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General Assembly | Meeting minutes

25 September 2025 – In person - Warsaw

Action	Owner	Deadline
Action Note		
1. Close the pending topics from previous Action list	SEC/DG	Before year end
2. Send Members the list of participants to the WG	SEC	Oct. 2025
3. Encourage members to attend WGs	Members	Mar. 2026
Congress 2025		
4. Attach the list of participants to the Congress to the minutes	SEC	Attached to the minutes
5. Develop a handbook for the Congress organisation	Presidium	Mar. 2026
6. Book extra-time to the next GA to discuss how to attract more people	DG & SEC	Mar. 2026
7. Send slides explaining FEST and strategy to BoD members before the cocktail	DG & SEC	Done
Vice-Presidency		
8. Publish new Vice-President name to the Belgium legal authorities	SEC	Dec 2025
9. Come up with names for future Vice-President of FEST. Send proposals on on-going basis to info@festassociation.eu	Members	At next GA meeting - Mar. 2026
Revision of the statutes		
10. Publish revised statutes to the Moniteur Belge	SEC	Dec 2025
11. Send revised statutes in bilingual version to members	SEC	Together with the minutes
Membership		
12. New members on trial membership to be proactively contacted and followed up with objective to keep them on permanent bases	DG & SEC	Continuously with start after the Congress
ETIM agreement		



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13. DG to finalize the agreement with ETIM with ambition to start the collaboration by 2026	DG	Before 2026
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Agenda points		
Decisions and action points	Who	Deadline

1.	<p>Opening + Competition Laws + Approval of minutes + Approval of agenda</p> <ul style="list-style-type: none"> - Meeting started: 16.18 CET - PT has received a proxy from BE. - General Assembly acknowledged the absence of CH, AT and the NL. - IT has joined online. Quorum has been reached with 10/13 votes. - Competition Laws acknowledged - Some members explained that, if the meeting invite was sent on time, the meeting documents were not, according to the Statutes (19 days instead of 20). Members agreed to continue this time, but that this should not be repeated. - Minutes approved - Agenda approved - President (DK) welcomed the participants to Warsaw and wished them a good meeting and a good event. - Action note was reviewed, with an emphasis that pending actions remained because of time constraint between March and September. - Director General (DG) encouraged members to continue to push to have participants in the working groups. Members asked for the list of participants to the different WGs. 	
	Close the pending topics from previous Action list	SEC/DG Before year end
	Send Members the list of participants to the WG	SEC Oct. 2025
	Encourage members to attend WGs	Members Mar. 2026
2.	<p>For information: Welcome to Warsaw Congress</p> <ul style="list-style-type: none"> - DK presented the numbers of the 2025 Congress and the programme for the next two days: <ul style="list-style-type: none"> o 112 onsite participants (125 including partners) o More than 25 participants online o 14 countries represented o 9 sponsors o 4 media coverage (2 from PL, 1 from UK, 1 from DE) - DK raised the issue that a lot of people had never heard about the Congress, and that there should be work done on distribution lists for the next one. The list of participants will be attached to the minutes. - Members agreed to put extra-time for the next General Assembly to discuss how to make the Congresses more attractive. - DK also explained the next Congresses shouldn't be under the responsibility of the President, but under the Director General. A handbook will be written for the next ones with explanations on how to do it. Members agreed. 	



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	<ul style="list-style-type: none"> - Members agreed having the Press attending was a great idea, but that it should be done much earlier next time and continued to be supported by press-releases before and after the Congress - DG explained how the Gala dinner would be organised as well, with some BoD members sitting with key sponsors. 		
	Attach the list of participants to the Congress to the minutes	SEC	Attached to the minutes
	Develop a handbook for the Congress organisation	Presidium	Mar. 2026
	Book extra-time to the next GA to discuss how to attract more people	DG & SEC	Mar. 2026
	Send slides explaining FEST and strategy to BoD members before the cocktail	DG & SEC	Done
3.	<p>For decision: Vice-Presidency</p> <ul style="list-style-type: none"> - DG explained she had to step down from Ashell, and therefore the Vice-Presidency of FEST at the end of June and that she temporarily took the role of DG until the end of 2025. That meant that a new Vice-President was needed to replace her and step in as President by the next General Assembly in March 2026. - The BoD put the name of David Juan Navarrete, President of the Spanish association, to become Vice-President. - Formal vote took place; Mr David Juan Navarrete (DJ) was unanimously elected Vice-President. Members applauded and congratulated David. - Members were asked to draw out names for the next Vice-President, and come with names for the March 2026 General Assembly. 		
	Publish new Vice-President name to the Belgium legal authorities	SEC	Dec 2025
	Come up with names for future Vice-President of FEST. Send proposals on on-going basis to info@festassociation.eu	Members	At next GA meeting - Mar. 2026
4.	<p>For decision: Statutes of the association</p> <ul style="list-style-type: none"> - DG presented the general idea behind reviewing the statutes, that was following last General Assembly - SEC read the proposed changes and answered questions. Statutes are written in Dutch and French, therefore English translation would be the non-official ones. An English version will of course be made available for members. - Open questions, ideas and remarks from the BoD were discussed, answered and closed. - Formal vote took place. All statutes were unanimously approved. - The General Assembly official decides to annul the previous Articles of Association and to replace them with the following Articles, in order to bring them into compliance with the new Code of Companies and Associations. - The General Assembly authorises William Coenraets, and any person from Cabinet Accounting and Tax Solution to take all necessary measures in relation to this decision of the General Assembly, including the signing of the forms to be published in the <i>Moniteur Belge</i>. 		
	Publish revised statutes to the Moniteur Belge	SEC	Dec 2025



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	Send revised statutes in bilingual version to members	SEC	Together with the minutes
5.	<p>Overview of finances</p> <ul style="list-style-type: none"> -Treasurer JN presented the actuals of the finances, with a projected benefit of €3,678.99 if all members pay they due fees, and with a projected benefit of the Congress of about €8,383.39 for FEST (see slides). -JN explained two associate members have yet not paid, namely Grohe & Vasco, but that FEST expected to push for them to pay. -Vasco was particularly questioned, as they still had not paid their fees for 2024 or 2025. -Treasurer also presented the plan for financing the next DG invoices; the plan is to have 5000€/month excluding VAT, and that VAT would be taken from the reserves (around €12,500). -DG underlined that the presentation is showing actuals. Objective for yearly budgets are always minimum a budget in balance. 		
6.	<p>Membership</p> <p>DG gave an overview of the membership situation. Ideal Standard (V&B) resigned in 2024 but will come back as associate members as of 2026. Kaldewei also resigned in 2024. Question mark was made on Vasco, as they have not paid their membership fees since 2024. Following the last GA in Frankfurt, it was decided that the suppliers sponsoring the Congress (Roca, Galmet and Resideo) would join FEST for a 1 year trial, starting 1 October 2025 and ending on 31 December 2026. GF also decided to rejoin FEST as associate members. Members strongly encouraged to push to keep those associate members for the future years.</p>		
	New members on trial membership to be proactively contacted and followed up with objective to keep them on permanent bases	DG & SEC	Ongoing with start after the Congress
7.	<p>Working Group</p> <p>DG presented what was achieved under the different WGs. While Sustainability has started to really work on messaging and positioning, particularly on the topics of Corporate Sustainability reporting, and on Water Resilience, she explained that the Master Data WG was almost starting. While the WG assignment paper has officially been agreed by the Presidium, some details are yet to be finalised with ETIM on ETIMxchange to reach an agreement. DG suggested to follow ETIM’s conditions for the agreement, to ensure FEST has an actual voice in the elaboration of the standard. Members discussed the importance of Master Data and the need for wholesalers to be at that table of negotiations. Members mostly agreed with DG.</p>		



Signed by:

Dobrochna Kasperek

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Signed by:

Kasperek

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	DG explained once this agreement is done, the work of the WG will officially start. Lastly, the website had completely been revamped, and will give access to everyone by hopefully the end of the year.		
	DG to finalize the agreement with ETIM with ambition to start the collaboration by 2026	DG	Before 2026
8.	Next meeting and closing President thanked all participants of the General Assembly and invited the BoD for a pre-cocktail drink with the sponsors at 18.30. Next meeting will be in MCE on 26 March 2026 Meeting closed: 17.45 CEST		

Attachments

- 1.01 Presentation from 25 September 2025
- 1.02 Participants list to the Congress
- 1.03 Participants list to the Working Groups
- 1.04 Approved revised statutes

List of participants

Dobrochna PELMA-KASPEREK	President – PL
Karolina HAGBERG-CHINELL (DG)	FEST Director General
Johan STEVENS (JS)	Past-President – PT
David JUAN NAVARRETE (DJ)	Elected Vice-President – SP
John NEWCOMB (JN)	Treasurer – UK
Achim LAUBENTHAL (AL)	DE
Mike TATTAM (MT)	UK (Observer)
Kim HOLST (KH)	DK
Magnus SIREN (MS)	FI
Tomasz BORUC (TB)	PL
Uwe NIEDERPRÜM (UN)	DE
Katarina SWAHN (KS)	SE
Samuel MICHEL (SEC)	Secretariat