Minutes eceee General Assembly
29 November 2011

The General Assembly took place from 09.30 - 11.40 on Tuesday 29 November 2011 at eceee's Brussels office, Av Louise 375, Brussels

Participants
Peter Bach, Danish Energy Agency, (DK)
Nils Borg, Executive Director of eceee (SE)
Didier Bosseboeuf, Ademe, (FR)
Randall Bowie, Rockwool International, (DK/BE)
Andreas K Enge, Enova, (NO)
Adrian Joyce, EuroACE, (BE)
Rob Kool, (NL)
Eoin Lees, Eoin Lees Energy, (UK)
Hans Nilsson, Foursfact, (SE)
Barbara Scholmann, Fraunhofer ISI, (DE)
Permielle Schiellerup, Institute for European Environmental Policy, (BE)
Senad Vrazalic, (LU)
Hal Willhite, University of Oslo, (NO)

1. Approval of the agenda, and statement whether the meeting was called out properly and in due time.
   eceee President Peter Bach was asked to chair the meeting. He welcomed the participants. The General Assembly concluded that the meeting had been called out in time and the agenda, background materials and call for nominations were communicated well ahead of the meeting to all members through e-mail and the web site. The nomination committee's proposal for the board should have been communicated earlier, but timing still fulfilled any prescribed requirements.

2. eceee activity report FY 2010/11.
   The President gave an overview of the activity report. He pointed out that eceee should be proud of the Summer Study. Looking back at the year, he pointed out that we had a successful year. eceee developed and completed a new business plan. Peter Bach also pointed out that a year ago, we had expected to have a permanent presence in Brussels by now. This has not become a reality.
   A number of questions and discussion points were raised:
   - There was a question why eceee has not been able to establish a permanent Brussels presence. One reason is that the generous ECF funding was no longer continued due to shortage of funds in the spring of 2011.
   - It was asked how eceee plans to grow the social media presence without much financial resources. The Executive Director answered that the growth is expected without particular investments and through the activity of individuals within the eceee network. It was further pointed out that tweets on reports etc are usually picked up by media and should thus be explored.
   - It was pointed out that eceee is still very focused on buildings and to some extent on ecodesign. How do we grow into transport and industry? It was also concluded that eceee largely missed the opportunity to be active on the proposed EED due to financial constraints.
   - The idea with an industrial Summer Study every second year was presented and discussed. The industrial summer study is one of the counter measures to improve eceee's finances. The GA was in general very positive, although this was not an issue for decision at the GA.
   - eceee presence in the Coalition for Energy Savings was explained and discussed. The Coalition is a unique gathering of business organisations,
trade associations and NGOs in Brussels, joined under the common banner of energy efficiency and energy savings.

The annual activity was approved.

3. eceee financial report and approval of accounts
The annual financial report and financial status was presented by the Executive Director, who also presented the auditor's report.
- An error in the balance sheet was spotted: the sum of total equity and liabilities was wrongly summed up.
- The Executive Director explained that the accounts receivable and accrued contributions were considered safe and that in fact a large share of those had been paid or were in the process of being so.
- A number of means to raise funds and cut costs were discussed. The summer study fees were hotly debated, with some participants of the GA saying that eceee should raise fees whereas others expressed concern that this would change the mix of participants.
- The need to increase the membership stock and raise fees should also be communicated to eceee members.
- The Executive Director explained that the fees of the Director and secretariat covered work, offices, overheads etc for four people.

The financial report was approved with the clarification of the erring sum, which must be corrected before the final report is published.

4. Election of new board
No one from the nomination committee could be present at the meeting. The Nomination committee report was presented. No questions were raised. The election took place:
- Election officials were eceee's Executive Director and Alain Herssens from Eurima. The election officials removed all names from the postal votes and marked the votes cast in the eceee membership roster.
- A total of 11 organisational member and 16 individual member votes were cast. Of these votes, four were postal votes from organisational members and nine postal votes from individual members. Of the postal votes cast, three were invalid. These were either from a person not having paid the membership fee or from an individual whose organisation had already cast a vote.
- All voting ballots but one supported the nomination committee proposal (11 organisational and 13 individual). With organisational votes weighted three times the weight of individual votes, a total of 46 votes were in favour of the nomination committee proposal. On one individual member ballot Hal Wilhite had been struck out Rod Janssen was added.
- The election officials concluded that the proposed board had been duly elected.
- The General Assembly expressed its sincere thanks to the outgoing board members for their hard work and very valuable contributions to eceee. Rod Janssen and Eoin Lees have been individual board members and Emilie Carmichael of the UK Energy Saving Trust has been alternate for individual board members. Holger Krawinkel has represented the German Federation of Consumer Organisations (vzbv). NL Agency is also stepping down from the board, but in this case Rob Kool will remain as an individual member.

The newly elected board has the following members:
Organisational board members
- ADEME, (FR) represented by Didier Bosseboeuf, (alternate Aude Bodiguel)
- Danish Energy Agency (DK), represented by Peter Bach
- Enova SF (NO) represented by Andreas Krüger Enge, (alternate Kjersti Hasfjord)
- Fraunhofer ISI (DE) represented by Barbara Schlomann, (alternate Clemens Rohde)
  WSP Sweden, represented by Agneta Persson
- SEVEN (CZ), represented by Juraj Krivošik
- Kyoto Club (IT), represented by Lorenzo Pagliano (alternate Andrea Roscetti)
- EuroACE, represented by Adrian Joyce

**Individual board members**
- Randall Bowie, Rockwool International (DK/BE)
- Marianne Moscoso-Osterkorn, (AT)
- Hal Wilhite, University of Oslo (NO)
- Rob Kool, (NL)

**Alternate for individual board members**
- Hans Nilsson, FourFact, (SE)

5. Proposal for revised bylaws (to be approved by the GA).
   The revised bylaws were presented by the President. He explained that the gradual replacement of members was meant to ensure continuity. The change from four to six individual members of the board is meant to provide greater flexibility in identifying board members. The bylaws will take effect immediately, but transitional rules will apply.
   The amended bylaws were approved.

   The President explained that the transitional rules will govern how the system of renewing the board by a third each year will gradually be phased in. The consequence is that four organisational board members will have to step down next year and their seats will be turned into two seats for individuals and two for organisational members. The board will decide among its members and in discussions with the election committee who should step down and possibly be proposed for re-election.
   The transitional rules were approved.

7. Principles and process for ecee Board elections
   This document currently prescribes that the board will appoint a nomination committee five months before the next GA. The purpose of the proposed document is to provide somewhat greater freedom in modifying the nomination and election rules if needed.
   The proposed principles and process for electing a new board were approved.

8. Other business
   No other business was raised.

**Annexes:**
- Nomination committee report and proposed board
- Transitional rules
- Principles and process for ecee Board elections

Brussels 29 November 2011

[Signatures]

Peter Bach  
President  
Hans Nilsson  
ecee member  
Nils Borg  
Executive Director  
meeting secretary
Board election and GA voting, eceee 2011

A. Proposed eceee board candidates for the 2011 election: Report from the nomination committee

Dear eceee member,

This is the report from the nomination committee for the eceee Board for 2011-14 (noting that the proposed transitional rules to be adopted by the GA will mean that a third of the Board is elected every year starting in 2012). Choosing the candidates to propose to you has been more difficult this year than ever before, reflecting interest in the organisation from a growing number of excellent organisations and individuals. We have received a number of nominations from members, for which we thank you. All nominated organisations and individuals are mentioned in the proposal below.

Within our proposal we have attempted to reflect the variety of eceee’s interests, countries and competencies. Also, we wish to reflect the value of personal competence and commitment, and to combine continuity with the new insight that new members can bring.

We propose to keep the Board at the size of 12 members, i.e. the maximum allowed by the bylaws. The current bylaws also require that a minimum of 2/3 of the Board members must be representatives from eceee organisational members.

The existing Board was strong in terms of experience, expertise and commitment. It seemed to us that our job was to look to the way that the organisation wanted to develop, and to begin to reflect the idea that at each election time there should be a mix of refreshing the Board, to bring in new ideas and new networks, and also recognising the value that continuity and experience brings.

We believe that the combination of organisational and individual members we are suggesting below offers eceee:

- Extensive experience, expertise and commitment
- Networks in all the areas in which eceee operates
- A good mix of country representation
- An improvement in the gender balance of the Board
- A good balance between existing Board members (seven places) and fresh perspectives (six places)

For organisational members, there was space to bring in four new members: there are presently two vacant places and two others are retiring from the Board at the General Assembly (NL Agency as an organisation and VZBV, the Federation of German consumer organisations). We had a range of potential new members to consider, who could offer excellent new perspectives. So, for these members we have been able to achieve our aim easily.

For individual members, the situation was far more difficult. Two members are leaving the Board (Eoin Lees and Emilie Carmichael, who was an alternate for all individual members). However, even with these two leavers, we initially had six people to choose between. This was a difficult problem, but nonetheless it was pleasing to see that so many very skilled and experienced people were willing to contribute to the organisation through Board membership, and we thank them all for their interest.

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We would like to note the valuable contribution that all the retiring Board members have given to eceee, and to express the hope that eceee’s relationship with them continues to be strong and productive.

**The Candidates**

All the candidates that we are proposing below are highly experienced and competent people. They and the organisations that they represent demonstrate a high level of commitment to the future development of eceee. We highlight some of the additional benefits that each offers to the Board in the paragraphs below.

**Organisational**

We are happy to propose the following new organisational members:

- EuroACE, Pan-European organisation, Brussels-based (represented by Adrian Joyce);
- The Fraunhofer Institute, Germany (represented by Barbara Schlomann);
- SEVEN, Czech Republic (represented by Juraj Krivošik), and
- WSP, Sweden (represented by Agneta Persson).

These new members between them bring us: extensive energy efficiency industry networks, perspectives from the academic and consultancy worlds and a viewpoint from an Eastern European country.

These join the following existing organisational members:

- ADEME, France (represented by Didier Bosseboeuf);
- Danish Energy Agency (represented by Peter Bach);
- Enves, Norway (represented by Andreas K. Enge), and
- Kyoto Club, Italy (represented by Lorenzo Pagliano).

These existing board members between them offer us the state / energy agency perspective and that of the voluntary sector, and give us a mix of northern and southern European countries. All demonstrate a long commitment to energy efficiency and eceee, and all are represented by experts who have a very useful contribution to make.

In addition to these organisations, we also had discussions with the Energy Efficiency Partnership for Homes in the UK. The organisation is very supportive of eceee and would like to become more involved. They are in a process of reorganisation at the present time and did not feel able to commit to joining the Board this year. However, we recommend that the organisation is considered for Board membership when the Board is next refreshed.

Short biographical notes on the proposed organisational candidates are available on the eceee website, General Assembly pages.

**Individual**

We were asked to choose between six potential candidates for individual Board members. All of these people would bring experience, commitment and extensive networks to the Board. In keeping with the move towards formal turnover of Board membership after a fixed period of time, we decided that perhaps the longest-serving individual Board member should be asked to step down. Rob Kool and Rod Janssen have both served for six years. We have had extended discussions about how to choose between these two people, who are equally valuable to the Board. In the end, Rod Janssen has decided to resign from the Board, and we would like to take this opportunity to thank him for the enormous contribution he has made over the years. Hans Nilsson has kindly offered to take the role of Alternate individual member, and hence our proposal is as follows:
• Randall Bowie, Rockwool International, Denmark/Brussels
• Rob Kool, NL Agency, the Netherlands, new as individual
• Marianne Osterkorn, Austria, new individual member
• Hal Wilhite, University of Oslo, Norway
• Alternate: Hans Nilsson, FourFact, Sweden, new individual member

Marianne has recently stepped down from the post of Director for REEEP. She brings with her a wealth of experience from the international climate and energy efficiency space as well as solid knowledge of fund-raising for an international organisation.

Hans has a long association with eceee and a firm commitment to the development of the organisation. He brings with him a very broad understanding of the energy sector at an international level, and also links in to the IEA DSM programme. The existing individual members of the Board each have had an association with eceee for many years, together with extensive experience in the energy efficiency world. Randall also brings an EU government and industry perspective; Hal an academic perspective and Rob an energy agency and industry viewpoint.

Short biographical notes on the proposed candidates are available on the eceee website, General Assembly pages.

Transition rules

The nomination committee has studied the proposed transition rules from the current to the revised bylaws carefully. We have stopped short of suggesting exactly whom or what organisation to be phased into the new system, or replaced, by what year. The nominated individuals and organisations have expressed great flexibility and willingness to make the transition to new bylaws as easy as possible, and we trust that next year’s nomination committee and the board jointly will be able to handle this smoothly.

The eceee nomination committee, 22nd November 2011

Carlos Lopes
Silvia Rezessy
Joanne Wade
## Proposed eceee board to be elected 2011

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<tr>
<th>Member Name and organisation</th>
<th>Alternate</th>
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<tr>
<td>1 Didier Bosseboeuf, ADEME, (FR)</td>
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