



General Assembly Agenda | In-person meeting Thursday 26 March 2026 | 09.00 – 12.00 CET

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| 09.00 | 1. Opening and procedure <ul style="list-style-type: none">a. Code of Conductb. Tour de table and presentation of Marnix Van Hoe, FEST Director Generalc. Approval of 25 September extra-ordinary GA minutesd. Approval of agendae. Confirmation of presence and voting proxies |
| 09.15 | 2. For info: Financial report <ul style="list-style-type: none">a. 2025 financial report (incl. profit and loss overview), incl. Auditor's reportb. 2026 provisional budget |
| 09.40 | 3. For decision: statutory financial administration <ul style="list-style-type: none">a. Approval of the 2025 financial reportb. Approval to discharge the BoD over 2025c. Approval of the 2026 budget and membership feesd. Approval of the auditors for 2026-2027 budgets |
| 10.00 | 4. For decision: FEST Governance Structure <ul style="list-style-type: none">a. Vice-Presidencyb. Board of Directors nominationsc. Votes |
| 10.20 | 5. For information and discussion: <ul style="list-style-type: none">a. Membership and prospectsb. For Associate Membership approval: Haier HVAC Europec. Attracting new members |
| 11.00 | 6. For information: Secretariat report <ul style="list-style-type: none">a. First three months of DGb. WG Sustainability and prioritiesc. WG MDG and collaboration with ETIM |
| 11.40 | 7. For information: External activities |
| 11.55 | 8. AOB, next meeting + Closing |



Action	Owner	Deadline
Action Note		
1. Close the pending topics from previous Action list	SEC/DG	Done
2. Send Members the list of participants to the WG	SEC	Done
3. Encourage members to attend WGs	Members	Done
Congress 2025		
4. Attach the list of participants to the Congress to the minutes	SEC	Done
5. Develop a handbook for the Congress organisation	Presidium	Done
6. Book extra-time to the next GA to discuss how to attract more people	DG & SEC	Done
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	Done
9. Come up with names for future Vice-President of FEST. Send proposals on on-going basis to info@festassociation.eu	Members	Done
Revision of the statutes		
10. Publish revised statutes to the Moniteur Belge	SEC	Done
11. Send revised statutes in bilingual version to members	SEC	Done
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		
13. DG to finalize the agreement with ETIM with ambition to start the collaboration by 2026	DG	Done

