



BOARD OF ADMINISTRATORS

Virtual Online Meeting

Wednesday 7 June 2023

MINUTES

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MINUTES

Extraordinary Virtual Online Meeting of the Board of Administrators
of the
European Federation of Corrosion
7 June 2023

Venue of meeting: **Virtual online Meeting**

Date and time of meeting: **Wednesday 7 June 2023 - 13:00**

Chairman: **Dr. Tomáš PROŠEK - *EFC President***

Secretary: **Mrs. Pascale Bridou Buffet - *Paris Office***

**EUROPEAN FEDERATION OF CORROSION
VIRTUAL ONLINE EXTRAORDINARY MEETING OF THE BOARD OF ADMINISTRATORS
7 JUNE 2023 - 13:00**

AGENDA

- Item 1 Opening of the Meeting (TP)
- Item 2 Apologies for Absence (PBB)
- Item 3 Approval of the Agenda and Adoption of the Minutes of the last Meeting (TP)
- Item 4 Financial issues (JB)
 - 4-1 Updated forecast Budget for 2023
 - 4-2 Updated Budget for 2024
 - 4-3 Membership Fees for 2024
- Item 5 Any other Business (TP)
- Item 6 Date and Place of next BoA (TP)

**EUROPEAN FEDERATION OF CORROSION
VIRTUAL ONLINE MEETING OF THE BOARD OF ADMINISTRATORS
7 JUNE 2023 - 13:00**

ATTENDANCE LIST

BoA Members:

Mrs Claude **DURET-THUAL** (France) - Elected Member
Prof. Lorenzo **FEDRIZZI** (Italy) - Elected Member
Assoc. Prof. Yaiza **GONZALEZ-GARCIA** (The Netherlands) - Elected Member
Mr Bartłomiej **GUZIK** (Poland) - Elected Member
Dr. Patrick **KEIL** (Germany) - Elected Member
Dr. Marta **MOHEDANO SÁNCHEZ** (Spain) - Elected Member
Dr. Tomáš **PROŠEK** (Czech Republic) - **President**
Prof. Dr. Ir. Herman **TERRYIN** (Belgium) - Founder Member Society
Dr. Joerg **VOGELSANG** (Switzerland) - Past-President

Ex Officio Representatives

Dr. Roman **BENDER** - Scientific Secretary (Germany) - **EUROCORR 2022**
Mrs. Julija **BUGAJEVA** - Honorary Treasurer (United Kingdom)

Frankfurt Office (Germany):

Dr. Andreas **FÖRSTER** (Germany) - Founder Member Society

London Office (United Kingdom):

Dr. Gareth **HINDS** (United Kingdom) - **Vice-President** - Founder Member Society

Paris Office (France):

Mrs. Pascale **BRIDOU BUFFET**
Prof. Philippe **MARCUS** - Founder Member Society

Invited:

Mr. Pascal **COLLET** (France) - COO
Mr. Stefan **RITTER** (Switzerland) - STAC Chairman

Excused

Mrs. Ines **HONNDORF** - Frankfurt Office
Prof. Milan **KOURIL** (Czech Republic) - Elected Member
Mr. Olivier **ROD** (Sweden) - Elected Member

UNCONFIRMED MINUTES OF THE EFC EXTRAORDINARY MEETING OF THE BOARD OF ADMINISTRATORS (BoA)

Item 1 Opening of the Meeting (TP)

Dr. Tomáš Prošek, President of the EFC and Chairman of the meeting, opened the meeting and welcomed the delegates present.

He reminded that this Extraordinary Meeting was convened before the General Assembly (GA) Meeting scheduled on 20 June 2023 for final approval of:

- forecast Budget for 2023: impact on the EFC Finances of the recruitment of the EFC Chief Operating Officer (COO) to consider his proposed Business Plan to increase the incomes in line with his objectives, the update of the costs of the Frankfurt and Paris Secretariat Offices and the increase of the Young EFC budget such approved during the Virtual BoA Meeting that took place on 28 March 2023.
- Updated Budget proposal for 2024: impact of the COO Business Plan for 2024.
- Decision on the EFC Membership fees for 2024.

Item 2 Apologies for Absence (PBB)

In accordance with the attendance list provided in the previous page, Mrs. Pascale Bridou Buffet, Paris Office, announced apologies received for absence:

- Mrs. Ines Honndorf (Germany) - Frankfurt Office
- Prof. Milan Kouril (Czech Republic) - Elected Member
- Mr. Olivier Rod (Sweden) - Elected Member, who gave a proxy to Dr. Tomáš Prošek

Item 3 Approval of the Agenda and Adoption of the Minutes of the last Meeting (TP)

3-1 The proposed agenda was approved.

3-2 The minutes of the previous Virtual Meeting that took place online on 28 March 2023 were approved.

Item 4 Financial issues (JB)

EFC Honorary Treasurer, Ms. Julija Bugajeva, presented a Financial Report based on the documents provided in Appendix 1 of the Working Papers, see **Appendix 1**.

4.1 Updated forecast Budget for 2023

The Honorary Treasurer, Mrs. Julija Bugajeva, explained that the main changes in the forecast budget for 2023 essentially concerns:

- 1- expected increase of:
 - the EUROCRR levy for 2023 of around €10,000

- Membership subscriptions of around €3,000 with the recruitment of new EFC Affiliate Members by the EFC COO Pascal Collet
- Additional small training course labelling income

2- Significant increase of expenses of:

- Dechema Frankfurt Office Secretariat support and services related to EFC Website, plus €16,200
- CEFRACOR Paris Office Secretariat support, plus €7,200
- Young EFC Budget, plus €2,000
- Other increases are related to the adjustment of other costs for inflation.

Otherwise, the amount initially proposed for Strategic actions decreased by €12,300 because the original figure was proposed before the recruitment of the COO.

So, the EFC cost will be higher as expected: €174,045 instead of €157,500.

In consequence, the total deficit for the year 2023 with this forecast budget will be higher of around €2,500 than originally expected.

The BoA approved the forecast Budget for 2023 to be presented to the GA Virtual Meeting scheduled online on 20 June 2023 for final approval.

4.2 Updated budget for 2024

The Honorary Treasurer, Mrs. Julija Bugajeva, presented an update of the provisional budget for 2024 considering consequences of COO recruitment and the business plan he proposes.

She underlined the largest changes expected by the COO achievements such as:

1- Increase of Incomes:

- Recruitment of new Members (Affiliate Members and large Companies) to increase the incomes of Membership fees.
- New incomes coming from the introduction of advertising in the EFC Newsletter
- continuation of the growing of EUROCORN to generate more incomes with the increase of the EUROCORN levy.

2- In costs side:

- Proposal to return to the previous amounts level of the costs of the secretariat support of Frankfurt and Paris Offices as before 2023 plus inflation allowance.
- Impact of a full year of COO salary & travel costs

Based on this presentation, Prof. Philippe Marcus asked why the costs of secretariat support of Frankfurt and Paris Offices is proposed to be returned to a level lower than 2023.

The EFC President, Dr. Tomáš Prošek, answered that it would be the result of the implementation of the TF Lean EFC led by Dr. Patrick Keil, and currently in discussion, to improve efficiency to reduce the quantity of work with the aim to reduce these costs.

Prof. Philippe Marcus objected that despite different discussions during different last President Advisory Committee Meetings, at the time being no progress has been done to provide way of reducing working time to be presented to the two Frankfurt and Paris Offices.

He pointed out that, for the Paris office, it is only working time which is charged at a very moderate level, without office or office equipment charges. He also underlined that considering the work of Pascale Bridou Buffet for EFC Official Meetings and Awards and the one of Mariana Berthet, for Belgian Affairs with a lot of exchanges with the lawyer for the update of the EFC Statutes to follow the new Belgian Law, it is difficult to reduce the work time for these tasks.

On another side, he stressed that the cost of the DECHEMA is much higher than CEFRACOR and perhaps possibilities of reduction of costs can be found by the DECHEMA.

The EFC President, Dr. Tomáš Prošek, recognised that, at the time being, proposal to reduce the work of the two EFC Secretariats is not ready to be presented and that the cost of Frankfurt and Paris Office charged in the 2023 EFC budget are exceptional and are too high compared to the incomes and the EFC must find new solutions to reduce these costs.

Prof. Philippe Marcus argued that the recruitment of the COO was decided to increase the incomes of the EFC and not to reduce the EFC Official Secretariats services.

He also requested that this point should be solved before to ask BoA Members to vote on this budget for 2024.

Prof. Andreas Förster intervened to ask what will be the forecast he must take into account for 2024 regarding the work of Ines Honndorf and Roman Bender because he needs it for the DECHEMA budget for 2024.

Then, upon a suggestion of Prof. Philippe Marcus that it is not possible to vote a budget where the numbers are not clearly secured, the Honorary Treasurer, Mrs. Julija Bugajeva, proposed a higher deficit with an additional reserve of €25,000 with the objective to lower the deficit.

The BoA approved the updated budget for 2024 provided in **Appendix 2** to be presented to the GA Virtual Meeting scheduled online on 20 June 2023 for final approval.

4.3 **Membership Fees for 2024**

The Honorary Treasurer, Mrs. Julija Bugajeva, presented a scheme for the subscription fees for 2024.

Because the EFC COO, Pascal Collet is working on generating additional incomes for the EFC Budget, and that EFC has sufficient reserves, she proposed not to change the current rate of membership fees as shown in the table below:

	2015 - 2023	2024
Regular member society	€ 1,690	€ 1,690
Affiliate member (companies)	€ 1,550	€ 1,550
Affiliate member (universities or research organisations)	€ 1,030	€ 1,030

Prof. Philippe Marcus stressed that because the EFC spent more money for Member services and the forecast budget for 2024 is presented with a significative deficit, it would be logical to also increase the Membership Fees for 2024, at minimum at the inflation rate.

Dr. Jörg Vogelsang argued that the services for EFC Members are not achieved yet because Pascal Collet is just starting its activities to develop new services and that the deficit was approved in the previous item. So, he proposed to maintain the membership fees at the level proposed by the Honorary Treasurer.

The Honorary Treasurer, Mrs. Julija Bugajeva, pointed out that currently the main visible services for EFC Members are the discount for EUROCRR. So, with the increase of the costs of the Frankfurt and Paris Offices secretariat expenses for 2023, EFC Members could not understand an increase of the membership fee without receiving more benefit in return. On the other side, the EUROCRR levy will be significantly increased in 2025 that will generate more income for the EFC.

Prof. Philippe Marcus stressed that the Working Parties are also a benefit for the EFC Members and not only the discount for EUROCRRs. And not increasing the Membership fees at least at the inflation rate is unusual.

Dr. Jörg Vogelsang argued that not increasing the membership fee is not unusual because other Societies also do not increase the membership fees because they feel that people are paying enough money due to the inflation.

Prof. Philippe Marcus is convinced that most of EFC Member Societies will be able to pay an increase of the membership fee and if some of them should have some difficulties, it can be study case by case.

Dr. Jörg Vogelsang stressed that to consider the membership fee case by case will be extra work and it is not in line with the willingness of reducing the work as already discussed. Indeed, he repeated that EFC has sufficient reserves and that the BoA members agreed on the deficit presented in the item 4.2 and that EFC has good perspectives with the objectives of higher income in the coming years. So, the EFC can afford the deficit without increasing the membership fees.

The EFC President, Dr. Tomáš Prošek, confirmed that the recruitment of a COO was also done to provide additional incomes to the EFC finances, and additional services for EFC Member Societies. So, he proposed to maintain the Membership fees for 2024 at the same level of 2023.

Prof. Herman Terryn, as one of the organisers of the EUROCORR 2023 in Brussels and a new BoA Members stressed that the increase of the EUROCORR levy for 2023 is not really realistic because the travel possibilities for people due to the consequences of the COVID pandemic are still uncertain.

Dr. Patrick Keil commented that he agreed Prof. Philippe Marcus point of view, but the current companies' positions, due to the inflation, are to control expenses and this discussion should probably come next year or the year after next year.

The BoA Members approved the proposed subscription fees for 2024 with one abstention of Prof. Philippe Marcus.

The EFC President, Dr. Tomáš Prošek, thanked the Honorary Treasurer, Mrs. Julija Bugajeva, for her report and proposals.

Item 5 Any other Business

Prof. Herman Terryn remarked out that he must be identified for the signature at the Bank in Brussels in replacement of Prof. Marjorie Olivier. So, an appointment with the bank must be arranged for this purpose and the Honorary Treasurer, Mrs. Julija Bugajeva, proposed to make the necessary actions.

Item 6 Date and Place of next BoA

The next ordinary BoA Meeting will take place in conjunction with EUROCORR 2023 on Sunday 27 August at 14:00 (CET).

APPENDICES

HONORARY TREASURER'S EFC FINANCE REPORT TO BOA (JUNE 2023)

FINANCE REPORT

7 June 2023 – BOA

FORECAST FOR 2023

	Budget	Forecast
Total income	€109,500	€123,600

- Expected increase in EUROCORR levy by €10,000
- Expected increase in membership subscriptions by €3,000
- Additional small training course labelling income



HONORARY TREASURER'S EFC FINANCE REPORT TO BOA (JUNE 2023) (Continued)

FORECAST FOR 2023

	Budget	Forecast
Total regular costs	€77,500	€106,345
Total allowance for strategic actions	€80,000	€67,700
Total costs	€157,500	€174,045
Total deficit	(€48,000)	(€50,445)

- Change Dechema service costs – plus €16,200
- Change CEFRACOR service costs – plus €7,200
- Change in YEFC budget – plus €2,000
- Adjustment of other costs for inflation – plus €3,445
- Removal of contingency for strategic actions – minus €12,300



BUDGET FOR 2024

	2024
Total income	€164,000
Total regular costs	(€82,450)
Total allowance for strategic actions	(€92,150)
Reserve for office costs	(€25,000)
Total deficit	(€35,600)

- Increase in member numbers & income
- Increase in EUROCORR and related conference levy
- New advertising income
- Return of service costs to 2022 level plus inflationary allowance
- Full year of COO salary & travel costs



HONORARY TREASURER'S EFC FINANCE REPORT TO BOA (JUNE 2023) (Continued)

MEMBERSHIP FEES 2024

	2015-2023	2024
Regular member society	€1,690	€1,690
Affiliate member – company	€1,550	€1,550
Affiliate member – university or research organisation	€1,030	€1,030



2023 and 2024 Revised Budget to be presented to the General Assembly Meeting of 20 June 2023

Appendix 2- Page 1

EUROPEAN FEDERATION OF CORROSION

Revised Budget for 2023-2024

	2022 results Berlin EUROCORN		2023 budget approved by GA		2023 forecast Brussels EUROCORN		2024 budget Paris EUROCORN	
	€	€	€	€	€	€	€	€
Income								
Membership subscriptions	58 355		55 000		58 000		70 000	
EUROCORN & conference levy	61 527		50 000		60 000		74 000	
CSCP grant for Young Scientist Award	0		1 500		1 500		1 500	
Training course labelling	0		0		600		0	
Advertising income	0		0		0		15000	
Publishing income	3 691		3 000		3 500		3 500	
Total	123 573		109 500		123 600		164 000	
Expenditure								
Membership services								
Science secretary fee	7 500		7 500		11 175		7 500	
Science secretary travel costs	0		1 000		1 000		1 000	
Support for working parties	1 000		4 000		4 000		4 000	
New Editor's fee	5 658		3 500		6 000		6 000	
Newsletter & website support	15 000		15 000		27 525		15 000	
Medals and awards	5 286		6 500		6 500		6 500	
	33 444		37 500		56 200		40 000	
Membership/product development growth								
Publicity costs	1 779		500		500		500	
International activities/EuroCorr support	4 147		4 000		4 500		4 500	
Young EFC activities	2 532		4 000		6 000		6 000	
President's dinner at EUROCORN	4 983		3 500		4 500		5 000	
	13 441		12 000		15 500		16 000	

HONORARY TREASURER'S EFC FINANCE REPORT TO BOA (JUNE 2023) (Continued)

Appendix 2 - Page 2

EUROPEAN FEDERATION OF CORROSION**Budget for 2023-2024 (Continued)**

	2022 results <i>Berlin EUROCORR</i>		2023 budget <i>approved by GA</i>		2023 forecast <i>Brussels EUROCORR</i>		2024 budget <i>Paris EUROCORR</i>	
	€	€	€	€	€	€	€	€
International visibility								
World Corrosion Organisation	4 151		3 200		3 500		3 500	
International Union of Chemistry	0		50		50		50	
		4 151		3 250		3 550		3 550
Administrative costs								
Paris secretariat fee	11 390		10 200		17 400		10 200	
Paris secretariat travel costs	1 120		1 800		1 000		0	
Advisory committee meeting costs	0		1 000		0		0	
Honorary Treasurer travel costs	1 022		1 000		1 000		1 000	
Directors & Officers insurance	0		0		745		750	
EFC online hub	3 000		3 000		3 000		3 000	
PO Box in Brussels	1 394		1 500		1 500		1 500	
Legal & professional fees in Belgium	2 034		6 000		6 000		6 000	
		19 961		24 500		30 645		22 450
Other costs								
Miscellaneous expenses	10		100		100		100	
Bank charges	335		150		350		350	
		345		250		450		450
Total costs		72 242		77 500		106 345		82 450
Operating surplus/(deficit)		51 232		32 000		17 255		81 550

HONORARY TREASURER'S EFC FINANCE REPORT TO BOA (JUNE 2023) (Continued)

Appendix 1 - Page 3

EUROPEAN FEDERATION OF CORROSION**Budget for 2023-2024 (Continued)**

	2022 results <i>Berlin EUROCORR</i>	2023 budget <i>approved by GA</i>	2023 forecast <i>Brussels EUROCORR</i>	2024 budget <i>Paris EUROCORR</i>
Strategic actions				
Depreciation charge	4 000	4 000	4 000	4 000
President's extraordinary expenditure allowance		5 000	5 000	5 000
Contingency for administration support		16 000		25 000
COO salary & travel allowance		45 000	53 700	83 150
COO set up costs (IT, legal, etc)		10 000	5 000	
	4 000	80 000	67 700	117 150
Overall surplus/(deficit) for the year	47 232	(48 000)	(50 445)	(35 600)
Surplus brought forward	366 995	414 226	414 226	363 781
Surplus carried forward	414 226	366 226	363 781	328 181