

**MINUTES OF THE MEETING  
OF THE AEHT EXECUTIVE BOARD  
HELD ON OCTOBER 7<sup>th</sup> 2015 IN CERVIA (ITALY)**



The National Representatives gathered for their biannual meeting in Cervia

**Représentants Nationaux et membres du Bureau présents :****National Representatives and members of the Presidium present :**

<b>PAYS/COUNTRY</b>	<b>Prénom/First name</b>	<b>NOM/SURNAME</b>
SECRETARIAT DE L'AEHT AEHT OFFICE	Nadine	SCHINTGEN
ALLEMAGNE GERMANY	Sibylle	WEBER-POHL
AUTRICHE AUSTRIA	Klaus	ENENGL
BELGIQUE BELGIUM	Herman	SIEBENS
CROATIE CROATIA	Vesna	BARANASIC
ESPAGNE SPAIN	Nuria	MONTMANY
ESTONIE ESTONIA	Neeme	RAND
FINLANDE FINLAND	Marit	NIEMINEN
FRANCE	Stefan	DEMARLE
ITALIE ITALY	Roberta	MONTI
LETONIE LATVIA	Ilze	LOCMANE
LITHUANIA LITUANIE	Birute Ramune	STASIUNIENE VADEIKYTE
LUXEMBOURG	Louis	ROBERT
MACEDOINE MACEDONIA	Zoran	NIKOLOVSKI
POLOGNE POLAND	Bogusława	PIENKOWSKA
Portugal	Ana Paula	PAIS
Royaume-Uni UNITED KINGDOM	Aysegul	YESILDAGLAR

<b>Représentants Nationaux et membres du Bureau présents (à suivre) :</b>		
<b>National Representatives and members of the Presidium present (to be continued):</b>		
SLOVAQUIE SLOVAKIA	Jozef Marek	SENKO SOTAK
SUEDE SWEDEN	Arne	LARSSON
TURQUIE TURKEY	Rabia	EDALI
<b>Invités:</b>		
<b>Guests:</b>		
<b>PAYS/COUNTRY</b>	<b>Prénom/First name</b>	<b>NOM/SURNAME</b>
FRANCE	Bernard	TROY
FRANCE	Christian	BADINAND
<b>Absents excusés:</b>		
<b>Absent with apologies:</b>		
AEHT HEAD OFFICE	Natalia	KOMANICKA
ARMENIA ARMENIE	Artur	VARDANYAN
THE NETHERLANDS PAYS-BAS	Remco	KOERTS
SLOVENIE SLOVENIA	Helena	CVIKL

## **1. Welcome address from the President (Ana Paula PAIS)**

After a message of welcome, the AEHT President, Mrs. Ana Paula PAIS, thanks the management of the I.P.S.E.O.A. hotel school (Istituto Professionale Statale Servizi per l'Enogastronomia e l'Ospitalità) for taking on the organisation of the 28<sup>th</sup> AEHT Annual Conference and competitions.

## **2. Absences and adoption of the agenda**

In the absence of objections, the agenda for the meeting is unanimously adopted.

## **3. Minutes of the previous meeting**

In the absence of any comments, the minutes of the previous meeting held on March 14<sup>th</sup> 2015 in Cervia (Italy) are accepted as a true record of that meeting.

## **4. Report from the President (Ana Paula PAIS)**

Mrs PAIS informs the members of the Executive Board that the French/English translation cannot be provided during the meeting due to the absence of the AEHT Translator, Mrs Natalia KOMANICKA, who encounters health problems.

The members of the Executive Board send their best wishes to Mrs KOMANICKA for a prompt recovery.

Mrs PAIS then informs the meeting of the activities of the Presidium, which had taken place since the last Executive Board meeting in March 2015:

### **• Representation of the AEHT**

In order to develop the AEHT network, Mrs PAIS established contacts with schools in countries that she was given responsibility for by the Presidium, i. e. Spain, France and Portugal. New schools from these countries have applied for AEHT membership. Moreover, Mrs PAIS welcomes the fact that an increasing number of French and Spanish students participate in the AEHT competitions.

### **• Presidium meeting in July 2015**

During the summer period, the members of the Presidium met in Montenegro to find new means to build a more attractive image of the AEHT in a rapidly changing European environment. In addition, the Presidium tried to define what member schools can expect from the AEHT and what the AEHT can provide them with. Finally, the Presidium tried to identify future challenges for the AEHT in difficult economic times.

### **• New financial partners for the AEHT**

The AEHT is in urgent need of financial support from new private partners, regional authorities or governments. At this point, the responsibility of the National Representatives is very important. Only through the combined efforts of all the delegates, it will be possible to identify potential partners.

### **• AEHT networking**

In the same way as for the financial support, National delegates should do everything in their power to increase networking within the member countries they represent. Networking is essential for success in any endeavor. Efficient networking adds value to the association and ensures that annual fees are paid in time.

- **Support of the Luxembourg government**

The Luxembourg Ministry of Education pays an annual grant to the AEHT. But in the last 2 years, additional conditions have been set by the Ministry making it more and more difficult to obtain the grant.

To resolve this matter, the members of the Presidium addressed a letter to the Luxembourg Minister of Education to meet him during the next Christmas in Europe event taking place in December 2015 in Diekirch (LU).

On this occasion, the Presidium will expose their point of view and ask for additional financial support from the Luxembourg Government considering that the AEHT headquarters are based in Luxembourg.

- **Redistribution of administrative tasks to ease work load and cut expenses**

Some of the work previously handled by the AEHT Head office, one of the Presidium members or subcontracted to external parties (translations), will now be taken over by member schools:

- Mrs. PAIS's school in Coimbra (PT) will make French/English translations of official AEHT documents;
- Mr. ENENGL's school in Bad Ischl (AT) will redesign AEHT's website in close cooperation with the AEHT webmaster, Mr Ahti PAJU from Estonia;
- Mr KOERTS's school in The Hague (NL) will take over all matters regarding invoices (issue invoices, control payments, send out reminders, etc).

## **5. Report from the Vice-President responsible for fixed events and for the competitions at the Annual Conference (Klaus ENENGL)**

- **2015 Annual Conference**

Klaus ENENGL thanks the management of the Cervia hotel school for the smooth running of the 2015 AEHT Annual Conference and competitions. Up to now, the Cervia school has carried out excellent preparatory work.

Some students taking part in the competition have insufficient knowledge of English. To resolve this problem, the teams of these students had to be recomposed.

A first coordination meeting with the head judges for the 2015 competitions had taken place in Cervia in March 2015 (during the Executive Board meeting) to check out the premises and to draw up the official program and regulations.

In this year's competition, head judges come from only 4 different member countries. In the future head judges should come from at least 10 member countries to make the conditions as fair as possible. Roll up if you wish to be part of the Competition Committee!

- **2016 Annual Conference**

The 2016 Annual Conference will be organized by the 'Docklands Academy London' from 23<sup>th</sup> – 28<sup>th</sup> October 2016 in the United Kingdom. Extensive information will be given by the Managing Director of Docklands Academy, Mrs. Aysegul YESILDAGLAR, at the end of this meeting.

**6. Report from the Vice-President collaborating in the organisation of fixed events and of the competitions at the Annual Conference, and for the implementation of projects aimed at strengthening the AEHT's financial viability (Remco KOERTS)**

This item is included in the report from the AEHT President, Mrs Ana Paula PAIS, at item 4 of these minutes and in the report from the AEHT Vice-President and Treasurer, Klaus ENENGL, at item 5 of the present minutes.

**7. Report from the Vice-President responsible for occasional events, for relations with the OIF (Organisation Internationale de la Francophonie – International Organisation of French-Speaking Countries) as well as for information about national educational systems and EU educational projects (Bogusława PIENKOWSKA)**

- **Professional Placements (Pestena Hotels & Resorts group)**

5 teachers have been placed in observation periods within the Pestena Hotels & Resorts group. The AEHT received very positive feedback from all teachers participating in the program so far.

- **2014/2015 events calendar**

Mrs PIENKOWSKA points out that even though fewer events took place this year (September 2014 – August 2015), the number of participants increased compared to previous years.

Until June 2015, 388 people attended 10 AEHT events. 3 events are still to come this year.

No.	City (Country)	Event	Date	Participants
<b>2014</b>				
1.	Maribor (SI)	Seminar for The WSET® (Wine and Spirit Education Trust) Level 1 Awards in Wines and Spirits	September 25 <sup>th</sup> – 28 <sup>th</sup>	16 participants from 10 schools from 4 countries
2.	Prešov (SK)	Eurocup 2014 – 22 <sup>nd</sup> edition of the Junior bartenders competition (special edition)	October 21 <sup>th</sup> – 24 <sup>th</sup>	74 competitors from 37 schools of whom 22 participants were from 9 AEHT member schools from 6 countries
3.	Prešov (SK)	23 <sup>rd</sup> Christmas in Europe	December 7 <sup>th</sup> – 13 <sup>th</sup>	> 103 participants from 19 schools (including AEHT Head Office staff) from 13 countries
4.	Praia da Vitória, Terceira Island, Azores (PT)	Chocolate festival of the Atlantic 2014 (sculpting, display and contest of chocolate sculptures and bonbons), (PT)	December 6 <sup>th</sup> – 8 <sup>th</sup>	16 participants from 4 schools from 2 countries
<b>2015</b>				
5.	Lisbon (PT)	Seminar on 'Wine and flavours'	January 28 <sup>th</sup> – 31 <sup>st</sup>	-
6.	Aveiro (PT)	3 <sup>rd</sup> Fish & Cooking Aveiro Festival	February 11 <sup>th</sup> – 14 <sup>th</sup>	24 participants from 8 member schools only from Portugal No foreign schools
7.	Castel San Pietro Terme (IT)	17 <sup>th</sup> edition of the Bartolomeo Scappi International Competition (bar, sommelier, pastry, cooking competitions),	April 13 <sup>th</sup> – 16 <sup>th</sup>	98 participants from 21 member schools from 9 countries
8.	Bled (SI)	10 <sup>th</sup> Bartender G&T Competition	April 14 <sup>th</sup> – 17 <sup>th</sup>	24 participants from 8 member schools from 6 countries

2015 (to be continued)				
9.	Riga (LV)	Seminar for teachers and directors (for EQF level 5 and up) on Hospitality and Tourism Management focusing on culture as a factor of attraction for tourism and hospitality and on city tourism in particular	April 16 <sup>th</sup> – 19 <sup>th</sup>	25 participants from 13 member schools from 12 countries
10.	Ponta Delgada, Island São Miguel (PT)	10 FEST AZORES 2015 – 10 days, 10 chefs	June 18 <sup>th</sup> – 27 <sup>th</sup>	8 participants (+2 that participated one day only) from 5 (+1) member schools from 5 (+1) countries
11.	Cervia (IT)	Annual Conference	October 5 <sup>th</sup> – 10 <sup>th</sup>	600 participants from 123 member schools from 20 countries
12.	Presov, Slovaquie	Eurocup 2015- competition of Junior Bartenders	November 10 <sup>th</sup> – 12 <sup>th</sup>	Upcoming event
13.	Diekirch-Ettelbrück (LU)	24 <sup>th</sup> edition of Christmas in Europe	December 2 <sup>nd</sup> – 8 <sup>th</sup>	Upcoming event
14.	Terceira Island - Azores	Chocolate festival of the Atlantic 2015 (sculpting, display and contest of chocolate sculptures and bonbons), (PT)	December 6 <sup>th</sup> – 8 <sup>th</sup>	Upcoming event

- **Next venues of the AEHT Annual Conference**

2016 : London, UK

2017 : Ostend (Oostende) Belgium

2018 : Leeuwarden, The Netherlands

2019 : Split, Croatia

2020 : Lithuania

2021 : Austria

- **Next venues of the Christmas in Europe event**

2015 : Diekirch - Ettelbruck, Luxembourg

2016 : San Benedetto del Tronto, Italy

2017 : Fatima, Portugal

2018 : Riga, Latvia

## **8. Report from the Vice-President responsible for professional placements and for activities relating to quality management and business ethics (Herman SIEBENS)**

- **Periods of observation in hotel units (Starwood Hotels group)**

Herman SIEBENS is still waiting to get in touch with the group's new General Manager to discuss details of cooperative arrangements for the coming years.

- **AEHT management seminar**

Mr SIEBENS will hold a seminar on "change management" during this year's congress. 2 external speakers will make an intervention during the seminar.

- **Management session with National Representatives**

A brainstorming session will take place after this meeting and deal with the reputation and image of the AEHT. The results of the brainstorming will be used to prepare the next brainstorming session in March 2016 in London.

## **9. Report from the Vice-President responsible for the AEHT website and for the registration platform for the Annual Conference (Neeme RAND)**

Vice-President Neeme Rand presented the statistics and other information on the visits of AEHT website and Facebook page using a PowerPoint presentation.

- **AEHT database**

The National Representatives are once more asked to remind the member schools of their country to update their details in the AEHT database <https://www.aeht.eu/db/login.php> . If their e-mail addresses are no longer up-to-date, the AEHT Office is not able to contact them and to send them important information.

## **10. Report from the Treasurer (Klaus ENENGL)**

- **Balance sheet and profit and loss account for 2014**

The AEHT Treasurer Klaus ENENGL presents the AEHT balance sheets for 2014. A summary of the profit and loss accounts is projected onto the screen of the meeting room and Klaus ENENGL gives a commentary on the various headings of this document.

The Luxembourg government has paid its annual grant for 2014, thus balancing the accounts.

- **Approval of the 2014 accounts and renewal of the auditors' mandate for 2015**

AEHT's books are kept by an accounting company in Luxembourg. The external auditors, Danielle SNAUWAERT and Jürgen CLAUSEN, met with General Secretary Nadine SCHINTGEN and the accountant Stéphanie MARION-CORTES, to check AEHT's accounts for the 2014 financial year.

The auditors reported that Mrs SCHINTGEN and Mrs MARION-CORTES had been able to provide all requested clarifications, enabling the auditors to confirm that the account books were well kept.

In the light of these considerations, the Executive Board unanimously approves the 2014 accounts. The Executive Board proposes to the General Assembly to renew the auditors' mandate for 2015.

- **Payment of the 2015 membership fee**

Invoices for the annual membership fee 2015 have been sent to all members in early March. A reminder has been sent out before the summer break. Unfortunately, some member schools still have not paid their membership fee.

To remedy this situation, the Treasurer calls upon the members to get in touch with the delegates of these schools. They should pay their dues as soon as possible to avoid exclusion.

- **Projected budget for 2016**

The 2015 budget is presented. As mentioned in the President's report, many actions are being taken by the Presidium to find additional funding for AEHT's activities.

## **11. Report on membership applications, resignations and exclusions (Klaus ENENGL)**

- **Exclusions (if annual fees stay unpaid till 1<sup>st</sup> January 2016)**

AEHT Code	Town
E21	SANTA MARTA DE TORMES
F95	SAINT-LAURENT-DU-MARONI
I101	LECCE
I107	SALSOMAGGIORE TERME
I113	REGGIO EMILIA
I118	FOGGIA
I132	RENDE
I140	VARESE
I145	CASTELNUOVO CILENTO
I151	ROCCARASO
I157	CASARANO
I27	MILANO
I41	ERICECASA SANTA
IRL08	DUBLIN
MEX01B-OBS	PERONNAS (F)
MK05	TETOVO
NL09	AMSTERDAM
PL22	MYSLENICE
RO01	BUCAREST
RO02	TIMISOARA
RUS01	ST. PETERSBOURG
S05	MALMÖ
S21	NYKÖPING
TR42	PENDIK ISTANBUL
TR47	BURSA
TR48	SAKARYA
UKR02	SIMFEROPOL

- **Resignations**

AEHT Code	Town
FIN12	SAVONLINNA
F98	BIARRITZ
F94	PARIS
I31	VENEZIA

I36	RICCIONE
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- **New members**

Several schools from France applied for membership with the AEHT after the intervention of AEHT President, Mrs. Ana Paula PAIS at the 22<sup>nd</sup> Annual Congress of the AFLYHT (Association française des lycées de l'hôtellerie et du tourisme) on 25<sup>th</sup> – 27<sup>th</sup> March 2015 in Amiens (F).

AEHT Code	Town
F96-PROF	NH & R
F68	CHATEAU-THIERRY
GB18	DOCKLANDS ACADEMY LONDON
I152	CANOSA DI PUGLIA
B31	AALST
E23	BARCELONA
F16	LA ROCHELLE
F97	ANTONY
F98	ROYAN
F99	MEUDON LA FORET
F100	LA GUERCHE DE BRETAGNE
F101	MORLAAS
F102	AMIENS
P16	COIMBRA
F103	CONTREXÉVILLE
UKR05	LVIV
LT05	KLAIPEDA
PL23	BIELSKO-BIALA

## ***12.Christmas in Europe 2015 in Diekirch (LU) (Nadine SCHINTGEN)***

The 24<sup>th</sup> Christmas in Europe will take place from December 2<sup>nd</sup> – 8<sup>th</sup> 2015 in Diekirch (Luxembourg).

The event organiser, the Lycée Technique Hôtelier Alexis Heck in Diekirch (Luxembourg), had to deal with a number of applications in excess of the financial and logistic capacity of the school. This problem has been solved in the most equitable way possible.

Furthermore it is important to mention that the Erasmus subvention is only granted to delegations, whose country is represented by at least 1 leader and 4 youngsters of max. 30 years.

As regards the programme, the European buffet will be held on 2 consecutive days and not on one single day as it has been the case for the past editions of the event.

Several excursions will be organized during the event such as a visit to the old town and fortress of Luxembourg (listed as a UNESCO World Heritage site) and a tour to the Mosel area, the Luxembourg wine region.

### **13.2016 AEHT Annual Conference in London (UK)**

The AEHT National Representative of the United-Kingdom and headmaster of the Docklands Academy London, Mrs Aysegul YESILDAGLAR, outlines some facts about London before presenting the draft program of the AEHT Annual Conference.

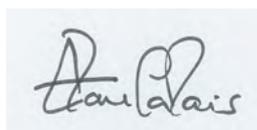
All participants in the event will receive an “Oyster card” upon arrival which will allow them to travel free of charge to the many cultural places in London.

National Representatives are kindly invited to inform Mrs YESILDAGLAR in case they know about any sponsorship opportunity that could help the organizers finance the event considering the high rates for accommodation and food in the British capital.

### **14.Date of the next Executive Board meeting**

The next meeting of the Executive Board will take place on March 10<sup>th</sup> – 13<sup>th</sup> 2016 in London (UK).

Diekirch, January 7<sup>th</sup>, 2016



Ana Paula PAIS  
AEHT President



Nadine SCHINTGEN  
AEHT General Secretary