

7331-1-2 (EFC)

March 2018

Distribution List

**RECORD OF DECISIONS-EUROPEAN FUND COMMITTEE
MEETING SHAPE CLUB CONFERENCE ROOM 20 FEBRUARY 2018**

In Attendance:

Chairperson: Commander Formation Europe BGen G.R. Smith

Members: CO Germany Col D. Constable
 CO Naples Rep Col J.P. Levasseur
 CO NATO IMS Rep Col G. Ivey
 CO SHAPE LCol J. Galuga
 CO CFSU(E) LCol M. Penney
 SCO CDLS (L) Rep Capt (N) M. AuCoin
 CO Brunssum Rep Col W.A. Taylor
 NUF Rep LCol P. MacKenzie
 FCWO CPO1 G. McTigue

Ex-Officio: Corp Svcs Officer Maj F.L. Jeffrey
 D NATEX Mr. Carl Towning
 Sr Manager PSP Mrs. Johanne Thibault
 NPF Acct Mgr Mrs. Peg Proctor
 EFWG Secretary Vacant

Guests: CO UK Col S. Plante
 CO Turkey Rep CWO S. Rice
 Unit CWO CFSU(E) CWO C. Poulin
 UK SM CWO T. Scott
 CFMWS Director Accounting Mr. Michel Landry

Item	Discussion	Action
I	OPENING REMARKS	
	1. The Chair called the meeting to order at 0930 hrs. He welcomed everyone who introduced themselves. He presented the European Fund's priorities to the Committee and asked for a motion to keep them for the coming year. CO SHAPE motioned to approve the EF priorities for the upcoming year, seconded by FCWO, all in favour, motion carried.	Carried
II	ADOPTION OF PREVIOUS EFC ROD 18 OCTOBER 2017	
	2. The Chair asked the Committee members to review the previous record of decisions, from the meeting held on 18 Oct 2017.	Info

	CO NATO IMS Rep motioned to adopt the record of decisions, motioned seconded by CO Germany. All in favour, motion carried.	Carried
III	REVIEW OF EF FINANCIAL STATEMENTS AS OF 31 JAN 18	
	<p>3. The NPF Acct Mgr presented the financial position of the EF based on 30 Jan 2018 financial statements. The EF is currently performing below budget with an actual YTD loss of - €277,005 vice the budget - €195,396. If the trend continues, the forecast to year end will be €332,677 vice the budgeted loss of- €196,956. The loss is due to various factors including the loss on revaluation, lower investment interest than budgeted, and the largest loss being Canadian Canteen Ramstein performing lower than budgeted, having a YTD net income of €291,032 vice the budgeted amount of €398,238. The full presentation is attached as annex A.</p> <p>Mr Landry took a moment to explain to all the loss on revaluation.</p>	Info
IV	OLD BUSINESS	
	<p><u>4. The use of Public Funds – For access to Civilian Physical Fitness Facilities</u> The NMR directive was issued in February 2018 and COs were reminder that the directive was effective on the day it was released and COs will established if those facilities in their respective area are or not suitable to be used by CAF members and approve claims for reimbursement.</p> <p><u>5. NPP Contracting letter to CO</u> The letter to COs discussing NPP contracting was sent to all by NMR this past November.</p> <p><u>6. NPF payments by NPF accounting office to CAF members</u> EFC Members were informed that this is no longer an issue. Members in Belgium do not have to pay any bank fees to receive payment from NPF accounting and payments are processed within one to two weeks of paperwork being received.</p> <p><u>7. The use of Credit card to pay for PSP Chalet program</u> According to EFWG research, it would cost EF up to €2,8K per year to have the equipment and internet line to accept credit card as method of payment for the Chalet program. Background information: One CAF member lost his payment when his child was hospitalized shortly before his planned trip. The Chalet coord was unable to sell the chalet. The member said that had he used his credit card, it is likely that he would have been reimbursed by his credit card company. This type of occurrence is rare and no one else has asked to use credit card. Bank transfers are well accepted. It is the member’s responsibility to buy travel insurances. EF should have compassion for those who are affected.</p>	<p>Info</p> <p>Info</p>

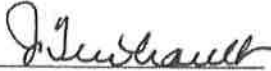
	<p>Sr Mgr PSP offered to do some research on travel insurances.</p> <p>CO Naples rep motioned to accept the recommendation of the EFWG with a small change: For exceptional reasons outside of the member's control, EFWG has the authority to approve the reimbursement of the chalet cost only up to the maximum. Seconded by CO Brunssum rep. Motion carried.</p> <p>CO Germany motioned that the EFC task the EFWG to research the options to provide travel insurance or information on travel insurance to CAF members who win a chalet, seconded by CO NATO IMS Rep. Motion carried.</p> <p><u>8. In response to D NATEX- Suggestions for the Canadian Canteen Ramstein:</u></p> <ul style="list-style-type: none"> • Natex: effective immediately, open CCR on Sundays <ul style="list-style-type: none"> ○ CCR will not open on Sundays, extended hours on Sat • Natex: Reduce the payroll <ul style="list-style-type: none"> ○ The payroll expenses are stabilized • Natex: Raise by 2% the prices of items <ul style="list-style-type: none"> ○ At this moment there is no ability to do so and stay competitive. • Natex: Meet with the Brits Store management to see if they would raise the prices. <ul style="list-style-type: none"> ○ Both stores are working together • Natex will look at reducing the price of tobacco products <ul style="list-style-type: none"> ○ Natex has reduced the prices but it is still not enough. More discussion is needed. 	<p>Carried</p> <p>Carried EFWG Sr Mgr PSP</p> <p>Info</p> <p>CO Germany</p>
V	NEW BUSINESS	
	<p><u>9. Change to the EF Constitution Membership to EF</u></p> <p>There was a discussion on who should be the members on the EFC. The constitution needs to be amended.</p> <p>CO CFSU(E) motioned that:</p> <p>CO Brunssum be replaced by CO Netherlands/North-East</p> <p>CO Naples be replaced by CO Italy</p> <p>CSO CFSU(E) title be changed to Chair EFWG</p> <p>COS FE becomes an ex-officio</p> <p>SCO Brussels becomes an ex-officio</p> <p>CO UK be an ex-officio.</p> <p>Seconded by CO Casteau</p> <p>Motion carried.</p> <p><u>10. Chalet program</u></p> <p>The chalet coordinator has secured a chalet in Rome. Pictures were presented. Members do not need a car and can use local transportation to historical sites.</p>	<p>Sr Mgr PSP</p> <p>Carried</p> <p>Info</p>

	<p>The chalet in Portugal has not been renewed this summer because of the neighbour's dog who barks all the time and the chalet owner is unfortunately unable to do anything about this. The Chalet coordinator has extended the season in Spain and Croatia and will be looking for a new chalet location in Portugal.</p> <p>The chalet contract are signed every season for one season only.</p> <p>11. <u>Director Natex presentation</u> Director Natex presented the financial statements of NATEX. This year, mostly due to the loss on exchange, Natex is in a negative position with a loss of €700K. He explained that NATEX Retail operation is operating at a loss. D Natex indicated that Natex pays €360K in royalties to be able to operate on E-3A component NATO base. Natex plans on opening an operation in SHAPE but there is a delay. Natex is waiting on the Ministry of Finance to authorize the product offering. Natex is hoping to be able to open a store in Uedem. Natex will present a bid and has a good chance to win it. The offer should happen this spring/summer and NATEX will bid at that time.</p> <p>CO Germany reiterated that with the assistance of the EFC, sufficient progress has been made and that further work for the canteen will be accomplished between Sr Mgr PSP, CO Ramstein, CO Germany and D Natex.</p> <p>NMR thanked D Natex and explained to the members that he visited the small store in Ramstein and he is satisfied that it is making financial progress.</p> <p>12. <u>2018/19 NPP Budget and Statistics</u> Sr Mgr PSP presented the EF population statistics that will be used for the new fiscal year.</p> <p>She also presented the proposed EF NPP Budget for FY 2018/19. The budget is a realistic based on past performances and a realistic GP of 25% for Canadian Ramstein and 30% for the UK canteens. EF grant will be €120 per member.</p> <p>CSO motioned to approve the 2018/19 NPP budget as presented, seconded by CO Brunssum's rep. Motion carried</p>	<p>Info</p> <p>Info</p> <p>Info</p> <p>Carried</p>
VI	OPEN DISCUSSION	
	No new business	
VII	AJOURNMENT	
	22. A motion to adjourn the meeting was made by CO SHAPE at 1200	Carried

hrs, seconded by FCWO. All in favour, motion carried.	
The next meeting will be announced shortly	

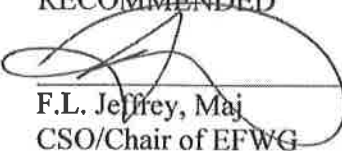
Annex A: EFC Presentation

REVIEWED BY


 J. Thibault, Sr Mgr PSP (E)

5 Mar 18
 Date

RECOMMENDED


 F.L. Jeffrey, Maj
 CSO/Chair of EFWG

5 Mar 2018
 Date

APPROVED/NOT APPROVED


 G.R. Smith, BGen
 EFC Chair

06/3/18
 Date

Distribution List:

Action

Information

- FCWO
- CO Brunssum
- CO Bucharest
- CO CFSU(E)
- CO Germany
- CO Kalkar/Uedem/Wesel
- CO Italy
- CO Molesworth
- CO NATO IMS
- CO Netherlands/North-East
- CO Norfolk
- CO Northwood
- CO Norway
- CO Oberammergau
- CO Poggio-Renatico
- CO Poland

CO Ramstein
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CO SHAPE
CO Torrejon
CO Turkey
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