**Minutes of the one hundred and twenty one meeting of the Executive Committee of INTERLEGAL held on 11 February 2016 by telephone conference**

Present: Ádám Boóc – *President*

João Paulo Menezes Falcão – *Vice President*

Emmanuel Reveillaud - *Treasurer*

Steffen Lorscheider – *Secretary*

In attendance: Colin Russell

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| *No.* | *Agenda Item* | *Action* |
| 1. | *APOLOGIES FOR ABSENCE*  None. |  |
| 2. | *APPROVAL OF THE LAST MINUTES*  The minutes of the last meeting were approved. Steffen would send it out to the members. | *Steffen* |
| 3. | *THE WEBSITE AND VIDEO*  Colin reported that the amended application form and fee information have been included as discussed. Four companies had submitted offers for the implementation of the SEO project and Colin would work out a short list. The decision on was planned for the New York meeting. | *Colin* |
| 4.  4.1  4.2  4.3  4.4 | *MARKETING*  *President’s Report* – Adam would prepare a President’s Report in the middle of March.  *Newsletters* – The newsletter for February was outstanding and Colin would follow up with this. The newsletter for March newsletter would be from Jeremy Shulman (UK).  *Marketing Committee* – João Paulo had drafted a short description of how to clarify the responsibilities and the coordination of the Marketing Committee and the Executive Committee. The draft was discussed. It was agreed to discuss it first with the chairman of the Marketing Committee in New York.  Specialist Groups - João Paulo reported that Augustina would not be able to attend meetings up to the end of 2017. He proposed to elect an interim head of the specialist group headed by Augustina. Presentations for the New York meeting have been registered by Robert Ladislaw from Solomon Blum Heymann LLP and Caroline Berube from [HJM Asia Law and Co LLC](http://www.interlegal.net/hjm-asia-law-and-co-llc). | *Adam*  *Colin*  *João Paulo*  *João Paulo* |

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| 5. | *IBA CONFERENCE – WASHINGTON*  It was agreed that following the expiration of the registration period the attendance lists should be studies to find out potential candidate firms with their representatives. | *Colin* |
| 6.  7. | *NEW MEMBERS*  *Egypt* – Colin had not received any answer regarding the New York meeting attendance. He would contact the responsible partner of the firm again and ask for a confirmation.  *Cyprus* – This firm had informed Colin that they would not come to the New York meeting but intend to come to Barcelona.  *Serbia* – This firm had confirmed to come to New York and attend the meeting there.  *Nigeria* – This firm had confirmed to attend the New York meeting but not yet lodged a formal application. Colin would ask for sending the application in due time before the meeting.  *Bulgaria / Ghana* – Colin had not received any contact details and asked Nikos Margaropoulos for that but was still waiting for a response.    *FINANCE*  João Paulo proposed to elect a new auditor according to Article 10 Sub 1. of the Articles. Gabriele Brand had been elected but following the term of 2 years a new election would be necessary. Emmanuel raised the question whether an auditor from the Swiss jurisdiction would be appropriate because according to Article 10 Sub 1. of the Articles the auditor shall verify that the annual accounts are faithful to Swiss law. Emmanuel would ask Christian for his opinion on that. | *Colin*  *Colin*  *Colin*  *Colin*  *Colin*  *Emmanuel* |
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| 8. | *TENDERS*  There was nothing to report. |  |
| 9. | *EURAAUDIT*  Adam had not received any response to his email sent to Klaus Kuchenbuch. He would send a reminder and invite members of the EuraAudit network to the New York meeting. | *Adam* |
| 10. | *INFRINGEMENT OF TRADEMARK*  There was nothing to report. |  |

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| 11. | *MEETING IN NEW YORK*  João Paulo reported on several discussions with some members who were surprised by the amount of the fee for the New York meeting. It was agreed that this should be discussed with the members in New York. João Paulo proposed that a potential host would have to present a budget when he offers to organise a meeting. | *João Paulo* |
| 12. | *UIA*  There was nothing to report. |  |
| 13. | *FICAC*  Adam informed the Executive Committee that the draft of the agreement with the FICAC networks had been accepted by FICAC. This had to be put on the New York meeting agenda and this agreement could be signed there together with the representatives from FICAC. | *Adam* |
| 14.  15. | *EXECUTIVE COMMITTEE ACTION PLAN*  João Paulo would prepare the first three drafts of the documents mentioned in the Action Plan for the New York meeting.  Adam would ask some members of the network for their opinion on an engagement of the respective past president to serve on the Executive Committee for a certain period of time after the term of his presidentship has expired. Steffen proposed that this could be helpful in regard of the implementation of the Action Plan. Adam would report on the responses and ideas he would receive from other members.  *OTHER*  Adam had drafted a sample certificate for member firms which was approved. Steffen suggested to sign them in New York and to hand them over to the members personally there.  Adam had been contacted by a firm called iLex which would like to present their legal related products in New York. Steffen was concerned about the consequences and it was discussed whether the network could offer a sponsorship or something similar to that firm. It was agreed not to invite them to New York but to discuss this possibility there and to invite them to Barcelona if approved. | *João Paulo*  *Adam*  *Adam*  *Adam* |
| 16. | *DATE OF NEXT MEETING*  The date of the next meeting was 01 March 2016 at 10:00 a.m. (CET).  Suggestions for the agenda should be circulated to the President at least 7 days before the meeting and copied to the Secretary. | *All* |

Steffen Lorscheider

23 February 2016