

EMPHA General Assembly



Present : See attached list

Venue : NH Laguna Palace, Venice

Date : 24 June 2011

Excused : Mr. Schoemaker, Honicel

Minutes : Taco Zevenbergen

1) Opening and Welcome

The president of EMPHA, Wieger Wiegersma, opened the meeting and welcomed all to the meeting in Venice. Before starting with the agenda he expressed his thanks on behalf of all the members, to the Italian delegates for the excellent dinner the previous evening. He presented the agenda which was subsequently approved.

2) EMPHA antitrust reminder

The secretary general of EMPHA, Taco Zevenbergen, then explained the do's and don'ts as summarized in the presentation as well as in the EMPHA anti trust guidelines that were handed out during the meeting.

He stressed the importance of these rules and explained that it was a standard practice for all associations that were managed by Lejeune Association Management to follow this procedure.

Before going into the agenda, the members were reminded that this meeting was organised in compliance with the legal framework as set out in art. 81 of the EC Treaty, which prohibits all agreements between undertakings, decisions by associations of undertakings and concerted practices which may affect trade between members states and which have as their object effect the prevention, restriction or distortion of competition within the common market. It was stressed that individual company data would, under no circumstances, be made public during the meeting. The purpose of the discussions at this meeting is not to exchange individual company-related information but to identify common activities in support of the objectives of EMPHA.

3) Minutes General Assembly 30 November 2010

The minutes of the meeting were approved. As decided during the last meeting the EMPHA board was appointed for a period of 18 months beginning on 22 June 2010. Initially the plan was to have the EMPHA general assembly at the end of each year. However this had been changed to June. Therefore it seemed appropriate to ask the members to re-elect the current board for a period of three years or if they had any objections or a counter-proposal.

The members unanimously approved the current board composition for a period of three years ending 2014.

4) Report Audit Committee

Mr. Revet as member of the audit committee reported on behalf of himself and Mr. Martini. The financial outcome of 2010 had been checked by them and was approved. The audit committee proposed to the members to discharge the EMPHA board for the financial outcome of 2010. This proposal was accepted by the members.

The president then asked Mr. Revet and Mr. Martini if they were prepared to continue as audit committee for the next year. They agreed to remain in the audit committee. The members thanked them for this and approved the proposal.

5) Financial update 2011 and budget 2012

Mr. Rodrigues as treasurer of EMPHA gave an update on the current financial situation.

The budget for 2011 had been drafted on a membership base of 10 companies. So far the membership consisted of 9 companies which thus resulted in less income.

The costs for the building of the EMPHA website (€ 4.000,-) had been divided over two years, 2011 and 2012 in order to minimise the financial burden for the association.

The other expenses for 2011 are inline with 2010. In view of the fact that for the time being no newsletter would be published, Lejeune Association Management offered to reduce the fee for this from € 3.860,- to € 2.250,-.

This would result in an expected outcome at the end of the year of € 27,-.

Mr. Rodrigues then presented the budget for 2012. Based on the current membership EMPHA would be faced with a deficit of € 7.000,-. The treasurer proposed to the members to raise the membership fee 2012 with € 775,- in order to be able to continue with the association. When the financial situation of the association would improve the membership fees could be reduced again. Mr. Rodrigues then asked the members if they approved the presented budget 2012. This was approved by the members.

He then asked the members for their approval of a membership fee increase for 2012 with € 775,-. The members approved this adaptation.

Subsequently several proposals were discussed how to improve the financial situation of EMPHA.

It seemed that there were not a lot of options to increase the membership. The president had been in touch with Grudem and they were still considering membership but have not yet decided to join. He had also contacted Kardoma in Turkey but they were difficult to reach.

Mrs. Sersniovienė mentioned Rekast in Russia. She would contact them about EMPHA membership.

It was mentioned that probably in the years to come when EMPHA had shown more activities and services other companies would join the association as well.

Several other ideas were then proposed to generate more income: banners on the website, to allow suppliers to join EMPHA as associated members. For this the secretariat would draft a proposal to change the association bylaws accordingly. The proposal would be sent to all members for their approval.

It was decided to install a taskforce for this. The president asked who would be willing to help with this matter and to come up with proposals.

The following members agreed to join this taskforce:

Mr. Rodrigues

Mr. Kellar

Mr. Martini

Mrs. Sersniovienė

Mr. Zevenbergen (EMPHA secretariat)

6) EMPHA Website

Mr. Zevenbergen gave an update. The EMPHA website had been launched earlier this year. The website offers information on the product and on EMPHA. There is also an event calendar and a page for industry news on the site. All members are listed on the site. He asked the members to send any relevant press releases or industry news to the secretariat so that these could be placed on the website.

The EMPHA secretariat would send out monthly reminders to the members asking for input for the website.

7) (Coffee break)

8) Update Industry Standards Committee

The president gave an update on the activities of the committee. The aim of the committee is to develop voluntary, transparent and measurable parameters to define the qualities of paper honeycomb core.

An overview of the actions undertaken by the committee was explained. In the coming weeks the first drafts of the cell geometry standards and compression strength would be sent to the members for their feedback. The members were further asked to also discuss the proposed standards with their customers and come with any remarks or questions they might have. After all feedback and comments had been received, the committee would prepare a final draft for approval by the members. The aim was to have these ready for the next general assembly, during which meeting the members would be able to vote on the proposals.

When the voluntary industry standards had been approved on by the members, they would have to be communicated to all relevant parties in a proper way. This would also be discussed during the next general assembly

9) Future EMPHA Activities

Some suggestions were presented for discussion with the members.

External speakers at EMPHA events: It was decided that the task team in charge of promotional activities for the website/ membership recruitment would also deal with this topic.

Mr. Revet mentioned that he had tried to get a speaker for this general assembly but had not succeeded despite many efforts. It would be easier to first decide on a topic and then to find a speaker.

Promotion of the Product: This would be initially done through the website. In due course when the financial resources of EMPHA would improve also presence at trade shows could be organized.

It was proposed to develop a promotional leaflet.

Mr. Kellar suggested sending raw material to design schools and universities in order to make students aware of the product. An other suggestion could be to organize a design competition for students.

Mr. Kellar further remarked that he would ask his advertising agency to give some advice on how to increase visibility and generate more income.

10) Next EMPHA meeting

The next EMPHA General Assembly was scheduled for:

21- 22 June 2012 in Bordeaux

11) AOB

No further matters arising the meeting was closed. The president then introduced the guest speakers, Mr. Mauro Masiero (FSC Italy) and Mrs. Francesca Bassi (ICILA). Mr. Masiero gave an introduction on the activities and aims of the Forest Stewardship Council (see attached presentation) and Mrs. Bassi explained what requirements a company should fulfil in order to become and remain accredited (see attached presentation).

DISCLAIMER

EMPHA operates within the regulatory framework of competition law as set out by the European Union and national legal systems and respects all rules thereof. EMPHA actively raises awareness about competition law among its members and encourages its members to comply with these rules. Reference is made to the EMPHA competition law guidelines that are annexed to the minutes of this meeting. The purpose of the discussions within EMPHA is to identify general trends and market developments without identifying individual company data. EMPHA does not accept responsibility or liability for any type of restrictive agreements concluded by its individual members during EMPHA meetings or within the context of EMPHA events, in spite of the aforementioned precautionary measures.