

# Minutes

<b>Meeting</b>	<b>EEF Board meeting</b>
<b>Date</b>	17 September 2024
<b>Time</b>	9:00 – 17:00 CET
<b>Location</b>	Nordic Hotel, Tallinn
<b>Chair</b>	Teodor Sheytanov
<b>Minutes</b>	Alice Ward

<b>Participants</b>	
Theo Ploegmakers	President
George Dimaras	1 <sup>st</sup> Vice-President
Quentin Simonet	2 <sup>nd</sup> Vice President
Eleonora Ottaviani	Board Member & Athletes Representative
Nayla Stoessel	Board Member
Elisabeth Max-Theurer	Board Member
Soenke Lauterbach	Board Member
Simone Perillo	Board Member
Alan Andabaka	Board Member
<b>Invited</b>	
Hanfried Haring	EEF Honorary President (excused)
Alice Ward	Communication Manager
Ulf Brömster	Sustainability Manager (excused)

<b>Pt.</b>	<b>Topic</b>	<b>Annex</b>	<b>Speaker</b>
1	<b>For Decision:</b>		
	0.1. <b>Approval of the minutes from the BM 21.08.2024</b>  The minutes are approved.	X	TS
	0.2. <b>Approval of the minutes from the BM 09.09.2024</b>  Minutes to be updated as AA was not in attendance.	X	TS
	1.1. <b>EEF GA (presentation of weighted vote)</b>  The online voting system is explained, and its shortcomings are identified (presentation of the results, potential glitches). Due to these issues, it is proposed that the previously used voting methods of cards be used. For the weighted vote, a voting card will be	X	TS

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provided and submitted. The scrutineers will manually apply the weighted vote.

The board approves this method.

The board confirms that according to the Statutes there is no secret vote on sports matters.

It is proposed for scrutineers Avalon Everett (IRE) and Zuzana Baciak Masarykova (SVK) or Andrea White (IRE). These will be presented and approved by the General Assembly.

The President also raises the question of internal auditors, and the board agrees we should now look to employ an external auditor. This will be presented to the General Assembly under the approval of the auditors.

Auditor quotes will be sought for review. This cost is not currently in the budget and will need to be considered once quotes are presented. The board approves this.

The board is updated on the current attendees and proxies received. Four members—Turkey, Luxembourg, Liechtenstein, and Denmark—have not returned a proxy or PoA. They have been repeatedly contacted and given the opportunity to complete it. The board confirms that according to the Statutes if a form is not received by 09.00 local time, the country will not have a vote.

The board approves that the General Assembly will be asked to include any NF, represented in person by a delegate entitled by the NF Pdt or SG, that did not provide their PoA prior to the deadline mentioned on the PoA. If 100% of the GA approves this, under the statues, the country can be permitted to vote and also express the potential proxy given to this NF-Delegate.

It is noted that GBR have requested some items for AOB relating to the FEI dressage round table and horse welfare discussion. There is a concern that NFs have not had time to consider this and come prepared for a discussion, and it is proposed we should hold a full conversation on this at the EEF Meeting in UAE during the FEI GA.

## 1.2. EEF Organization

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<p><b>1.2.1. Work from Home policy</b></p> <p>In creating the contract for the Sports Development manager, Deloitte required a complete work-from-home policy in order to complete the contract in line with Luxembourg law (related to Luz Bella, who is residing in Luxembourg).</p> <p>The work-from-home policy is therefore presented for approval. It is agreed the policy will be amended, with relation to the 50% home working. The board will be given more time to review the document, and all amendments will be made and re-presented.</p>	X	TS
<p><b>1.2.2. Sport Development</b></p> <p>The board is presented with the contract as prepared by Deloitte, in line with the related international rules.</p> <p>The board agrees the information is confidential to remain in the board only.</p> <p>The board raises some matters over the clauses related to the remuneration, and some minor edits. It is raised that should the FEI solidarity fund not be renewed this could be a named clause of possible termination.</p> <p>This will be clarified with Deloitte regarding Luxembourg law, and an amended contract will be shared for approval.</p> <p>The board approves that the President and Secretary General can sign this contract with the employee (following the approval of the final contract).</p> <p>The board is reminded that the FEI solidarity contract is up for renewal and approves the President to discuss the renewal with the FEI under the same terms. It is requested that we ask the FEI in the new contract to give the same notice period to end the agreement as is in the employment contract.</p>	X	TS
<p><b>1.2.3. Sustainability</b></p> <p>GD provides feedback on Katerina Liberi's contract. For legal reasons, EEF needs to enter a contract with her as a service provider,</p>	X	TS

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<p>not an employment contract. This is also a legal requirement in relation to her split role with the Greek federation.</p> <p>The contract will be finalised with these comments and sent back to the board for approval.</p> <p>The VAT will be checked.</p> <p>The contract will be signed by the President and the Secretary-General (once the final contract version has been approved).</p>		
<p><b>1.2.4. Communication</b></p> <p>The board is informed that the workload during the LES season now exceeds the days Alice is contracted for, and she cannot increase the days to maintain this next year. A solution will be sought to manage this.</p>		TS
<p><b>1.3. Current Internal Regulation - update on the references to the EEF Statute articles</b></p> <p>The current internal regulations are not uploaded on the website as they are undergoing a review and require updates. However, they must be uploaded according to the statutes. The board approved that the 2019 version will be uploaded, including a footnote that the regulations will be updated and submitted for review at the GA in 2025.</p> <p>The board will ensure the regulations are worked on and ready for presentation to the General Assembly in 2025.</p>	X	TS
<p><b>1.4. Balkan Championships Memorandum of Understanding and Frame of Cooperation, allocation 2025</b></p> <p>A review is presented to the board, including the updates to the MoU provided by George (on behalf of the Balkan federations).</p> <p>The version will be finalised and resent to the board. Afterward, Alan will share this with the federations to sign, and the board will approve the President and Secretary General to sign for the EEF.</p>	X	TS

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	<p>In 2025, the events have been confirmed – under a bidding, application and approval process;</p> <ul style="list-style-type: none"> <li>- Dressage, Bulgaria</li> <li>- Jumping, Serbia</li> <li>- Driving, Armania,</li> <li>- Endurance, Croatia</li> </ul>		
<p><b>1.5. Report NBCH 2024 and allocation of NBCH 2025</b></p>	<p>The board is presented with the report from the Nordic-Baltic championships, which were deemed successful. The 2025 events will take place in Finland.</p>	<p>X</p>	<p>TS</p>
<p><b>2 For Information:</b></p>			
	<p><b>2.1. LES OCs meeting and calendar 2025</b></p> <p>The board is given an overview of the meeting held in Warsaw with representatives of the LES organising committees.</p> <ul style="list-style-type: none"> <li>- Rule change 1.1.3 is discussed to ensure clarity. It is intended to give an option but not an obligation to allow non-EEF teams to be invited.</li> </ul> <p>The following wording is agreed:</p> <p><i>The number of participating non-EEF teams, including FEI wild card, cannot exceed the number of 1 when up to 10 teams are invited and cannot exceed the number of 2 when more than 10 teams are invited. If there are not enough entries from EEF teams 30 calendar days before the event, the number of non-EEF teams can be increased accordingly.</i></p> <p>Monaco requested to move to region south, from region west. The matter is discussed in relation to sporting rules and sustainability.</p> <p>The board votes with a majority to propose to the General Assembly to move Monaco to region south.</p> <ul style="list-style-type: none"> <li>- Luxembourg is not able to organise the event in 2025. The board is asked to assess the situation. The board votes in favour of cancelling the contract if it is feasible. GD believes it</li> </ul>	<p>X</p>	<p>TS</p>

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can, as the OC is in breach of the contract by not taking the show into 2025. The President will write to the OC.

As an alternative, a conversation was held with Lier (BEL), who has shown interest and willingness and would be supported by the Belgium NF.

The board approves to pursue this option.

- Warsaw's contract is now complete. The event director that we had been in discussion with is no longer with the organisation. The new event president and their board are conducting an economic review of the event. Several meetings took place in Warsaw, but currently, it is unclear if the renewal will happen. A deadline of two months has been set to have clear feedback.

As an alternative option, Prague has shown interest, so this will be explored.

- The cost of transporting the fences this season totals over 100,000 euro. Part of this cost is due to Longines wish to store the fences in Switzerland.

There could be potential to save money if the organiser is able to store the fences at certain points to avoid the transporter having to remain at each show.

- KEP Italia and Alcor are both out of contract and these are both in review.

Media monitoring results will be available for KEP at the of October, which can be presented back to them.

## 2.2. FEI Dressage stakeholder meeting

EMT and the dressage working group have discussed the upcoming meeting and provided the President with their notes and ideas for him to take forward. They take forward a central view that not only dressage should be discussed, but all disciplines should be examined.

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<p>3</p>	<p><b>AOB</b></p> <p><b>NED NF</b> – Have asked regarding the current data of competitors in major events, presented as part of the weighted voting calculation. The explanation will be provided during the GA (as the data is showing 8months and not 1 year).</p> <ul style="list-style-type: none"> <li>- They would like to raise an LES rule revision regarding horse eligibility.</li> </ul> <p><b>Para-dressage:</b> EMT raises the issue of the length of time given for horse replacements at the Paralympics and will bring this to the FEI in the rule change proposals.</p> <p><b>Presidential position</b> The president brings forward the matters raised by AA. The email from AA is recorded in annex 1.</p> <p>The board discusses the matters to examine the budget, decision-making, and procedures involved. It is noted that TP and EO did not attend the full discussions as described below.</p> <p>The board acknowledges that a clerical error was made in the minute-keeping relating to the in-person board meeting on September 20, 2023, and the remuneration given to the President during the Secretary General's leave of absence. The minutes were sent to the board (27/9/23), after which the President updated some aspects (sent 27/9/23), including the months of payment to be made. A mistake was then made, and these updated minutes were not sent to the board for re-approval. The board by default, approved the first version (as a mentioned annex to the minutes), but did not approve the updated version. This led to 5 months of additional payments being made (August, September, March, April, June).</p> <p>The majority of the board confirms these numbers are in line with the final financial results and can approve it.</p> <p>It is also raised that the bonus (one month salary) paid to Teodor and Alice, which was discussed in the executive board, was not taken and approved by the board.</p>		
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<p>The majority of the board confirms these numbers are in line with the final financial results and can approve it.</p> <p>Simone asks the board if they can acknowledge these matters and approve the accounts and annual report. EO and TP were not present.</p> <p>The majority of the board acknowledges the aforementioned errors and can approve the report and budgets.</p> <p>AA does not approve</p> <p>GD, following the exchange of relevant communications between the Board initiated after the previous Board meeting in August 2024 and after today's renewed discussion re. the Board's approval of the Annual Report, refers to the following statements in the Independent Audit Report:</p> <ul style="list-style-type: none"> <li>• Internal Annual Accounts 2023/2024 (checked by VM Consult, Auditor)</li> <li>• Official Annual Accounts 2023/2024 (checked by VM Consult, Auditor)</li> <li>• Discussion with EEF President Theo Ploegmakers on Annual Report and Budget</li> <li>• The numbers, as presented, are correct, transparent and explainable. We have not found any financial number that needs additional clarification during the GA, given the insight in the report. Actual result 2023/2024 is in line with budget 2023/2024</li> <li>• The EEF Board is responsible for the accounting documents and the administration. Our responsibility is to give an opinion after our audit has been completed.</li> <li>• The audit has been performed in accordance with good auditing practice. This means that we have planned and carried out the audit to reasonably ensure that the administration does not contain any material errors. An audit includes reviewing a selection of the documents as well as testing the principles and the Board's application of them.</li> </ul> <p>GD expresses his opinion that during today's Board meeting the following have been established:</p>		
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<p>a. the majority of the Board have not been involved in the discussions and drafting of the Internal and Official Annual Accounts 2023/2024.</p> <p>b. the Operating Charges in the Internal and Official Annual Accounts 2023-24 have been presented as total amounts against the respective total amounts in the Budget 2023-24. However, certain of these total charges, such as indicatively Staff Charges, were realized with a different staff structure and remuneration than the one taken into consideration in the Budget 2023-2024, therefore the numbers require further <i>“explanation”</i> and break down,</p> <p>c. the majority of the EEF Board has had no knowledge of any <i>“accounting documents”</i> or has not been involved in the <i>“daily administration”</i>,</p> <p>d. there have been lately acknowledged irregularities and <i>“errors”</i> in the administration, in the approval process and in the payment authorizations in relation to charges in the internal and Official Annual Accounts 2023-24.</p> <p>Following that, GD questions the representativeness of the Internal Audit Report as submitted, regarding its performance <i>“in accordance with good auditing practice”</i> and the sufficient <i>“testing of the principles and the application of them”</i>.</p> <p>As a result, GD approves the Annual Report with the exception of the specific part concerning the Internal Audit Report for the above statements and reasons and for any and all responsibilities and liabilities associated with its contents.</p> <p>----</p> <p>GD raises that the Belgium lawyer should be consulted on the matters and clarify how the situation can be resolved.</p> <p>QS has raised the point that if confidential information has been shared outside of the board, he would like a full examination of this as it is an unacceptable practice.</p>		
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## Annex 1:

**From:** Alan Andabaka EEF <[alan.andabaka@euroequestrian.eu](mailto:alan.andabaka@euroequestrian.eu)>

**Date:** 13 September 2024 at 9:23:40 EEST

**To:** EEF President <[president@euroequestrian.eu](mailto:president@euroequestrian.eu)>, George Dimaras <[george.dimaras@dimaraslaw.gr](mailto:george.dimaras@dimaraslaw.gr)>, EEF - Quentin Simonet

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**Subject:** EEF ANNUAL REPORT, INTERNAL AUDIT AND ANNOUNCEMENT

Dear President, Dear Theo,

Dear 1st Vice-President, Dear George,

Dear 2nd Vice-President, Dear Quentin,

Dear Secretary General, Dear Teodor,

Dear Board Members,

I have to inform all of you that after my open letter and kind request from 23rd of August I got the answers from our President along with accounting sheets from our bookkeeping company VM Consult.

After studying it carefully in order to acquire and maintain a clear understanding of the key issues relevant to the association's business. Since the Board members should see clarification whenever they deem it is necessary, I have talked with our President about some particular matters and those are as follows

I have read all the documents that are in our Board Dropbox and I found that the Minutes of the Confidential Board meeting which the Board members has received on 27.09.2023. at 12.14. under name Annex1\_20Sep2023 there are in the Board Dropbox under same name the Board Minutes but they are modified version from 03.10.2023. and some important details are different.

The Board has decided that the President will be compensated in amount of 6.000Euro for the months October-November-December 2023 and January-February 2024. But in the other Board Minutes the compensation is from August till March.

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The EEF financial statements are showing that the compensation paid to President is from August 2023 till June 2024. So from Board Decision there is additional payment of 5 months since the April and May are not even in other version of the Board meeting minutes. I know that I have voted for the decision which is the same like in the Board minutes which we have all received on 27th of September 2023. For sure I would not vote for the decision that something is to be reimbursed retro gradually and not pro futuro considering the presented issue on the SG situation on that particular Board meeting. (Board minutes in attachment)

There is also an issue with Internal Regulations Appendix 1 - Signature rights:

The individuals listed below shall have the authority to bind the EEF through their signature

- President
- First Vice president
- Second Vice President
- General Secretary

Two of the above-mentioned individuals must always sign collectively and none may sign individually, and one of the two signatures must be that of the Secretary General or that of his/her deputy if necessary.

Since in line with Belgian CAC in practice, there is a question that when you have this kind of Internal Regulations for Authorised signatories that you cannot approve signed the costs incurred by their person.

Having said all the above and considering the fact that Board directors are only liable for errors personally attributable to them as Board directors in their assignment and this liability is joint and several unless the Board directors have not participated in the error and have reported the alleged error to all other Board directors.

So I want to state and report to all other Board directors this announcement that I can not approve this version of the EEF ANNUAL REPORT 2023/2024 in the part of Summary of the financial performance 2023-2024 with Actual results 01.07.2023.-30.06.2024. along with the Internal Audit of EEF because they are not inline with EEF Budget 2023-2024. (EEF Budget 2023-2024 in attachment)

Both of those documents are highlighting that are made and prepared by EEF Board and Internal Auditors after have said that the report is very good and pleasant to read, they underlined that the EEF Board is responsible for the accounting documents and for the administration. The Audit has stated in their observation part that the Actual result 2023/2024 is in line with the Budget 2023/2024 which is not the case. Also I have not participated in the preparation of the EEF Annual Report or any other financial documents for the accounting or for the administration so I cannot take personal liability for it.

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I kindly request that this announcement, as well as the discussion to which it gives rise ( if there will be one ) are recorded in the minutes of coming Board meeting.

Kind regards,

**Alan Andabaka**

**Board Member**

**European Equestrian Federation (EEF)**

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EEF President

Theo Ploegmakers



EEF Secretary General

Teodor Sheytanov