries. The implementation is currently ongoing.

8) Presentation of grant policies (Antje Matthes)

Antje presents the main points of the grant policies of the association. The main goal of the association is to financially promote activities of the Ecole de Légèreté worldwide. The grant policies are at the heart of the association and comprise, in particular, the general principles, conditions for granting of financial support, budgeting, application process, calculation of grants and subsidies for horse fair projects. The grant policies of the international association have been developed by Antje Matthes in her role as treasurer of APPEL and full-time banker and approved by the board. The grant policies follow the principles of transparency and equal treatment of all members.

Within the financial possibilities of the association, support is granted to active participants with horses, to event organisers acting on their own account and for presentations at horse fairs.

Active participants are granted a fixed daily rate of currently 25.00 €. The number of allowable daily rates depends on the duration of the event and the one-way distance travelled to the venue.

For event organisers acting on their own account, the fixed daily rate is 15.00 €. For events lasting several days, two daily rates are granted.

For presentations at horse fairs, subsidies are granted – in addition to the fixed daily rate – for horse accommodation costs, parking fees or costs for storage of valuables (e.g. saddle). The detailed calculation is described in the grant policies.

In general, subsidies are approved and allocated after the event. Costs that occur to active participants as a result of their participation in the event have to be paid by the participants themselves. As a rule, the benefit recipient is also the invoice recipient. Approval and allocation of subsidies is handled after the event upon application.

The grants are financed from the membership fees and additional promotional contributions. The maximum annual funding budget is determined and fixed on the basis of the fees and contributions per member country. Member countries are countries in which teachers' courses of the Ecole de Légèreté take place. Members in countries in which there are currently no teachers' courses are allocated to one of the member countries.

The revenues from fees and contributions (100%) are allocated per member country as follows:

70% for promoted projects (country budget)

20% for association projects and administrative costs (e.g. flyer, account fees)

10% for special budget

If the country budget of a member country is not or only partly used in the current year, half of the provided budget returns into the budget calculation for the following year for all member countries (in proportion to the membership fees) and into the special budget. The special budget is used for cost-intensive projects and activated by approval of the board. As a rule, member countries with many members have a higher budget for promoted projects at their disposal than countries with few members.

Finally, Antje explains the calculation of the country budgets and the allocation of subsidies using as example the HansePferd 2014 fair in Germany.

The grant policies, the budget calculation and the promoted projects will soon be published on www.philippe-karl.com.

9) Communication and decisions of the general meeting (Bertrand Ravoux)

This agenda item is presented by Bertrand. To accommodate the democratic principle within the international association, the board plans to implement an online voting system for decisions that necessitate the opinion of all members. Whether individual issues or agenda items require an online vote must be decided by the general meeting. The concrete realisation of the online voting system is currently being checked and clarified by the board.

10) Information on changes in the membership fee regulations (Antje Matthes)

Antje announces the main changes in the membership fee regulations of the association.

Pupils and full-time students will be granted a membership fee discount of 50%.

Due to high bank transfer costs for membership fees from outside of the SEPA area, a PayPal account has been opened for the association. Payments from non-EU countries should be sent to the PayPal account of the association.

11) Proposals (Bertrand Ravoux)

Bertrand informs that no proposals were submitted.

12) Miscellaneous (Bertrand Ravoux)

Bertrand asks for further topics and open issues.

In the name of all the active participants in the HansePferd 2014, Birgit Beck-Broichsitter thanks the association for the great teamwork and support. The participants highly appreciated the harmonious and familiar atmosphere.

The board explicitly thanks all the active participants again (riders, booth staff, translator and moderator, and the many helping hands; without all these people, this successful event could not have come true) for the successful and professional work at the HansePferd 2014.

Bertrand closes the general meeting at 19:10 and thanks the participants for their attention.

Pegestorf, 8 June 2014

Antje Matthes
Bertrand Ravoux

Attachments:
List of attendants
Report by accounts auditor