



AidInfoPlus is a nonprofit association governed by its statutes and Swiss law (Articles 60 et seq. of the [Swiss Civil Code](#)). Its headquarters are located in the State of Geneva at **AidInfoPlus, c/o Comptabilis, 2, av. Henri-Dunant, 1205 Geneva.**

Minutes of the Constituent General Assembly of AidInfoPlus 11 & 22 January 2016, Geneva, Switzerland

Considering that members of the international board could not be physically present in Geneva for the Constituent General Assembly, this meeting took place over the Internet using Skype. Because of the number of points of discussion on the agenda, it was held in two parts, on two separate days.

List of those present

<p>1. Dr Helene Rossert – USA / France - President 305 Nahant road, Nahant, Massachusetts 01908, USA T: +1 781 780 9921 M: +1 818 274 8329 hrbconsult@gmail.com</p> <p>2. Dr Glenn O'Neil – Switzerland / Australia – Vice-President Chemin Martinet 2c, Commugny 1291, Switzerland T: +41 22 776 6213 M: +41 76 325 6213 glenn.oneil@gmail.com</p> <p>3. Mr. Taufiqur Rahman – Bangladesh - Treasurer Ch. Du Ruisseau 1D, 1291 Commugny, Switzerland M: +41 79 854 9092 taufden@yahoo.com</p> <p>4. Dr Eric Comte – France - Secretary 884, Route du Mont Salève, 74560 La Muraz, France T: +33 4 50 39 16 42 M: +41 79 553 6238 eric.comte@cires.solutions</p> <p>5. Mr. Ian Noble – UK 9 Passage du Poteau, 75018 Paris, France T: +33 6 23 34 72 89 iannoble60@gmail.com</p>	<p>6. Mr. Mamadou Diallo – Guinea Abidjan Business Center, 7 Avenue Noguès, Plateau Abidjan 01, Côte d'Ivoire M: +2256447550 mdiallo.affairespubliques@gmail.com</p> <p>7. Dr Gemma Oberth – Canada C304 Mandela Rhodes Place, Wale Street, Cape Town 8001, South Africa M: +27 72 114 8819 gemma.oberth@gmail.com</p> <p>8. Mr. Pierre Barrot – France 19-21 Av. Bosquet, 75007 Paris, France M: +33 6 86 43 19 31 pierre.barrot@francophonie.org</p> <p>9. Mr. Rupert Simons – UK CEO, Publish What You Fund, Southbank House, Black Prince Road, London, SE1 7SJ, UK T: +44 (0)20 3176 2512 M: +44 (0)7920 846 658 rupert.simons@publishwhatyoufund.org</p> <p>10. Mr. Robert Bourgoing – Canada / France 38, Ch. de la Grange Rouge, 74560 La Muraz, France T: +33 4 50 94 32 66 M: +33 6 95 50 04 65 robert@bourgoing.com</p>
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Minutes

First part of the agenda - 11 January 2016

Start of the meeting: 14.00 Geneva time

End of the meeting: 16.00 Geneva time

Excused: None

Absent: None

Chairperson: Dr H el ene Rossert

Rapporteur: Mr. Robert Bourgoing

1. Welcome and review of the agenda

Robert Bourgoing, founder of AidInfoPlus (AI+), welcomed every board member and presented the agenda, as required by the Swiss Law for a constituent General Assembly. He briefly stated where the idea of AI+ came from and how it has evolved through time with the support of fruitful discussions with the board members.

2. Approval of the Statutes

The statutes that are based on standard requirements of the Swiss Law were reviewed and a few amendments were made to better tailor the needs of AI+. Clarifications were asked around the necessity of the auditor. It was also asked to confirm Comptabilis as the foster organization to have an address for AI+. Robert was asked to clarify these points rapidly and before the final endorsement of the statutes by the General Assembly on January 22.

3. Election of the Committee: President, Secretary and Treasurer

Were elected by unanimous votes

H el ene Rossert as Chairperson

Taufiqur Rahman as Treasurer

Eric Comte as Secretary

The 3 of them thanked their fellow board members for this vote of confidence.

4. Appointment of the Chief Executive Officer

Robert Bourgoing was unanimously elected as Chief Executive Officer (CEO) of AI+

5. Miscellaneous

Given the difficulties of holding a meeting via Skype with such a large group of people spread out around the world, the Board decided to reconvene in 10 days to have a chance to bring a few more clarifications to the statutes and to proceed with the agenda.



Second part of the agenda - 22 January 2016

Start of the meeting: 14.00 Geneva time

End of the meeting: 16.00 Geneva time

Excused: None

Invitee: Glenn O'Neil

Absent: None

Chairperson: Dr H el ene Rossert

Rapporteur: Mr. Robert Bourgoing

6. Approval of the Statutes (second part)

Robert Bourgoing reported back to the Board with his interactions with Comptabilis, a firm based in Geneva, specialized in guiding Non-Governmental Organizations. Comptabilis has accepted to be the host institution for AI+. In addition Comptabilis confirmed that it is not mandatory to hire an outside auditor given the current small size of the organization. The statutes were then unanimously endorsed by the Board.

7. Admission of a new Member

Robert presented Glenn O'Neil as a great addition to the composition of the Board. Board members had received and reviewed his bio and Glenn's admission as a board member was unanimously accepted.

8. Appointment of a Committee Member

Because of Glenn's assets for AI+ as a nascent organization, the Board decided to appoint him as Vice Chair of the Board. Glenn's appointment was unanimously accepted.

9. Election of the Auditor

Since Robert had just had the confirmation the day before that the auditor could be a Board member, the Board was not prepared to vote immediately. The vote occurred electronically on January 26, electing Pierre Barrot as the auditor of AI+. It was a unanimous vote of acceptance.

10. Membership Fees

It was unanimously decided that the 2016 membership fees would be of 10 Swiss francs.

11. Approval of the Business Plan

Robert Bourgoing, CEO of AI+, presented the business plan which had been shared with all board members more than two weeks before. Following that, Robert had one on one discussions of the plan with each member and then amended it with their input in a revised draft. The board saluted the tremendous effort put into this document. The Board advised the CEO that his number one priority would be fundraising for the months and years to come. In order not to overburden the budget it was also advised to outsource all the positions besides the CEO's in 2016. The Board was well aware that this document would evolve during 2016 and the years to come. The business plan was accepted by 7 votes in favour, 1 abstention.

12. Approval of the Draft Budget

Following the discussion on the business plan, it was asked that the Treasurer and the CEO make the necessary adjustments to the budget to be presented in the next few days to the Board for a vote. On January 26, the Board unanimously approved the 2016 budget.



13. Miscellaneous

The Board unanimously decided to create a Fundraising Commission composed of the Treasurer, the Vice Chair and the CEO. The Chair asked them to prepared terms of reference to be presented at the next committee meeting.

Decisions taken during the meeting.

- **Approval of the AidInfoPlus statutes**
- **Election of the committee: Helene Rossert, Chairperson; Glenn O'Neil, Vice-Chairperson; Taufiqur Rahman, Treasurer; Eric Comte, Secretary.**
- **Appointment of Robert Bourgoing as Chief Executive Officer of AidInfoPlus.**
- **Approval of membership fees set at 10 Swiss Francs.**
- **Approval of the business plan.**
- **Approval of the 2016 budget.**
- **Election of Pierre Barrot as the auditor of AidInfoPlus.**
- **Creation of a Fundraising Commission composed of the Treasurer, the Vice Chair and the CEO.**

eric comte

Dr Eric Comte, Secretary