

**MINUTES OF THE EXECUTIVE BOARD MEETING HELD IN
LISBON, PORTUGAL ON MARCH 6TH 2010**



Members of the Executive Board gathered on the stoop of the Lisbon Hotel School

1 Present:

COUNTRY/PAYS	Name/Nom
AEHT Head Office Siège de l'AEHT	KOMANICKA Natalia
AEHT Head Office Siège de l'AEHT	SCHINTGEN Nadine
AUSTRIA AUTRICHE	ENENGL Klaus
BELGIUM BELGIQUE	SIEBENS Herman
CROATIA CROATIE	BARANASIC Vesna
DENMARK DANEMARK	BECK Christian
ESTONIA ESTONIE	RAND Neeme
FINLAND FINLANDE	NIEMINEN Marit
FRANCE FRANCE	COLLINET Annie
GERMANY ALLEMAGNE	WEBER-POHL Sibylle
HUNGARY HONGRIE	SASVARI Akos
ICELAND ISLANDE	PEDERSEN Helene H.
IRELAND IRLANDE	O'HARA John
ITALY ITALIE	MERLONE Rinaldo
LATVIA LETTONIE	OZOLINA Silva LOCMANE Ilze
LUXEMBOURG LUXEMBOURG	ROBERT Louis
MACEDONIA MACEDOINE	NIKOLOVSKI Zoran
MALTA MALTE	ABELA Reginald
NORWAY NORVEGE	ANDREASSEN Stig BJORVIK Kjellk
PORTUGAL PORTUGAL	PAIS Ana Paula
RUSSIA RUSSIE	KAGAKINA Irina

COUNTRY/PAYS	Name/Nom
SLOVENIA SLOVENIE	SPEC Jana
SPAIN ESPAGNE	SOLA-MORALES Carmina
SWEDEN SUEDE	LARSSON Arne
SWITZERLAND SUISSE	GARTMANN Marc
UKRAINE UKRAINE	VOLKOVA Anna

2 Present by invitation:

Organising Team for the 2010 Annual Conference	REVES Paulo
	FREITAS Clara
	MOREIRA Ana
	NEVES João
Council of Elders	STEINDL Adolf

1. Introduction

After a short welcome and after thanking Ana Paula PAIS most warmly for agreeing to organise the Annual Conference a year earlier than planned, Klaus ENENGL proceeded with the meeting according to the published agenda.

2. Agenda for the Executive Board meeting

The agenda for the meeting was agreed unanimously.

3. Minutes of the Previous Meeting (Dubrovnik, November 19th 2009)

The minutes were unanimously agreed as a true record of the meeting.

4. President's Report:

- Youth in Action Project

At the end of November 2009 the AEHT had submitted to the European Commission an application for funding under the Youth in Action programme, which, if accepted, would enable the Association to improve its financial situation and to co-finance new activities. The outcome of the selection process would be published online in around two weeks time.

- 'Gastronomy for Peace' Initiative

To date the newly launched initiative had not been as successful as expected. Only the funds collected at the Dubrovnik gala evening and the remainder of the money from the previous

campaign were at present deposited in the bank account specially opened for this initiative, despite a reminder sent out on February 10th 2010 in English, French and Italian. The Presidium would like to hand over a sum of money that reflects our Association's size when they hold their meeting in Teramo in June; the Head Office would therefore once again inform the Executive Board and all the membership of its banking details, which are:

Account name:	AEHT – ‘Gastronomie pour la paix’
Bank name:	DEXIA-BIL
Account number:	IBAN LU62 0024 1508 3338 8300
SWIFT Code:	BILLULL

- AEHT Youth Parliament

The first version of the AEHT Youth Parliament for students aged 18 and over would be organised in Bad Ischl from October 26th to 31st 2010. It was hoped that 70 students would attend to present and debate subjects of Europe-wide interest, to take part in seminars and guided tours, as well as social, cultural and sporting activities. The number of places allocated to each country would be set according to the number of member schools in the countries concerned, and this would be announced in the official invitation to be sent out by the organisers after Easter. The deadline for applications would be the end of June. Participants would have to be fluent in at least one of the AEHT's official languages. This parliament would be based on the Model United Nations (MUN) which provides simulated plenary UN sessions for young people (according to Wikipedia, the Model United Nations provides a simulation of the United Nations which aims to educate participants in international negotiations, with the intention of promoting not only human rights but also skills in communication, international relations and diplomacy. Students participating in the Model United Nations take on the roles of ambassadors or foreign ministers and take part in simulated meetings of the UN's international sections). This initiative is a project led by students from the Bad Ischl school, assisted by their teachers. AEHT National Representatives are asked to promote this event among their national member schools, and to contribute to the national selection process. Each country would choose its own selection procedure, which would be centralised.

We would welcome any suggestions about means of making this event more interesting; any ideas should be sent to Klaus Enengl as soon as possible.

5. Report from the Vice-President responsible for Higher Education (Annie Collinet)

Over the previous few months Annie Collinet had worked closely with the Council of Elders on the organisation of a seminar on Higher Education which would take place on April 30th and May 1st 2010 in Chur in Switzerland (arrival on the evening of April 29th, departure on May 2nd). In January the AEHT Head Office had sent out an e-mail to member schools to sound out their interest in expanding the AEHT's activities in Higher Education, and particularly in organising a seminar addressing this subject. Around twenty schools had responded positively to the appeal; the first interactive workshop of this kind would be aimed at school directors, at colleagues responsible for levels five and six of Higher Education programmes, as well as at senior teachers. There would be a registration fee of €220.00 per person, which would include all board and lodging from April 30th up to breakfast on May 2nd. Chur is readily accessible, particularly by train from Zurich airport. The aims of the seminar are to draw up broad objectives, to compare the curricula and teaching methods

in use in the various participating countries, to analyse the types of subjects for final-year dissertations and the content of final examinations. The relevant documents would shortly be available on the website. Applications should be sent to the AEHT Head Office, with a copy to Marc Gartmann at the SSTH School, as well as to Adolf Steindl, member of the Council of Elders, who together with Jürgen Clausen will be conducting the seminar. The national representatives were requested to promote this seminar among their national member schools.

Switzerland had been selected to host the seminar because of its valuable experience and worldwide reputation in Higher Education. Furthermore, Switzerland had just introduced level five into hospitality education, and Marc Gartmann, Swiss National Representative and President of the Swiss Association of Hotel Schools (ASEH), would present this new programme at the seminar.

There would be another innovation at the Lisbon Annual Conference: the tourism management competition would be run in two different categories, one for students undergoing initial training, and a second version for those studying in Higher Education. In the second case the criteria for assessing language use and content would be more demanding. The final format for this competition, to be called 'tourism management', would be decided at the Chur seminar. For the first year, as a pilot, the competition would be run only in English. The participants would compete in groups of three, with a maximum number of six groups taking part. The contest would run over three days. The first day there would be a written multiple choice test consisting of questions on theory and on tourism marketing, or based on an article taken from the internet. On the second day the competitors would accompany the students taking part in the 'Presentation of a Tourism Destination' competition, when they go on their visit of a tourist attraction - probably the historic quarter of Lisbon – and/or take part in the presentation of a marketing aspect of a tourism destination. In the afternoon they would take part in group work. On the last day they would present a SWOT (strengths-weaknesses-opportunities-threats) analysis of a destination and of a marketing concept, mainly focusing on a positive and feasible strategy. If this pilot competition were successful, we planned to set up a new competition the following year in the area of 'Hotel Management', which would then run in the AEHT's two official languages.

6. Report from the Vice-President Responsible for Fixed Events (Louis Robert)

- Annual Conference

The efficient running of the Annual Conference is one of the main concerns of the AEHT's officers. Unfortunately in Dubrovnik the AEHT had been obliged to impose several exclusions because of failure to observe the competition rules. As prevention is better than cure, the Presidium had decided to fine-tune the registration system so that the following actions were automatically effected:

- Automatic refusal of registrations from two students from the same school for the same competition;
- Automatic blocking of any country's participation beyond 25% of the total places available in a given competition (this limit would be raised to 50% for the organising country, thus enabling it to fill all the available places if necessary);
- Teachers must state on the application form the subjects which they teach, so that they can be

appointed to a judging panel. In the past certain teachers spent all of their time in a judging panel, while others behaved as if on holiday. In future all teachers would be eligible for membership of judging panels (at least for a day), thus enabling everyone to take part in the excursions. Furthermore, by means of this arrangement the judges could be selected and contacted in advance;

- Participants must provide information about their level of linguistic ability. The minimum level required depends on the competition chosen (for example level A2 is required for practical competitions, level B1 for the reception competition, B2 for the management competition and for the presentation of a tourism destination);

NB the levels are those specified in the Council of Europe's Common European Framework of Reference for Languages (CEFR) as follows:

		A2	B1	B2
U N D E R S T A N D I N G	Listening	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.
	Reading	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.
S P E A K I N G	Spoken Interaction	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.
	Spoken Production	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
W R I T I N G	Writing	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.

The AEHT has neither the wish nor the resources to administer an online language test for 350 participants. It is the responsibility of school directors to make a judicious choice, and it is up to the National Representatives to urge schools to send only candidates who possess the required language levels. The European dimension of the Annual Conference means that the required minimum language levels need to be observed.

- Online registration would close two weeks before the Annual Conference. After this date schools would need to apply directly to the organisers, and if accepted would need to pay their registration fees in cash on arrival.

Members would be reminded of all of these rules in the next edition of the newsletter, and in a memorandum which would be sent to them by e-mail. Louis Robert thanked Neeme Rand and Ahti Paju for developing the new online registration system, as well as Asdis Vatnsdal and Romana Bauer (Helena Cvikl had been unable to take part) of the competitions committee who at the time of the board were meeting the team organising the competitions in October, in order to provide them with important advice.

- Christmas in Europe

The calendar for Christmas in Europe was as follows:

2010: Ponta Delgada, Azores, Portugal

2011: Semmering, Austria

2012: Bled, Slovenia

2013: Marseille, France.

7. Report from the Vice-President responsible for seminars and occasional events, for the publication of information on national education systems, and for EU Educational Programmes (Ana Paula PAIS, APP)

An updated version of the events calendar was distributed to the Executive Board, and it was pointed out that three events had had to be cancelled or deferred at the start of the year. Ana Paula Pais urged schools to offer an event only if they were certain that they could organise it. She also requested members to think of other subjects which could attract more people, thus reducing the risk that the event might be cancelled through lack of interest.

	EVENT
MARCH	
March - postponed to a later date in 2010	Seminar on ‘Dining with the population of Uragica - their gastronomy, culture, history, art and music, Oristano-Cabras, Sardinia (I)
March 4 th – 7 th cancelled	“In the West-Pomeranian land of fish flavours”- Seminar-workshop on Baltic fish, Kolobrzeg (PL)
March 25 th – 26 th	Competition ‘Il Piatto Verde-Theme: The Herbs of the Force’, Riolo Terme(I)
March 25 th – 28 th No AEHT grant requested	International Prize of Enogastronomy “Gioacchino Rossini Gourmet”, Loreto (I)

APRIL	
April 1 st	5th edition of the Bartender G&T Cup Competition, Bled (SLO)
April 8 th – 11 th	International Festival of Gastronomy: Sports and Health (Topic: Extrem sports), Faro (P)
April 13 th – 15 th	Bartolomeo Scappi competition (Pastry – cooking – bar – sommelier competitions), Castel San Pietro Terme (I)
April 14 th – 18 th	2 nd edition of the international competition on the typical gastronomy in the Teramo region, « Teramo in Tavola », Teramo (I)
April 29 th – May 2 nd	Seminar on Higher Education, Chur (CH)
MAY	
May	5 th competition for Hotel Receptionists and 3 rd competition in City tourism (Topic: mountains), Giulianova (I)
OCTOBER	
October 5 th – 10 th	AEHT Annual Conference, Lisbon (P)
October 26 th – 31 st	AEHT Summer camp, Bad Ischl (A)
October/November	Eurocup 2010 - Junior bartenders competition (17 th ed.), Prešov (SLO)
DECEMBER	
December 2 nd – 8 th	19th Christmas in Europe, Ponta Delgada, São Miguel Island, Azores (P)

8. Report from the Vice-President Responsible for Professional Placements (Bogusława Pienkowska)

Since Bogusława Pienkowska had been unable to attend the board meeting because of an important professional engagement in Warsaw, Klaus Enengl gave a brief presentation of the provisional list of teacher placements which Bogusława had just sent to the AEHT Head Office. As of March 6th 2010 the following offers of placements had been received:

AUSTRIA

No	HOTELS	PERIODS	DEPARTMENTS
1	Novotel Linz LINZ	from 23.08.2010 to 29.08.2010 or from 06.09.2010 to 12.09.2010	Restaurant
2	Mercure Grand Hotel Biedermeier VIENNA	from 15.06.2010 to 31.08.2010	Restaurant

FRANCE

No	HOTELS	PERIODS	DEPARTMENTS
1	Novotel Grenoble Nord GRENOBLE	from 02.08.2010 to 15.08.2010 or from 16.08.2010 to 29.08.2010	Reception
2	Novotel Lyon Bron LYON	from 05.07.2010 to 30.09.2010	Housekeeping Kitchen Reception Restaurant
3	Novotel Nancy Ouest NANCY	from 01.06.2010 to 30.08.2010	Commercial relations Reception
4	Novotel Orléans Saint Jean de Braye ORLÉANS	from 15.06.2010 to 30.09.2010	Housekeeping Kitchen Reception Restaurant Commercial relations
5	Sofitel Arc de Triomphe PARIS	from 01.09.2010 to 15.09.2010	Housekeeping Kitchen Reception Restaurant
6	Sofitel Le Faubourg PARIS	from 05.07.2010 to 09.07.2010	Reception
7	Novotel St Quentin Golf National SAINT QUENTIN	from 28.06.2010 to 09.07.2010	Kitchen Restaurant
8	Pullman Versailles Château VERSAILLES	from 26.07.2010 to 31.07.2010	Housekeeping Reception

GERMANY

No	HOTELS	PERIODS	DEPARTMENTS
1	Mercure München Neuperlach Süd MUNICH	from 01.07.2010 to 12.09.2009	Housekeeping Kitchen Reception Restaurant

SPAIN

No	HOTELS	PERIODS	DEPARTMENTS
1	Ibis/Etap Barcelona Viladecans BARCELONA	from 15.06.2010 to 30.06.2010	Housekeeping Kitchen Reception Restaurant

SWITZERLAND

No	HOTELS	PERIODS	DEPARTMENTS
1	Novotel Lausanne Bussigny LAUSANNE	from 15.06.2010 to 31.08.2010	Commercial relations Kitchen Reception Restaurant
2	Novotel Zurich City West Continental Zurich ZURICH	from 30.08.2010 to 03.09.2010 or from 06.09.2010 to 10.09.2010	Reception Restaurant

Placements would be allocated on the same basis as previous years. Further units would be added to the list in the coming weeks, and those interested were requested to consult the updated list of offers on a regular basis on our website.

Herman Siebens was disappointed that no units in Belgium were participating in the scheme. This was explained by the fact that ACCOR hotels were franchised businesses which remained independent in terms of whether or not to offer placements. He requested the AEHT officers to contact the ACCOR Head Office in Paris to ask them to put pressure on their franchised partners to change their minds and to consider accepting AEHT teachers on placement as part of their franchise contract. Annie Collinet pointed out that the ACCOR directorate would be obliged to negotiate this agreement on a country by country basis. Klaus Enengl promised to send an appropriate letter to the ACCOR Head Office.

9. Report from the Vice-President responsible for Promotion and for the AEHT Website (Neeme Rand, NR)

Klaus Enengl and Neeme Rand thanked Ahti Paju for his excellent work on the online registration system for the AEHT Annual Conference. This system had been created for the Kuressaare conference and had since been improved several times – 90% of the modifications suggested following the Dubrovnik conference had already been incorporated. The system was available free of charge to the organisers, who were now obliged to use it. The following week Neeme Rand would contact the Lisbon conference organisers to discuss the inclusion of the latest information necessary for the system's use in Lisbon. He suggested that schools should register as early as possible to guarantee a place, while subsequent changes were always possible, and data such as travel details could always be added later.

10. Report from the Treasurer (Hans Russegger, HR)

Hans Russegger had taken over the function of Treasurer in November 2009 following Klaus Enengl's election to the AEHT Presidency. The world financial crisis had had some repercussions on the AEHT, but had in no way provoked its financial ruin. The officers wished to retain reserves of €100,000 in order to see the AEHT through any financial crisis. At present the AEHT was still in receipt of an annual subsidy of €20,800 from the Luxembourg government; Hans Russegger expressed his gratitude for this, and hoped that payment of the subsidy would continue in the future. The surplus for 2009 amounted to around €7,600 taking into account a provision of €10,000 for dubious subscriptions (subscriptions which were due to the AEHT but which were likely not to be paid).

The invoices for the 2010 subscriptions would be sent out in two weeks time. In order to facilitate the management of the subscription payments (e.g. by having access to additional information on received bank transfers) Klaus Enengl had just opened an Austrian bank account into which in future all subscriptions would have to be paid. The Luxembourg account would remain open to receive any 'stray' subscriptions and for the payment of invoices by the AEHT Head Office in Diekirch (Luxembourg).

A. New Members

New members since the Dubrovnik Annual Conference in November 2009, who have already paid their entrance fee:

F 85-Prof Deglon SAS, Thiers
FIN 18 Keuda Vocational College, Järvenpää
I 156 Associazione Accademie delle 5T, Treviso
I 154 IPSSAR Giulianova
NL 30 Oostvaarders College Almere Buiten
NL 99-Prof: VacanSoleil, Eindhoven

Requests for membership received since the Dubrovnik Conference – invoices already sent out but payment not as yet received:

B 22 Hotelschool Hasselt

I 150 Cipas di Pastore Giancarlo, Gravellona Toce
I 152 IISS Luigi Einaudi, Canosa di Puglia (Bari)
I 157 IIS F. Bottazzi, Casarano
I 158 ISIS Castel Volturno

FIN 19 Savonia University Kuopio

TR 35 Hotel, Management and Tourism Vocational High School, Antalya
TR 36 Otelcilik ve turizm meslek lisesi, Zeytinburnu
TR 37 Otelcilik ve turizm meslek lisesi, Bulu

The AEHT had received further membership applications which had just been approved by the relevant National Representatives [IT-Media & Turismgymnasiet i Lund (S), Athena de Lausanne (CH), Lycée des Métiers Châteauneuf d'Argenton-sur-Creuse (F) et Zespol Szkol im. Jadwigi i Wladyslawa Zamoyskich de Rokietnica (PL)].

B. Exclusions:

Since payment reminders had only just been sent out, the AEHT would wait a while before declaring any further exclusions.

C. Resignations:

3 schools had resigned their membership since the Dubrovnik Conference:

1. I144 Crispiano
2. I99 Cicciano
3. CR20 Vis

Herman Siebens stated that a newly recruited Belgian school had not paid the 2009 subscription since it had been obliged to wait for the General Assembly at the end of November in Dubrovnik before the final confirmation of the school's membership. Thus paying an annual subscription for just one month's membership seemed to him to be unreasonable. As every new membership had to be confirmed by the autumn General Assembly, there appeared to be a structural problem, and Herman Siebens suggested that the AEHT should no longer request payment of the annual subscription for the first year of membership.

Hans Russegger quoted the House Rules, according to which a large proportion of member schools have the advantage of free membership in their first year:

'Any school whose membership application arrives after the General Assembly will be invoiced in the following year. However, if the new member takes part in any activities organised by the AEHT or under the aegis of the AEHT, between the General Assembly and December 31st, that member will have to pay the invoice before they participate; it is agreed that the member in question will be exempt from payment for the following year.' Klaus Enengl expressed the view that a flexible approach was needed.

6. Presentation of the Lisbon Annual Conference in 2010

In the AEHT's official calendar the 2010 Annual Conference was to have taken place in Poznan. However since the Poznan school's new building was not yet complete, they had requested that their place be taken by the Lisbon school and the 'Turismo de Portugal I.P.' agency – the national central tourism body responsible for promotion, improvement and sustainable development of tourism activity in Portugal. The coordinating team for the Lisbon Conference came to introduce themselves to the Executive Board: its members were Paulo Revés, Director of the coordination and management department of the 16 public Portuguese hotel schools; Clara Freitas, director of the Lisbon hotel school; Ana Moreira, in charge of curriculum and teaching; and João Neves, technical manager at the school.

The www.aehtlisboa2010.eu website was almost ready to go live; it would be in three languages – the AEHT's two official languages plus Portuguese – and it would be arranged under the following rubrics:

- conference
- competition
- participants
- media (a video presentation of the conference and of the city of Lisbon)

The programme had not changed much since it had been presented at the Dubrovnik General Assembly. There would be eight competitions:

- Culinary Arts competition
- Cocktail Bar competition

- Presentation of a Tourist Destination competition (for students undergoing initial training) and Tourism Management competition (for Higher Education students)
- Flambé competition
- Front Office competition
- Management competition
- Pastry competition
- Restaurant Service competition

All the competitions would be held at the Marriott hotel, except for the culinary arts and pastry competitions which would be held at the Lisbon hotel school. Nadine Schintgen asked for the programme to include a workshop on Higher Education to be run by Jürgen Clausen, intended to take forward the discussions held at the seminar in Chur and to discuss the Tourism Management competition to be held for the first time for Higher Education students. The programme would also include a workshop on Port and another on Portuguese cheese. The organisers would arrange all the transfers between the airport and the hotel. Throughout the Conference a shuttle bus would carry passengers every hour between the hotel and the hotel school. Many two- and three-hour excursions would be arranged within Lisbon, and three other excursions would take participants outside the city to the following destinations:

1. **Óbidos**, a city to the north of Lisbon which attracts many tourists on account of its well-conserved ramparts.
2. **Évora**, a fortified town built in the Portuguese golden age, filled with a rich history, from which it has retained many medieval and renaissance palaces, making the town into a museum of Portuguese architecture. The town's historic centre was declared a UNESCO world heritage site in 1986. It is located about 100 kms east of Lisbon.
3. **Fátima**, a small Portuguese town which is part of the city of Ourém in the Santarém district. Today it is the destination of a famous Catholic pilgrimage, becoming well-known in 1917 when three young shepherds claimed that they had seen the Virgin Mary on several occasions there.

The prices suggested by the organisers were €580 for students (sharing a two- or three-bedded room) and €720 for teachers, and the prices would all rise by 20% from June 15th; the meeting felt that these prices were too high. The Presidium suggested finding more sponsors, involving more Portuguese students, and choosing a three-star hotel for the students. Paulo Reves rejected the last proposal given that the Marriott Hôtel was one of the event's sponsors, so that using a different hotel would not have the effect of changing the prices. He promised to seek a means of lowering the prices and to try to match those charged at the Dubrovnik conference. Nevertheless he pointed out that this conference was taking place in a European capital during the month of October, the busiest month for conferences. Moreover, there were many low-cost airlines flying to Lisbon, which would reduce the overall cost per participant. Nadine Schintgen emphasised that it was important to charge the lowest possible rates to enable every European country, even the furthest and least prosperous, to have the opportunity to take part, thus ensuring the cultural mix and the European dimension essential to this event.

The Competitions Committee, which had just joined the Executive Board, recommended the same improvements to the organisation of the competitions as those already suggested by Louis Robert (limits on the percentage of participants per country, a check of competitors' linguistic levels, etc.). Nadine Schintgen reminded the meeting that no student from a given school is allowed to compete in

more than one contest at the Conference, in order to ensure a measure of equality among the participants. Arne Larsson expressed the view that, in the interests of fairness, an age limit should also be introduced for competition participants. Romana Bauer opined that such an age limit would be difficult to impose in view of the differences between many national education systems. Asdis Vatsndal pointed out that in principle competitors should be undergoing initial training (with the exception of the competitions aimed at Higher Education students), but that such a condition may have the result of excluding entire countries. Flexibility was therefore called for on the matter of age. Louis Robert suggested that the participants should be asked to state their educational level on the electronic application form. Furthermore, the introduction of an increasing number of competitions aimed at Higher Education students would in future reduce the impact of this problem for a lot of the contests. Herman Siebens expressed the view that the problem of language levels would continue because those selecting the participants were the same people who checked the language level – that is the school directors or teachers. Penalties would have to be imposed in order to obtain the required result. Louis Robert opined that since for the last two years the AEHT has been excluding students who do not observe the rules, things would gradually improve, especially since no school would like to see one of its students publically banned from a competition. A memorandum on this subject would be published in the next newsletter, and sent out again in March by e-mail to the entire membership.

Romana Bauer informed the meeting that the judging panels need to consist of five international judges, including:

- One judge from the organising school or institution;
- One professional judge from industry;
- Three teachers from AEHT schools.

It was essential to emphasise that these judges must all be fluent in at least one the AEHT's official languages. It would even be preferable for them to speak both the official languages.

12. Date of the Next Executive Board Meeting

Klaus Enengl thanked Natalia Komanicka for her excellent work as interpreter, and suggested that the meetings of the Executive Board should become increasingly interactive.

The next meeting of the Executive Board was scheduled for October 7th 2010 in Lisbon, Portugal.

Diekirch, March 12th 2010



Klaus Enengl,
President



Nadine Schintgen,
General Secretary