

NORWEGIAN – ESTONIAN CHAMBER OF COMMERCE MTÜ (NECC) 45th MANAGEMENT BOARD MEETING on 09.12.2015 at Norwegian Ambassador's Residence, Sihi 31, Nõmme, Tallinn.

Beginning: 4:30pm

Participants:

Board Members:

Torfinn Losvik, Chairman

Paal Aschjem

Jüri Ploom

Inger Siri Strand

Argo Saul

Helena Almqvist

Guests:

Dagfinn Sørli, Norwegian Ambassador

Tiina Link, Innovation Norway

At the minutes:

Ene Aschjem, secretary of the meeting

Apologies:

Oscar Aanensen

Nils Vidar Stray

Agenda:

A For Review and Approval

- 45.1 Confirmation of the legitimacy of the meeting
- 45.2 Welcome, addresses and introduction
- 45.3 Signing of the minutes of the last meeting

B For Resolution

- 45.4 Upcoming NECC Events
- 45.5 Website Promotions
- 45.6 Board Election Procedure

C For Information

- 45.7 Benefits for NECC members
- 45.8 AOB
- 45.9 Next meetings
- 45.10 Closing remarks

Discussion of the items on the agenda

A For Review and Approval

45.1 Confirmation of legitimacy of the meeting

With 6 out of 8 Management Board members present, the meeting was legally able to adopt decisions.

45.2 Welcome, addresses and introduction

Chairman of the Board greeted the members of the Board and made a brief overview of the items on the agenda. An introduction was given of NECC's new secretary, Mrs Ene Aschjem. The Board also expressed its gratitude to the Ambassador of Norway, who was invited to attend the meeting, for having made his Residency available for the Meeting.

45.3 Signing of the minutes of the last meeting

The minutes were approved and signed

B For Resolution

45.4 Upcoming NECC events

The Board discussed the upcoming NECC events for the year 2016. The AGM will take place on March 10, 2016. It was noted that it was difficult to make any further plans because of Board elections at the AGM.

- The dinner after the AGM was proposed to be arranged in restaurant Gloria. NECC shall, as usual, pay for one member of each member company. The dinner should cost max 80€. Ene to negotiate the menu and prices. However, other dinner proposals could be submitted prior to next Board meeting, if so wished.

Helena Almqvist proposed a Member Award(s) to be handed over at the dinner to make the event more attractive.

Dagfinn Sørli added that the award should be limited and exclusive.

A committee was set up to work out the concept: Dagfinn Sørli, the Ambassador, Tiina Link, Innovation Norway and Helena Almqvist, the Board of NECC. The committee should come back with a proposal by the end of January 2016.

- There are various events to which NECC members will be invited prior to March, such events being initiated by some of the other chambers but where NECC members will also be able to attend.

45.5 Website Promotions

The following update was given for the actions earlier approved in relation to making our website more dynamic as well as more promotion of our members:

- Member of the Season: Interview with NECC member of the season, the interview to be published on NECC website. A draft of the planned format will be distributed prior to next Board meeting.

- Members Classification: It was agreed to apply sector classification of our members in the members list, thus making it easier for the web reader to see which sectors the NECC member companies are operating within. This should be ready and implemented prior to next Board meeting.
- Members Benefits: The member discounts and benefits will be inserted onto our website in the very near future. We will highlight on the NECC website the different discounts and benefits which are due to NECC members.
- We are now in process of finding a solution for having a photographer to be present at future NECC events, update to be given at next Board meeting.
- Virtual presentation of NECC members at NECC events - this topic will be further discussed at next Board meeting.
- Awards to Top Three Members at the AGM event. This is now under work, see point 45.4 above."

45.6 Board Election Procedure

The Board agreed that a letter will be sent to all NECC members mid-January inviting the members to come forward with proposals for candidates interested in standing for election to the NECC Board at the forthcoming AGM. Deadlines for submitting such interest should be received by 15 February. This will allow the existing Board time to review thereafter whether further actions are needed in order to secure enough interested candidates to stand for election to the Board. The voting procedure at the AGM for Board members will this time be done in writing, and a committee independent from the current Board will quickly thereafter review the voting results and announce the new Board.

C For Information

45.7 Benefits for NECC members

Mrs Ene Aschjem, the Secretary of NECC, gave an update on member benefits and discounts now available to NECC members. The list will shortly be published on our website, as well as circulated by email to all NECC members .

45.8 AOB

The following other subjects were raised for the meeting:

- It was proposed to allow private individuals to join as NECC members, on same terms as the existing corporate members.
- NECC membership fee should be raised to 350€ - for the AGM to decide, from 2017.
- The Board agreed that it was time to update our Articles of Association, such updates to be presented at the AGM for voting by the NECC members. Mr Juri Ploom will prepare a list of suggested updates, such list to be circulated latest 15 January by Mr.Ploom and reviewed by the Board on January 26, 2016.
- The Chairman informed the Board about the public feedback received after the publication of the open letter dealing with tolerance in the Estonian society, such letter was signed by FICE (and all its members, including NECC), the American chamber, and the British chamber. Minister of Entrepreneurship Ms. Oviir welcomed the letter and as a consequence has invited all signatories for a meeting in her office on 12 January.

45.9 Next meetings

The Board agreed to meet once before the AGM. The Chairman will during the next few days solicit all Board members with the aim of finding an optimal date for securing maximum attendance for such meeting. This being especially important in light of the discussion on what updates to the Articles should be put forward for resolution at the AGM.

45.10 Closing remarks

Thereafter the agenda of the meeting was exhausted and the meeting was terminated.

Signatures of all participating Management Board members are available on the first page.