

**NORWEGIAN – ESTONIAN CHAMBER OF COMMERCE MTÜ (NECC)
46th MANAGEMENT BOARD MEETING on 26.01.2016 at Pohla & Hallmägi, Tallinn.**

Beginning: 12:00

Participants:

Board Members:

Torfinn Losvik, Chairman

Jüri Ploom

Oscar Aanensen

Helena Almqvist

Argo Saul

Paal Aschjem, Honorary Chairman

At the minutes:

Torfinn Losvik and Paal Aschjem, secretaries of the meeting

Apologies:

Inger Siri Strand

Nils Vidar Stray

Ene Aschjem, secretary of NECC

Agenda:

A For Review and Approval

46.1 Confirmation of the legitimacy of the meeting

46.2 Welcome, addresses and introduction

46.3 Signing of the minutes of the last meeting

B For Resolution

46.4 Upcoming NECC Events

46.5 Website Promotions

46.6 Board Election Procedure

C For Information

46.7 Discounts for NECC members

46.8 AOB

46.9 Next meetings

46.10 Closing remarks

Discussion of the items on the agenda

A For Review and Approval

46.1 Confirmation of the legitimacy of the meeting

With 5 out of 8 Management Board members present, the meeting was legally able to adopt decisions.

46.2 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.

46.3 Signing of the minutes of the last meeting

Earlier minutes were signed.

B For Resolution

46.4 Upcoming NECC events

In light of the forthcoming election of the Board, to take place at the AGM on 10 March, the Board decided to postpone the discussion of planned events for year 2016 to the Board meeting which will take place immediately after the AGM when the then elected Board should be in place, which will then make the event schedule for the rest of the year. There are anyway 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.

The AGM of NECC will be held on 10 March at the Teachers House at Raekoja square, to be followed by Dinner for NECC members at Dominic restaurant. The Board is now working on finding a suitable Speaker who will deliver a speech to the AGM members, to take place after the AGM but before the evening's dinner. Details of the programme on 10 March will be circulated in February to all NECC members.

46.5 Website Promotions

The following resolutions were made on the initiatives for more active marketing and promotion of NECC members:

-Member of the Season: The Board approved the proposed format of interview of Member of the Season. It was decided to do the interview in alphabetical order. NECC Secretary will commence interview therefore with first company Aclima AS.

-Members Classification: It was agreed to apply a sector classifications 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.

-Members Benefits: The member discounts and benefits will be distributed by NECC Secretary by email to all NECC members, and thereafter such discounts and benefits will be published on NECC Facebook page and NECC website.

-NECC Secretary has now found official photographer to be present at all future NECC events. Pictures of events will be shown on our website.

-Virtual presentation of NECC members at NECC events: It was decided to let the new Board, to be in place after the election in the forthcoming AGM, decide how to proceed with this issue.

-Awards at the AGM event. It was decided to have two awards given to NECC members at the forthcoming AGM. A working group consisting of Helena Almqvist from NECC, the Ambassador of Norway Dagfinn Sørli, and Tiina Link from Innovation Norway, concluded that there will be 2 awards presented at this year's AGM, these being: "Excellence in Innovation" and "Excellence in Growth/Export". The process of inviting NECC members to apply for these two awards will be initiated by Helena, and the selection committee of received applications will consist of the same team, ie namely Helena Almqvist, Dagfinn Sørli, and Tiina Link.

46.6 Board Election Procedure

A letter has been circulated to all NECC members 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. The Secretary will distribute the list of candidates to the rest of the Board after the 15 February deadline, and the Board will thereafter comment on whether more efforts are needed to secure more candidates for becoming Board members. The voting for new Board members will take place at the AGM, and will be done in writing.

C For Information

46.7 Discounts for NECC members

Mrs Ene Aschjem, the Secretary of NECC, will distribute to all NECC members by email the list of member benefits and discounts now available to NECC members. The list will thereafter be published on NECC Facebook page and NECC website.

46.8 AOB

The following other subjects were raised for the meeting:

-NECC Articles of Association: Mr Jüri Ploom went through the Articles and the Board agreed on some proposed changes to the Articles, which will be proposed at the AGM for approval and implementation.

-Book-keeping of NECC: In order to maintain continuity, the Board agreed to transfer the contract for book-keeping services from Tschudi Shipping over to Patricia OÜ since the accountant who had been doing the NECC book-keeping has left Tschudi Shipping and is now working for Patricia OÜ.

46.9 Next meeting

Next meeting will take place immediately after the AGM on 10 March, when the new Board will decide on future meetings of the Board.

46.10 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.