

**Minutes of the thirty-ninth Annual General Meeting of the Central Dredging Association, 17:30 hrs, 9 November, 2017, Ahoy, Rotterdam, the Netherlands**

**Present:**

**CEDA Board**

Polite Laboyrie, President, Witteveen+Bos, the Netherlands

Cees van Rhee, Secretary Treasurer

Johan Pennekamp, Vice-President

Claudia Flecken, Koos van der Geer, Wim Klomp, Peter de Looze, Daan Rijks, Frederik Roose, Will Shields, Jos Smits

**CEDA staff:**

**General Manager:** Anna Csiti (Minutes)

**Members and guests**

**1. OPENING**

On behalf of the Board of CEDA, Polite Laboyrie welcomed members and guests to the thirty-ninth Annual General Meeting.

**2. MINUTES OF THE PREVIOUS AGM (27 OCTOBER 2017, LISBON, PORTUGAL)**

These were accepted as true records of the meeting.

**3. PRESIDENT'S REPORT FOR THE YEAR 2016/2017**

Mr. Polite Laboyrie, CEDA President reported.

"Dear CEDA Members and Guests

We had a long and busy day, and as always, the time is short. In my overview of the year I will focus on some selected activities. For more detail I encourage you to browse our latest Annual Report of which we have some copies here. We also have a Newsletter which we produced for this occasion. It is the 2<sup>nd</sup> issue of our new hard-copy Newsletter which we publish this year in addition to our customary E-Newsletters.

I want to start where we have left at the previous AGM: In October we co-hosted a conference with the Portuguese Engineers' Association in Lisbon. With over 120 participants it was an outstanding success. I encourage you to check out the Special pages in the latest Annual Report.

In the CEDA News you received today you can see the CEDA organogram as it looks today. The Technical Commissions and the Working Groups under their respective remits are the CEDA content creators, generators.

The Environment Commission has been doing its excellent work over 25 years. This picture was made in front of the HQ of CEDA Corporate Member, Rohde Nielsen, which they visited during their recent meeting in Copenhagen, hosted by SWECO. CEC activities cover three main areas: Publications; Environmental policy work and Organisation of or contributions to workshops/seminars/conferences.

Currently there are two working groups operational under the CEC: Working Group on Beneficial Use of Sediment and Working Group on Seafloor integrity. You will hear about the work of the first one tomorrow. Seafloor integrity is one of the 11 Descriptors of the Marine Strategy Directive. However, the dredging community is still not familiar with this descriptor. The paper to be produced by the WG aims to fill in some knowledge gaps. You can read about both working groups in CEDA News. The Terms of References are being now finalised for two new Working Groups: Working Group on Guidelines for assessing and evaluating environmental turbidity limits for dredging operations and Working group on energy efficiency. Another great product of CEC this year is the *Deep sea mining information portal*. Read about it in the CEDA News or in the flier and check it out on the CEDA website.

Within CEDA, *the book* I presented some minutes ago also falls under the CEC. The Commission has been part of the production process from the very first minutes and the book bears their signature throughout. Not all of you will know that we are active at the London Convention, OSPAR and at EU groups dealing with Directives relevant to us such as the Marine Strategy and Water Framework Directives. We are grateful to our representatives in these bodies.

The Dredging Management Commission is the newest addition to the CEDA structure. I reported about their first meeting last year. The group got on work with enormous energy and enthusiasm. You received their first product the "Checklist on successful management of dredging projects", you will enjoy their other "product" the interactive session tomorrow, and you heard about two new products in the pipeline earlier today from Kathleen: The Working group on Effective Contract/Procurement Type Selection; Series of seminars on dredging technology.

We all know that attracting students into the profession is of paramount importance. Also of course we want a future for our organisation, CEDA as well. Young CEDA plays a key role in these efforts. You can't miss them here at the Dredging Days: they organised the participation of students; the Young CEDA Pitch Talks session; make sure you don't miss it tomorrow; and they assist with the app Q&A and the interactive session to ensure a smooth running.

The National Sections are essential part of the CEDA. They continued to organise interesting and engaging events and site visits.

There is so much more to say but I don't want your patience for granted. Just one more point. For a couple of years now we have a Communications Commission. They have produced the CEDA News and they create and co-ordinate our communications efforts to make sure that you are aware of useful resources, events as well as various professional groups you may like to join. **Because that's one of CEDA's biggest value: bringing dredging people together.**

Finally: I want to thank the many CEDA members – individual and corporate – who volunteered their time during the year. Look forward to working with you in growing our association and further promoting best practice and the dredging profession in 2018.”

#### **4. SECRETARY/TREASURER'S REPORT ON THE YEAR 2016**

Mr Polite Laboyrie reported for Prof. Dr. ir. Cees van Rhee.

“Ladies and Gentlemen,

I start my report with membership information.

##### ***Membership***

At the end of 2016, CEDA had 484 individual members including 17 students, 5 starters, 36 retired members and 10 lecturers at colleges or universities. Compared to previous year, this number is higher by 26 members largely due to the recruitment campaign of the UK Section. Unfortunately, this looks like a local peak, we expect that the 2017 number will be lower. The number of corporate members at the end of last year was 117, the year before it was 118.

##### ***Finances***

Moving on to finances, I would like to remind you that the consolidated financial statement of the year 2015 has been included in the AGM invitation.

##### ***Results of 2016***

The financial result of year 2016 is a negative result of € - 48,639. This is in line with the Board's financial planning, and the nature of our organisation. In a planned manner, we use the income generated by financially successful events - in this case WODCON XX and the previous Dredging Days to finance our activities.

##### ***Membership fees 2017***

In line with the CEDA Board decision endorsed by the AGM the membership fees are now annually indexed. Accordingly, the fees for next year will increase by 1.5 %.”

#### **5. REPORT OF THE AUDIT COMMITTEE**

Members of the Audit Committee for the financial year 2016 were:

Frans Lijmbach, Royal IHC -retired, The Netherlands  
Michel Nijs, Van Oord, The Netherlands  
Ben den Toom, Aquiferadvies, The Netherlands

Michel Nijs, Van Oord reported for the Audit Committee. The full written report is appended to these minutes.

Mr Nijs proposed to the meeting that the Board of CEDA be discharged of the financial responsibility for 2016. This was agreed unanimously.

Mr Laboyrie thanked the members of the Audit Committee for the excellent work that they had done on behalf of the members scrutinising CEDA's finances. The Audit Committee for the year 2016 was discharged.

#### **6. APPOINTMENT OF A NEW AUDIT COMMITTEE**

Mr Laboyrie informed the meeting that two members of the Audit Committee, Mr Lijmbach and Mr den Toom were available to serve one more year. Nicolas Hibert (DEME) volunteered as third member.

## **7. ELECTION OF BOARD MEMBERS**

Mr Laboyrie announced that according to the rota drawn up by the Board of Directors 6 members were due to retire from the Board in 2017.

- Miloud Abudib, Drapor, Morocco
- Michael Costaras (now DHI, Singapore)
- Claudia Flecken, Hamburg Port Authority, Germany
- Wim Klomp, Royal HaskoningDHV, the Netherlands
- Johan Pennekamp, Deltares, the Netherlands
- Daan Rijks, Royal Boskalis Westminster, the Netherlands
- Jos Smits, IMDC, Belgium
- Jan Vandebroeck, Société de Dragage International (SDI), France

All retiring members have agreed to stand for re-election. In addition,

- Mark Lee, HR Wallingford, UK accepted nomination by the Board for the next 4-year term.

There being no further nominations, all were elected by acclamation. Mr Laboyrie thanked the newly elected members, for their commitments and wished them success in leading the association to further great achievements.

## **8. ANY OTHER BUSINESS**

None.

## **9. CLOSING**

Mr Polite Laboyrie, thanked all participants for attending and closed the meeting.

## **CEDA audit committee book year 2017, report**

From: CEDA audit committee: Ben den Toom (Aquifer Advies), Nicolas Hibert (DEME), Frans Lijmbach (Royal IHC, retired)  
Date: 12-09-2018  
Status: Final

The main role and responsibilities of the CEDA audit committee include:

- to review the annual report and to check the integrity of the financial statements of CEDA : has the money been managed and spent in line with the budget and serving the purposes of CEDA.
- to review significant financial reporting: the books, bank accounts, etc. to determine the physical existence of figures in the ledger.

The CEDA staff, Anna Csiti and Yvonne Duivenman, assisted the audit committee in the above tasks.

The main significant findings of the audit committee in relation to the financial statements are:

- The statements of revenue and expenditure for the year 2017 show a result of €-/- 31.635, compared with a result of €-/- 48.639 for the year 2016. The Dredging Days were profitable.
- Major bank account balances in 2017 have been checked and the remaining bank account balances have been randomly checked. All were found to be correct.
- The annual report and balance sheets have been reviewed, and it was found that the money has been spent properly in 2017.
- Bookkeeping is accurate. There is a clear overview. A number of invoices and other documents were checked and found to be properly processed. Documents are filed as hard copy.

The committee had some questions and remarks:

- Policy non-paying members: the policy was to keep non-paying members one more year listed as a member. From 2017 non-paying members will be cancelled by the end of a calendar year. The number of non-paying individual members is decreasing slowly. The priority is to get more corporate members.
- Digitalisation of documents is recommended, also for reasons of security.
- The realisation of the webshop is delayed, the reason is not clear.

### **Conclusions**

The audit committee reviewed and checked the annual report and balance sheets. It was found that the finances were managed appropriately in compliance with the budget in 2017 and the bookkeeping was accurate. Therefore, the audit committee proposes to discharge the Board of CEDA from their financial responsibility for the year 2017.

On behalf of the CEDA audit team 2017,

Ben den Toom, Nicolas Hibert, Frans Lijmbach