

**PROTOCOL**  
**ANNUAL GENERAL MEETING AT STIFTELSEN TRONDHEIM INTERNATIONAL SCHOOL**

Date and Time: Tuesday 30 May 2017, 18:00

Place: School Gym

Address: Festningsgata 2, 7014 Trondheim

**Attendees**

Board members (ref THIS bylaws §6):

May Liz Bjørnevik Tho, Henrik Kierulf (absent), Tone Muthanna, Cathrine Skonhøft, Virginia Neilsen, Asta Håberg, Adlan Elmurzajev

Attendees: 25 attendees with voting rights

**1. Opening**

The meeting was opened by the Chair of the Board May Liz Bjørnevik.

**2. Appointment of**

- a. Meeting Chair- Philip Ringrose is appointed and accepted by the AGM.
- b. Secretary- Kanako Mori is appointed and accepted by the AGM.
- c. Two tally delegations- Sima Haddadin and Kjersti Holmvik are appointed and accepted by the AGM.
- d. Two meeting attendants to countersign the protocol: Ute Mann and Erik Skogen are appointed and accepted by the AGM.

**3. Approval of Meeting Call and Agenda**

The meeting call and the agenda is approved.

**4. Annual Reports**

a. **Board of Directors** – the Chair of the Board May Liz Bjørnevik Tho  
The report was presented by May Liz Bjørnevik Tho and accepted by the AGM.

b. **Administration & Curriculum** – Head of School Agneta Amundsson  
The report was presented by Agneta Amundsson, MYP coordinator Virginia Neilsen and PYP coordinator Hope Steen and accepted by the AGM.

c. **Finance** – Business Manager Christine Østerlie  
The report was presented by Christine Østerlie and accepted by the AGM.

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**5. Received suggestions to the Annual General Meeting**

No suggestions were received from the AGM.

**6. Approve guidelines for board compensation (Appendix 1)**

The motion 1 was approved unanimously by the AGM.

The motion 2 was debated but no agreement was reached and the motion was not taken to a vote. It was pointed out the the BoD already has authority to authorize extra work if necessary, but that detailed guidelines for extra compensation for board members would need to be agreed at a future AGM.

**7. Election of Board members**

Adlan Elmurzajev is excused from continuing as a Board member due to moving to another country. Asta Håberg is continuing as her term.

The candidates for the Board suggested by the Nomination Committee are;

1. Lars Melkevik as Chair of the Board (2 years)
2. Øyvind Fries as Vice Chair of the Board (2 years)
3. Aase Müller (3 years)
4. Marte Løvik (3 years)
5. Linda Haugen (3 years)
6. Virginia Neilsen (re-election for one more year).

On enquiry from a parent regarding potential conflicts of interests between preschool and school Board tasks, the nomination committee informed the AGM that Lars Melkvik would resign from his current preschool Board position, if elected as a school Board member.

The voting was conducted by the ballots.

For: 25

Blank: 0

Against: 0

All the suggested candidates were elected unanimously by the AGM.

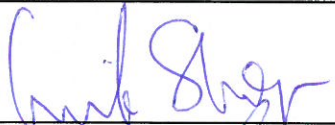

**8. Other business**

Knut Erik Beyer-Arnesen, This's contact person from Abelia was invited to give a speech to the AGM. He provided the presentation to the AGM.

**9. Summary & Closure**

The meeting adjourned 20:40.

30. 05.2017

Signatures for the approval of the protocol	Date
Erik Skogen co-signatory/meeting attendee	 15/6-17
Ute Mann co-signatory/meeting attendee	 12 June 2017

