



General Meeting
ESU – Europäische Stanzform Union e.V.
Friday, 16th September 2016
at Bobst Competence Center in Mex, Route de Faraz 3, 1031 Mex/Schweiz

Agenda

Opening and registration: 8:15 a.m.

Start of meeting 8:30 a.m.

- 1) Opening and Welcome (Marco A. Siepi)
- 2) Confirmation of quorum and number of present members (Harald Stangenberg)
(Remark:
The General annual meeting has a quorum if half of all members entitled to vote and/ or their representatives are present. If the General Annual Meeting does not have a quorum at the appointed hour, the General Annual Meeting shall take place 30 (in words: thirty) minutes later with the same agenda. The meeting shall then have a quorum regardless of the number of those who are present.)
- 3.1) Confirmation of the agenda and/or agenda items modified
- ~~3.2) Election of the Election Committee~~
- 4) Acceptance of the minutes of last meeting in Luxembourg 18/09/2015
(already published in the ESU MAGAZINE December 2015- page31-42
and ESU Website)
- 5) Executive Board progress report (Marco A. Siepi)
- 6) Regional reports
Germany (Dr. Dietmar Hesse)
France (Patrice Duponchel, Patrik Gil)
Italy (Giambattista Franco)
Switzerland (Rolf Styner)
- 7) Cash report 2015 and budget plan 2016/2017 (Marcel Tigchelaar)
- 8) Cash audit report by Manuela Jakob and Hendrik Berger
and application for to give release of the Executive Committee
from responsibility for management within last period
- 9) Election of new Third Chairman, cashier and secretary (Re-election possible)
- 10) Determination of the location and date of the next Ordinary General Meeting
Proposal: Luxembourg, LUXEXPO, am 15th September 2017
- 11) Miscellaneous

signed by Marco A. Siepi

signed by Harald Stangenberg

Buchen, June 2016, Start-time changed! Because according to the registered number of members will not be a quorum in the meeting at the announced time and we have to wait 30 min for start!

signed F.Hogrefe/ 15-August-2016



Minutes of the ESU /EDA General Meeting at Bobst in Mex, Switzerland on 16 September 2016

(Replenished on 9th November for publication in ESU Magazine 4-2016 and in ESU website)

- 1.) **Welcome and opening of the meeting** by Mr. Siepi, the 1st Chairman of ESU, at 8.45 a.m.
Many members from different countries had come to attend the General Meeting. The reports were placed on the chairs in English as handouts. Mr Siepi expressed his sincere thanks to Bobst company for the invitation and the possibility of holding the Board Meeting at their premises.
Further he thanked the Suisse Section for their commitment to make this event at Bobst company possible and for supporting the social program.
(Verbatim see ESU Magazine issue September 3-2016 – page 37)
Finally he passed the chairmanship of the meeting to Dr Hesse.
- 2.) **Determining the presence of a quorum and the number of voting members.**
After a period of 30 minutes Dr Hesse determined the quorum of the meeting with 40 members with voting rights.
- 3.) **Approval / Changing the Agenda**
(published in the ESU MAGAZINE page 37+ 38 in the 2016 June edition).
Changes have not been submitted. The agenda was unanimously approved – as published.
- 4.) **Approval of the minutes of the recent meeting in Luxembourg on 18 September 2015**
(published in the ESU Magazine, December edition 2015 and on the ESU website)
The minutes were unanimously approved.
- 5.) **Activity Report of the Executive Committee (M.Siepi)**
(Verbatim see ESU Magazine issue September 3-2016 – page 17-18
and enclosed as Annex 1- at the end of these minutes)
- 6.) **Activity Report of the Regions**
 - Report from Germany (Dr Hesse)
Dr Hesse reported that in 2015 the main task of FDS was the completion and publication of ESUpedia. He again thanked all participants.
Due to some enquiries we think about publishing the ESUpedia in additional languages, i.e. in English, French and Italian.
Furthermore Dr Hesse introduced Mr Daniel Reucher as the future contact person in the ESU- and FDS Administration Office, Mr Reucher could take over the tasks from Mr Hogrefe in the future.
 - Report from France (Mr Gil)
(see Annex 2)

- Report from Italy (Mr Giambattista)
(see Annex 3)
- Report from Switzerland (Mr Styner)
(see Annex 4)

7.) **Financial Statement 2015 and Budget 2015, presented by Marcel Tigchelaar**

The profit determination for the European Diemaking Association – available in the ESU Magazine 2-2016 – records a loss of 50,293.13 €

He also recalled his reports on the occasion of the General Meeting last year: „The advance payments made by the exhibitors in 2014 for the Technology Forum 2015 showed a minus of 35,000 € in 2015! “

In 2014 on the occasion of the General Meeting you have already approved the budget 2015 with an expected minus of 53,000 €

The contributions for 2015 paid by the members = **about 44,000 €**

were about 3,000 € higher than in 2014! Partly due to outstanding contributions from 2014!

Because of the increased contributions as of January 2016, he expects contributions of about 48,000 € in 2016.

The **current number of members with 141** (update May 2016-without valid member registrations of CH and F) totally amounts **minus five members compared to 2015!**

Accordingly there are in our Association **ESU 88** (2015: 91) **diemaking producers and 56** (2015: 59) **suppliers, 3 of them are represented with dual status.**

The Technology Forum 2013 closed with a plus of 20 T€ with revenues of 105 T€ and expenditures of 85 T€

The total result of the **Technology Forum 2015 as of 2014 and 2015** showed revenues at the amount of 120,864 € and expenditures at the amount of 108,029 € **result: plus 12,800 Euro**

So much regarding the positive figures; as far as the negative figures are concerned, it is the **General Meeting** which we realize again and again. In Hannover it was an amount of 11,000 € in 2014, in 2015 there were revenues of 9,440 € and expenditures of 26,000 € i.e. despite the cost distribution for the dinner (only 1 participant/member free!) it is a charge for the budget of 16,500 EURO!

The **ESU MAGAZINE** is well positioned!

with a plus of 11 T€ in 2015 (34 – 23 T€),

even if the staff costs (9 T€) of the Administration Office are not taken into account.

The costs for the block **Administration Office including personnel-, travel- and administrative costs** are listed in 2015 with a total of 68,000 € Rental fees of 1,800 € are still left out. The increased costs of 5,000 € for the Board Meetings and the travelling costs approved by you in 2013, is reflected in the budget with 6,300 €

| Determination of taxable income by SJS | | Financial year 2015 Euro | Financial year 2014 |
|---|--------|---------------------------------|----------------------------|
| A.non-profit sector | profit | 33,787.69 | 37,125.42 |
| B.asset management | loss | 1,767.83- | 2,567.26- |

| | | | |
|------------------------------|-------------|-------------------|-------------------|
| C. special purpose business | loss | 6,301.64- | 4,402.74- |
| D. commercial business | loss | 76,011.35- | 12,152.84- |
| E. association result | loss | 50,293.13- | 18,002.58- |

| ESU-accounting/ 9/5/16 | SJS-determination Of taxable income/ 22/03/16 | Account statements of other accounts |
|---------------------------|---|---|
| 31/12/2015 | 31/12/2015 | In comparison to accounting |
| 769.44 € | 769.44 € | 00940 Postbank |
| - 68.92 € | - 68.92 € | Transitory items revenues |
| 57,232.57 € | 57,232.57 € | 00950 time deposit-savings account VR-Franken |
| 10,174.73 € | 10,174.73 € | 00955 money market account VR Franken |
| 45,66 € | 45.00 € | 00028 EDV-Software IGE |
| 12,00 € | 3.00 € | 00335 other assets |
| | 799.67 € | Tax on advance payments 4th qu. 2015, provisional calculation |
| 504.67 € | | depreciations |
| - | | |
| 119,248,95 € | - 119,248.62 € | 09000 carryforward balance minus |
| - | | |
| 50.578,80 € | - 50.293,13 € | Buchen, 22/03./2016 |

| 7. Budget 2015 | 2016 | 2016 updated | 2017 |
|--------------------|--------------------|---------------------|--------------------|
| | | originally -33,300€ | |
| Approved GM 2014 | for approval GM 15 | for approval GM 16 | GM 16 |
| revenues 112,000 € | 93,600 € | 112,000 € | 194,500.00 € |
| expenses 165,000 € | 126,900 € | 126,000 € | 191,300.00 € |
| loss 53,000 € | loss 33,300 € | loss 14,000 € | surplus 3,200.00 € |

The financial statements as well as the budgets have been unanimously approved!

8.) Report of the cash auditors, by Mr Berger

The cash audit was on 1st June 2016 from 12 noon to 5 p.m. after the FDS cash audit at CCD Center in Düsseldorf on the occasion of DRUPA. Mr Tigchelaar as ESU treasurer, Mr Hogrefe as Business Manager and Ms Manuela Jakob (for FDS- and ESU cash box) and Mr Berger (FDS-and ESU-cash box) as cash auditors.

Mr Hogrefe had submitted the following documents for the cash audit:

- Account books with income and expenditure account 2015
- Statement of accounts Postbank – current account
- Statement of account time deposit savings account Volksbank Franken
- Journal 2015 of 9 May 2016
- G/L accounts 2015 of 9 May 2016
- Revenue-surplus accounting of 9 May 2016

The compilation report regarding the ESU determination of income under Section 3, paragraph 4, EStG of 1st January 2015 was also available, provided by SJS Schwierer Jansen Scherer GmbH, Auditing Company – Tax Consulting Company in Cologne dd. 22 March 2016.

The files have been neatly arranged and kept correctly by Mr Hogrefe. Balance sheet amounts at the opening and close of accounting were checked against the statement of accounts. Vouchers were examined on a random basis, in particular with reference to the allocation to the respective area (commercial or non-commercial area). Mr Hogrefe answered the queries regarding budgetary positions, account postings and vouchers satisfactorily and clearly. No irregularities have been detected.

The preliminary annual results for the year are disclosed with a loss of 50,293.13 €

It corresponds to a large extent to the approaches and the budget 2015, approved on the occasion of the General Meeting 2014 with a loss of 53,000 €

SJS discloses for the Association a profit determination with a loss of 50,293.13 € which corresponds up to a difference of 285.67 € with the files and final figures submitted at the cash audit. The difference of minus 285,67€ results in tax differences at the end of the year.

The annual financial statement as well as the budgets were approved with one abstention!

The Board was unanimously discharged.

9.) **New elections**

The 3rd Chairman, the Treasurer and the Secretary had to be elected.

Election of the 3rd Chairman:

Dr Hesse asked for suggestions from among the members.

As there were no volunteers for the position of the 3rd Chairman, the Board Meeting has been interrupted for five minutes. After the break Mr Martin Rönngard (Sweden) volunteered to assume this position.

Mr Rönngard was unanimously elected 3rd Chairman for two years and accepted election!

Dr Hesse suggested the re-election of Mr Tigchelaar for the position as Treasurer.

Mr Tigchelaar was unanimously elected for further two years and accepted election.

Election of the Secretary

For the position of the Treasurer Dr. Hesse suggested the re-election of Mr Stangenberg who was elected for further two years. Mr Stangenberg accepted election.

After that the elections were finished.

The Board consists of:

| | | |
|---|--------------------|---|
| 1st Chairman. | Marco Siepi | born on. 25/03/1962 Via Dell'Armonia 92, I - 24058 Romano di Lombardia (BG) |
| 2 nd Chairman. | Patrik Gil | born on 19/08/1975 Route de Taulignan, F - 84600 Valreas |
| 3rd Chairman | Martin Rönngard | born on 20/01/1981 Pärönträdsvägen 20, 239 42 Falsterbo Sweden. |
| Treasurer | Marcel Tigchelaar | born on 22/04/1969 De Boeg 8, NL-9206 BB Drachten |
| Secretary | Harald Stangenberg | born on 13/01/1964 Im Kimpel 16, 45219 Essen |
| Last leaving 1st Chairperson of the Executive Committee (According to ESU Rules §14) | | |
| | Dr. Dietmar Hesse | Speaker of the Advisory Board |

**10.) Approval regarding the determination of the venue and the date for the next ESU General Meeting 2017
suggestion: Luxembourg, Luxexpo, on 15 September 2017**

The suggestion was unanimously accepted.

11.) Miscellaneous

In this respect there were no further comments/requests.

1st Chairman, Marco Siepi

Secretary, Harald Stangenberg





Foto ESU-M.Reucher



Foto ESU M.Reucher



Foto ESU M.Reucher

Annex 1



Annual report of the ESU Executive Committee By Marco Siepi -1st Chairman

The executive board has met several times during this year to discuss and deliberate about the financial asset of our association, the renewal of the Operational Administration, the set up of the Technology Forum 2017 and today's annual meeting.

Given its extreme importance, the renewal of our Operational Administration has kept its board members busy with many meetings.

An efficient and trustworthy Operational Administration is indeed necessary to guarantee a smooth daily work-flow and allow the board to carry out its control and management duties at best.

As you might be well aware of, Mr. Hogrefe is supporting us during this transition period, but it was necessary to find a collaborator able to inherit his role, his know-how and his ability, so as to offer continuity to our association.

That is why I would like to introduce to you Mr. Daniel Reucher, that has been selected by the board to cover such delicate role, also because of his experience in managing other associations.

To cut the inevitable costs and ease the board members from Germany, France Holland, Switzerland and Italy, we decided to work via videoconference, and such solution worked out very well.

Working via videoconferences in the future will allow an immediate way of direct communication and will enable the board committee to meet virtually and face future queries in a fast and efficient manner.

The organization of the Technology Forum 2017 has been assigned to Cretschmar, a field expert that has already cooperated with us in the past and that will take care of the management of the Trade Show events of our association in the future, too.

The Technology Forum 2017 will be held at Luxepo in Luxemburg, and it will be the only Fair Trade in our business field. This way, it will involve 170 companies and over 400 visitors from 31 European and Non-European countries.

We have also considered the chance to organize the Technology Forum in other locations, as some members suggested, but the optimal geographical setting, the closeness to a nearby international airport, and the logistics offered by Luxemburg trade fair organizations persuaded us to organize longer future editions by means of a feasible location change.

Last but not least, we must mention the brilliant work carried out by FDS, that, by means of the compendium offered to all members, provided us with a one-of-a-kind vademecum.

The treaty is available only in German at the moment, but, as we had several requests to translate the files in English, we are considering the feasibility of this solution with the FDS.

One year after I was put in charge of the Presidency of ESU Europe, I am compelled to thank all the colleagues of the advisory board for the great work carried out for our association's sake. In particular I would like to thank the bursar Marcel Tigchelaar and the secretary Harald Stangenberg .

I am going to underline the need to make our association evolve: we need to face both the hard actual situation, both future challenges with the involvement of all operators in our field, ranging from dieboard producers to suppliers of goods and services, to offer everyone a broader perspective and make room to more and more innovative scenarios.

Thanks everyone
Marco A.Siepi

Annex 2

Report from ESU France

Patrick Gil

The French association has maintained its number of members since last General Meeting. This is a satisfaction as we can see, each year, that some diemakers disappear.

We decided, this year, to give a new direction to our association by signing a partnership whit the National Cardboard Converters Federation. It allows us more human and operational resources by dedicated people. Our association pays a quite important amount of money for all these services, but the first results seems to be positive : we have a full access to :

- a team of assistants
- buildings in the heart of the Capital for our meetings
- some specialists in different technical field like law, trainings, human resources, technical standard, etc...

Our first action should be the creation of trainings for young people, that we'll need in the coming years. Effectively, we need to make our job attractive and a close partnership with the Converters Association looks very helpful.

This services have a cost and we plan to measure if it's profitable or not at the end of 2016.

Regarding the French market, we can note that it is remarkably stable. The business finally looks not to bad in terms of invoicing. But margins are still at a low level and investments are not in good conditions since several years. Finally, the pressure on prices is still the key factor in our industry, even dieboards become more and more technical.

Thank you

Patrick Gil

Annex 3

Report from ESU Italy Giambattista Franco-President

Dear colleagues,

as President of the Italian diemakers' association I wish first to thank Bobst for hosting us today in its headquarters and Esu Europe for creating once again an opportunity for meeting and sharing the latest news and experiences and let me extend to all of you're the greetings of our Italian members. Esu-Eda Italy is still a small association, in consideration of the scant figures of our sector. We are 10 diemakers, including founders and ordinary members, 4 supporting members and one honorary member.

It is a fact we are aware of that all industry sectors are slowly leaving behind a difficult period. The recovery is perceptible and last year the production volume increased additionally, in spite of the permanency of a few disturbing issues, such as the erosion of margins and shortened delivery times: nothing to worry about but signs of an evolving and more stimulating market, in which we need to be competitive, facing new challenges with innovative methods and positive attitude.

I believe that the purpose of our associations is to raise awareness and bring up new ideas. The yearly Esu Eda Italy conference, that usually takes place alongside the general assembly, is devised to this purpose and we usually call one or two lecturers, who does not have to belong to our sector, in order to provide a different experience and point of view. In 2013 we welcomed a marketing and business relationships expert, collaborator of the University of Bergamo, who spoke about the potentialities and advantages of business networking. During our general meeting, that this year took place in Dusseldorf during Drupa, we have verified that the input provided three years ago had a follow-up and was put into practice. It turned out in a small network involving three Italian companies and developing some interesting strategic collaborations. I would say that this is a sort of revolution for traditional sector like ours. The project has just started, but courage and spirit of initiative must be acknowledged and prized. We are planning a meeting or a conference call for our associates to give them the opportunity to ask for further information and clarifications about this project. As far as I'm concerned I'm sure that this is the future, that an ongoing collaboration whilst preserving individually each own characteristics, is the right way to grow, overcoming the smallness and limitation complex that afflicts so many SME that are the large majority in our country.

Let me thank you the Esu EDA Italy board for the support to all our associates and the Italian companies which are here today in BOBST. Eventually let me give a special thank you to Esu Europe board and Mr. Hogrefe for their constant support and my friend Marco Siepi for his excellent job as President of Esu Europe and for giving me the opportunity to speak about our view of the future to our European colleagues.

Thank you
Giambattista Franco

Annex 4

Report from ESU Swiss by Rolf Styner -President

Ladies and Gentlemen,

It is an honour to welcome you here in Mex in Switzerland.

I am very glad that ESU is visiting Switzerland again. You will be provided with two highlights:

Firstly here at Bobst Company and secondly at Lavaux in the afternoon and in the evening.

Lavaux is one of the World Cultural Heritage Sites and one of the most beautiful areas in Switzerland with view of Lake Geneva and the Alps with its amazing highest peak Montblanc . Further you will have a taste of the wonderful wine of this region.

I hope you enjoy your stay here in Switzerland.

Our Swiss Section celebrates this year its 30th anniversary.

For this reason we had planned an anniversary trip to Hamburg and to the North Sea which was not possible because most of the members are kept very busy within their companies. But nevertheless we could hold a ceremonial general meeting.

After a visit to the Umweltarena (environment arena), a kind of museum where we were made familiar with the environmental issues, we finished off the nice day in a relaxed atmosphere in a vineyard near Zurich.

Furthermore two younger members have been elected to the Board at the General Meeting. So we hope that for the years to come a continued existence of our our Section will be guaranteed.

The number of our members remains unchanged with 11 companies.

Have a wonderful time in Switzerland.

Thank you.

Rolf Styner