

**Minutes of the  
STATUTORY GENERAL ASSEMBLY  
Held in Brussels on 26 June 2014**

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<u>Participants</u> :	BORDAT Jacques, FCSIV – GAE President	F
	CAZES Bertrand, Glass For Europe and GAE Secretary-General	F
	DALTON Dave, British Glass Director	UK
	FARRELLY Adeline, FEVE Secretary-General	IE
	FAVRY Véronique, GAE Coordinator	B
	GIACOBBO Paolo, Assovetro	I
	HÜNLICH Thomas, Schott AG - ESGA President	D
	JORNS Axel, APFE GlassFibreEurope Secretary-General	D
	KRISSMANEK Alexander, Austrian Glass Federation	AT
	OKTIK Sener, Sisecam – TSVCF Turkish Glass Federation	TR
	OVERATH Johann, BV Glas Director	D
	PUPAZA Radu, STICEF Director, Romanian Glass & Ceramics Ass.	RO
	SWIATEK Jan, Polish Glass President	PL

<u>Apologies</u> :	DE CLIPPELE Guy, FIV-VGI Executive Manager (Belgium)	<b>PROXY</b>
	IBLED Xavier, Arc International – EDG President	<b>PROXY</b>
	RODERO Carlos, Vidrio España (ES)	<b>PROXY</b>
	MAZZOLINI Peter, Czech Glass Federation President	CZ
	MOUCLIER Jacques, President FCVMM – French hand-made Glass Man. F	
	VAN RHEDE van der KLOOT P.F., VNG (NL)	<b>PROXY</b>
	RIVET Fabrice, FEVE EHS Director and GAE Chairman ENVI Cttee	B

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<b>1. Welcome, roll call of members and approval of the agenda</b>
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The **President** welcomed all participants to this Statutory General Assembly.

He confirmed that the General Assembly had the necessary quorum to deliberate (¾ of membership): 16 participants (incl. 4 proxies) for 18 members.

Members approved the agenda proposed.

## 2. Anti-Trust Statement

Members were reminded to respect the anti-trust laws.

## 3. Approval of the minutes of the Statutory General Assembly held on 26 June 2013

The **President** informed members that no request for modifications had been received on the minutes of the General Assembly held in Brussels on 26 June 2013. In the absence of any written or oral comments, the minutes were unanimously approved.

## 4. Report 2013-2014 by the President

**Mr. Bordat** was satisfied with the progress achieved by Glass Alliance Europe since June 2013. The most important results include the share of resources, avoiding work duplication and joining forces between national and sectoral associations to ensure efficient lobbying in co-decision and comitology procedures.

He explained that this ability to coordinate and relay strong messages throughout Europe was one of the most important roles of Glass Alliance, for which flexibility, efficiency in the day-to-day management and coordination of the different activities were essential. He thanked all members who contributed with success to this mobilisation.

The public affairs network put in place at European and national levels is now operational and could deliver political messages and positions on several important issues (carbon leakage, eco-design for furnaces, climate and energy package post 2030, etc.).

This is a first step in the visibility of the EU Glass Industry and its interactions with EU decision-makers.

As further internal news, Mr. Bordat mentioned:

- the application of STICEF, the Romanian Glass and Ceramics Federation, as new member of Glass Alliance Europe in June 2013, which brought to 14 the number of national federations;
- the updated GAE Web Page, with the new section "Glass makes the future" (under "The World of Glass" Section), revised statements, and more pictures and maps of the different;
- the setting up of two new working groups:
  - **The RCS (Respiratory crystalline silica) WG**, to carefully monitor the new classification of RCS as carcinogenic (either in the Carcinogen Mutagen Directive or in the Chemicals at Work Directive) and prepare a glass industry position, the ENVI Task Force endorsed the proposal of the Executive Committee to set up a new ad-hoc working group.
  - **The Public Affairs Ad-Hoc WG**, to think about a holistic public affairs strategy to better position GAE and the glass industry vis-à-vis other Brussels' stakeholders and decision-makers and in light of the upcoming institutional changes (new Parliament and new Commission). The task of this temporary ad hoc working group is to advice and to make recommendations to the Executive Committee on a possible public affairs strategy and proactive activities for GAE to increase its visibility in Brussels and to enlarge and restore network of contacts.

- Last but not least, the Secretariat is run alternatively by FEVE (Adeline) and Glass for Europe (Bertrand) Secretary-Generals, who ensure a smooth transition every year thanks to the efficient management of the Coordinator (Véronique).

**Mr. Bordat** paid respect to the ENVI Task Force and its nominated issue leaders, co-leaders and national coordinators whose work is crucial and highly appreciated by all GAE members.

They held intensive exchanges to progress on different issues: ETS and carbon leakage, REACH, Eco-Design for Furnaces, Food Contact Materials, Glass BREF and air emissions, Respirable Crystalline Silica and Energy efficiency.

He stressed that the association was counting on the voluntary contributions of its members to provide experts for all big dossiers. Without them GAE could not function.

The **President** then summarised the priority issues developed by these experts in the last year: ETS (EU Emissions Trading Scheme) and the review of the carbon leakage list in 2014 and the new targets post 2020, backloading, RCS – Respiratory Crystalline Silica, REACH, Food Contact Materials and the revision of the Ceramics in contact with foodstuffs Directive, Waste (Review of waste policies), Eco-Design of Furnaces, Air quality policies and the IED Directive.

The **President** reminded also the following events/participations organized by the association:

- 1- Training Workshop on How to Lobby the EU Institutions - 25 November 2013
- 2- GLASS EVENT 2013 : EP Lunch Debate on 3 December 2013
- 3- Support of GlassFibreEurope Complaint against subsidised imports of certain filament glass fibre products originating in China and the related interim review of the anti-dumping measures.
- 4- Support of IFIEC Manifesto for Industrial Renaissance

He then highlighted the improvements and activities needed for the second half of 2014 and early 2015:

- Need to boost public affairs network at European and national levels given the new EU Parliamentary and Commission (October 2014) ;
- Need to develop reliable general statistics on the EU glass industry with the help of an ad-hoc working group.
- Development of a proper Public Affairs committee to boost GAE visibility through new communications tools, clear messages, events.
- Ensure more participation of all members to strengthen national and European public affairs actions and adequate lobbying.

The **President** concluded that valuable work had been done so far and all members actively contributed to the progress made in the various working groups.

However, there is still a lot to do and pressure remains on the shoulders of our issue leaders. It is up to us all to help and guide them as well as possible and consider the limits we want to put to the range of actions we consider necessary. In this framework an assessment of the current structure and functioning of Glass Alliance will be made in 2015.

## 5. Debriefing on the Meeting held in the Morning with the EU Commission

**Mr. Cazes** summarised the interesting introductory speech of DG ENTERPRISE's Director G. Cozigou, who chaired the morning session. Mr. Cozigou underlined the difficult situation of the industry in this transitional period of Europe's economy and highlighted the two pillars on which the Commission would be active in the next months: Economy & Jobs on one side, Climate & Energy on the other side. He confirmed that although a new dynamic could be expected from the new Parliament and future Commission, he advised the industry to remain reasonable in its expectations because the slot of improvement is very narrow for Europe, only fine-tuning the present situation will be possible.

Regarding the general feeling from this annual meeting with the Commission, members agreed that this was one of the best meetings for years thanks to a friendly atmosphere and the openness to a frank dialogue.

The communication channel is established with the Commission. Now further dialogue and bilateral contacts can continue to foster this interesting relationship. The clear message today was their offer to develop a stronger relationship on frequent basis. Time is ripe to expand the discussion and to build messages to deliver them.

DG Enterprise achieved very good results this year (carbon leakage list, eco-design for furnaces, Reach, ...) and is in the right direction for supporting the industry in the future.

It is up to us to prove how important the glass industry is in Europe and to broaden our approach to well position ourselves.

On the specific issues put on the table, the replies delivered by the Commission were however not very new.

ETS – We mainly heard the views of DG CLIMA without clear openness to the industry's position. We should prepare a position paper requiring the sustained protection of all glass industry sectors after 2020.

RCS – The issue is still open and no proposal is expected before 2015. Any substantial element from the industry is welcome and would help the Commission in its analysis to find a solution.

REACH – Marginal improvement of the Directive by way of new or modified annexes.

FCM – No response

IED – Baseline Report – This is not a relevant issue for the Commission. This is purely a (member states) national issue.

## 6. Finances

### a) Approval of the accounts for 2013 with report of the auditor

**Mr. Cazes** presented the audited accounts for 2013, which raised no major issue on the accounting management. The audit concluded with an accounting surplus of € 58,059. In summary, all reimbursements deducted, the 2013 financial results show a total for expenses of € 218,3528 and a total income of € 276,411. Expenses were lower than expected thanks to the reduced costs for studies, public affairs and web communication.

The Executive Committee proposed to the General Assembly to put the surplus (€ 58,059) towards the reserve, which could be used to fund projects in 2015. The GAE reserve amounts to € 300,350 by the end of 2013. After accounting for the social reserve (€ 185,000), GAE has an available reserve of some € 115,350.

- **The members of the General Assembly approved the Accounts 2013 and the audit report, and agreed to put the surplus in the available reserve.**
- **Members of the Executive Committee are consequently discharged from their responsibility for the accounts 2013.**

### b) Situation 2014 (by end of May) and End of Year Projection

**Mr. Cazes** informed the members on the current status of the expenses in 2014 (first 5 months). He confirmed that expenses and income were under control compared with the budget. Although some parameters were not predictable, he was confident that the final accounts would record a slight surplus in 2014, depending on the recently agreed new activities.

GAE EXPENSES (€)	FINAL 2012	FINAL 2013	ADOPTED 2014	Situation 5 months 2014	Forecast 2014
Staff expenses	99.720	100.355	108.000	40.362	102.000
Environmental Expertise	9.790	0	-	-	-
Rent + Charges (GAE only)(*)	18.605	20.012	20.000	10.000	22.000
Meetings	23.707	17.911	24.000	4.689	24.000
Travel expenses	0	13	2.000	14	1.000
Office expenditure	12.660	15.063	14.000	7.915	14.000
Documentation	1.636	2.921	2.500	2.340	2.500
Fees	4.080	4.140	4.500	1.050	4.500
Taxes	1.946	1.707	2.500	96	2.000
Financing expenses	526	469	600	149	600
Equipment	1.176	0	1.400	-	-
Communication (web)	8.643	1.006	5.000	550	1.000
Studies / Research	3.040	3.600	-	296	300
Public Affairs	6.389	5.454	10.000	-	10.000
<b>TOTAL</b>	<b>191.918</b>	<b>172.651</b>	<b>194.500</b>	<b>67.461</b>	<b>183.900</b>

GAE INCOME (€)	FINAL 2012	FINAL 2013	PROPOSED 2014	Situation 5 months 2014	Forecast 2014
<b>Membership Fees</b>	227.600	212.989	176.426	109.344	175.487
<b>National Associations</b>	112.920	106.189	88.213	47.729	87.274
<b>Sectoral Associations</b>	114.680	106.800	88.213	61.615	88.213
FEVE	65.114	59.992	53.508	35.672	53.508
Glass for Europe	27.417	22.987	17.562	17.562	17.562
EDG	9.071	13.804	8.762	0	8.762
ESGA	8.002	5.704	4.858	4.858	4.858
GlassFibreEurope	5.076	4.313	3.523	3.523	3.523
<b>Secretariat Services</b>	19.880	15.640	17.475	12.520	17.745
Glass Fibre Europe	9.240	5.500	5.225	5.225	5.225
EDG	3.520	2.800	5.225	0	5.225
ESGA	5.280	5.500	5.225	5.225	5.225
<b>GAE INFO Subscriptions</b>	1.840	1.840	1.800	2.070	2.070
<b>Recuperation of costs</b>	880	865	600	7	900
<b>Bank Interest</b>	880	865	600	7	900
<b>TOTAL</b>	248.360	229.494	194.501	121.871	194.132

## 7. Statutory Renewal of Board and Presidency Mandates

7.a. Members of the Board and the President having been elected at the previous General Assembly 2013 for a two-year term, and as no change was required, their appointment can continue for a second year.

National Representations Mr. Jacques Bordat (France)  
 Mr. Guy De Clippele (Belgium)  
 Mr. Dave Dalton (UK)  
 Mr. Paolo Giacobbo (Italy)  
 Mr. Alexander Krissmanek (Austria)  
 Mr. Johann Overath (Germany)  
 Mr. Jan Swiatek (Poland)

Sectoral Representations Mr. Bertrand Cazes (Glass for Europe)  
 Mrs. Adeline Farrelly (Feve)  
 Mr. Thomas Hünlich (ESGA)  
 Mr. Xavier Ibled (EDG)  
 Mr. Axel Jorns (GlassFibreEurope – APFE)

7.b. The Hungarian glass association MÜSZ announced by email to the secretariat that they would cease their activities by the end of June 2014 due to a lack of finances. They are de facto withdrawn from GAE. No payment of fees could be expected for 2013 (€1,216) and 2014 (€939), these bad debts will be written off, with a limited impact on GAE finances.

- **The members of the General Assembly agreed to write off MÜSZ bad debts at the closing of the 2014 financial year.**

7.c. GAE secretariat has been contacted by the Slovak company Vetropack, announcing that they were in the process of setting up a new glass association. They expressed a big interest in a possible application for membership with GAE but preferred finalising their internal matters before further engagement. Further contact and possible visit will be investigated later in the year.

## 8. Proposals 2015

**Mr. Cazes** presented the following proposals endorsed by the Executive Committee, and to be approved by the General Assembly:

### a) **New Secretary-General : Rotation with Mrs. Adeline FARRELLY (FEVE)**

The Secretary-General proposed to continue the usual rotation between FEVE and Glass for Europe, on which Mrs. Farrelly agreed.

- **The members of the General Assembly approved the candidature of Mrs. Farrelly as next Secretary-General in 2015.**

### b) **Working Programme and new PA Strategy**

The Secretary-General explained to the members that it was felt too early in the year to prepare in June the working programme 2015. More time is needed to analyse the new Commission's working programme, as well as the future needs of GAE in 2015.

The Working Programme will be elaborated on the basis of the input from the ENVI Task Force and from the new PA WG and presented for discussion to the Executive Committee in October, with a view of finalising it in December 2014.

Regarding the new PA Strategy of GAE, Mr. Cazes informed that the Executive Committee asked to create an ad-hoc Public Affairs Working Group to design a pro-active PA strategy. They also agreed with the first interim report, which concluded on a new principle "to take the best of all sectors rather than the common denominator", and assessed the association's major needs:

- Accurate figures to present the industry
- Narratives on key political EU issues
- Better communication on glass & its industries
- Strong articulation with ENVI COM & Task Force needed

In conclusion, it is proposed to the AGM that:

- 1) The PA WG will develop a 2-year PA strategy (incl. budget and internal organization implications), which would be delivered to the Executive Committee in October 2014,
- 2) The ENVI Task Force will finalise the relevant work programme in November 2014,
- 3) The Executive Committee would discuss and adopt the working programme and the budget in December 2014.

- **The members of the General Assembly approved the suggested procedure and gave mandate to the Executive Committee to take a final decision on the working programme 2015 (incl. PA Strategy) and its relevant budget.**

### c) Draft Budget Guidelines for 2015

Mr. Cazes presented the Budget Guidelines 2015, stressing that it was too early to elaborate a robust budget ahead of the finalization of the working programme 2015.

He added that the reserve should not be further built up and could rather be used, thus avoiding any increase of membership fees.

He pointed out that the proposed budget principles were to provide visibility and direction to GAE members, knowing that it would be detailed, fine-tuned and finalised by the Executive Committee in December 2014.

#### Proposed Budget Principles for 2015

- Stability in operational costs (i.e. all budget lines except studies and research, public affairs and communication).
  - o This part of the budget will reach a maximum of EUR 180.000 – *in decline*
  - o All operational costs (max EUR 180.000) financed by membership fees and other regular incomes.
- Needs for studies & research, communication or public affairs financed by way of the available reserve (pending finalisation of the working programme).
- Stability in membership fees (if not slight decrease).

GAE EXPENSES (€)	FINAL 2012	FINAL 2013	FORECAST 2014	ADOPTED 2014	PROPOSAL 2015
Staff expenses	99.720	100.355	102.000	108.000	105.000
Environmental Expertise	9.790	0	-	-	-
Rent + Charges (GAE only)(*)	18.605	20.012	22.000	20.000	23.000
Meetings	23.707	17.911	24.000	24.000	26.000
Travel expenses	0	13	1.000	2.000	1.400
Office expenditure	12.660	15.063	14.000	14.000	15.000
Documentation	1.636	2.921	2.500	2.500	2.500
Fees	4.080	4.140	4.500	4.500	4.500
Taxes	1.946	1.707	2.000	2.500	2.000
Financing expenses	526	469	600	600	600
Equipment	1.176	0	-	1.400	-
Communication (web)	8.643	1.006	1.000	5.000	Res.
Studies / Research	3.040	3.600	300	-	Res.
Public Affairs	6.389	5.454	10.000	10.000	Res.
<b>TOTAL</b>	<b>191.918</b>	<b>172.651</b>	<b>183.900</b>	<b>194.500</b>	<b>180.000</b>

Res: relevant activities will be financed via reserve, whose maximum budget lines will be agreed by the Executive Committee in the autumn 2014.



GAE INCOME (€)	FINAL 2012	FINAL 2013	FORECAST 2014	ADOPTED 2014	PROPOSAL 2015
<b>Membership Fees</b>	<b>227.600</b>	<b>212.989</b>	<b>175.487</b>	<b>176.426</b>	<b>165.540</b>
<b>National Associations</b>	<b>112.920</b>	<b>106.189</b>	<b>87.274</b>	<b>88.213</b>	<b>82.770</b>
<b>Sectoral Associations</b>	<b>114.680</b>	<b>106.800</b>	<b>88.213</b>	<b>88.213</b>	<b>82.770</b>
<b>FEVE</b>	<b>65.114</b>	<b>59.992</b>	<b>53.508</b>	<b>53.508</b>	<b>50.545</b>
<b>Glass for Europe</b>	<b>27.417</b>	<b>22.987</b>	<b>17.562</b>	<b>17.562</b>	<b>16.623</b>
<b>EDG</b>	<b>9.071</b>	<b>13.804</b>	<b>8.762</b>	<b>8.762</b>	<b>8.104</b>
<b>ESGA</b>	<b>8.002</b>	<b>5.704</b>	<b>4.858</b>	<b>4.858</b>	<b>4.125</b>
<b>GlassFibreEurope</b>	<b>5.076</b>	<b>4.313</b>	<b>3.523</b>	<b>3.523</b>	<b>3.373</b>
<b>Secretariat Services</b>	<b>19.880</b>	<b>15.640</b>	<b>17.745</b>	<b>17.475</b>	<b>13.560</b>
<b>Glass Fibre Europe</b>	<b>9.240</b>	<b>5.500</b>	<b>5.225</b>	<b>5.225</b>	<b>2.930</b>
<b>EDG</b>	<b>3.520</b>	<b>2.800</b>	<b>5.225</b>	<b>5.225</b>	<b>5.860</b>
<b>ESGA</b>	<b>5.280</b>	<b>5.500</b>	<b>5.225</b>	<b>5.225</b>	<b>2.930</b>
<b>GAE INFO Subscriptions</b>	<b>1.840</b>	<b>1.840</b>	<b>2.070</b>	<b>1.800</b>	<b>1.840</b>
<b>Recuperation of costs</b>	<b>880</b>	<b>865</b>	<b>900</b>	<b>600</b>	<b>900</b>
<b>Bank Interest</b>	<b>880</b>	<b>865</b>	<b>900</b>	<b>600</b>	<b>900</b>
<b>TOTAL</b>	<b>248.360</b>	<b>229.494</b>	<b>194.132</b>	<b>194.501</b>	<b>180.000</b>

Secretariat costs are based on the work estimated in 2014, i.e. 6 days for GFE and ESGA and 12 days for EDG.

- The AGM agreed to give mandate to the Executive Committee to finalise the working programme 2015 and the derived budget 2015 with a maximum call for membership fees of €180,000.

#### d) Strategy Review of Alliance Operations

The Secretary-General informed about concerns raised by some members about the functioning of GAE:

- the articulation between the ENVI Task Force and the ENVI Committee : same contents and participants, repeated explanations, lack of structure in the debates,
- the lack of circulation of information: no summary or documentation from external meetings,
- the work and role of issue leaders: should focus more on dedicated discussion and concise info (regular issue sheets),
- long discussions not leading to clear actions.

Taking stock of these concerns, he asked members to look at the whole picture, stressing that the results of the work done by all WGs and issue leaders were quite positive so far:

- ✓ More issues followed
- ✓ More paper elaborated and circulated
- ✓ Better articulation of EU and national lobbying
- ✓ Some evident successes!

Moreover it was reminded that GAE resources and budget were very limited and that Issue leaders were working on a voluntary basis for GAE, in addition to their own work.

This is the right time to evaluate the present situation and it is logical to seek constant improvements but we need the cooperation/involvement and remarks from all members.

As only marginal adaptations could be introduced as of this year, discussion will start with the ENVI Task Force and the issue leaders to propose recommendations at the next Executive Committee.

The assessment of GAE structure and functioning will be included in the working programme 2015, so that all members will be involved and requested to give their thoughts and input.

- **The AGM agreed with this proposal.**

In the absence of any further item or remark, the President thanked all members for their active participation and closed the meeting.