

**Minutes of Meeting from the 4<sup>th</sup> Board of Directors Meeting****Date:** 2022 – 12 – 12 @ 18:00 – 20:00**Venue:** LJV Pretoria Premises / Zoom**Attendees:****Members of the Board**

Adrien Baron (AB) via zoom  
Christine Serre (CS)  
Herve Colcombet (HC)  
Huseyin Kavustu (HK)  
Jeremy Antier (JA)  
Jeanne Akum (JAK)  
Karine Erikstein (KE)  
Marie Laure Allain (MLA)  
Marie Marchant (MM) via zoom  
Perrine Martin (PM) via zoom  
Reagile Moatshe (RM) via zoom

**School Management**

Angelique Haudiquet (AH)  
Celine Grationet (CG)  
Olivier Remaury (OR)  
Sylvain Pitaval (SP)

**Staff Representatives**

Emmanuel Selles (ES) via zoom  
Sophie Schmidt (SS) via zoom

**French Embassy**

Ludovic Cocogne (LC) – COCAC

**Club Entreprise – partial attendance**

Helene Mezin (HM)  
Amelie Vergnon (AV)

**Absence:**

Thomas Feller (TF) – BoD member  
Sandrine Tchawouo (ST) – Staff Representative  
Audrey Delattre (AD) – French Embassy

**Meeting Agenda**

1. Introduction
2. Approval of the Last Board Meeting Minutes
3. Strategy Committee Update
4. Club Enterprise Presentation
5. Budget 2023
6. Pretoria Committee Update

**Minutes of Meeting****Introduction:**

- JA opened the meeting with updates from the last month.

- JA updated the attendees that one year subscription agreement with Chamber of Commerce is signed where LJV will pay 5.000 ZAR for yearly subscription. HC objected and said that it is not discussed and signed without the fully approval of the members. JA accepted the objection and stated that the reenrollment for the next year will be done with the approval of the board members depending on the performance of the subscription.
- The minutes of the board meeting dated 22.11.2022 was approved and validated.

**Strategy:**

- MM updated the Board about the meeting that took place with the strategy consultant firm, Turenne. Turenne is an experience in education sector and they know AEFÉ. They already worked with LJV in 2019 and prepared a detailed report, however the action plan of that report is not implemented. MM mentioned about the possibility that Turenne may be asked to update the report, however the budget for this request is not presized. It is decided that there won't be any figure for this service in the budget, however Turenne will be asked to prepare a quote and a time plan and this offer will be discussed in the next BoD meeting.

**Club Entrepise:**

- Club Entrepise (Business Club) introduced themselves to BoD and hold their presentation explaining their past, current and future projects. They mentioned the process chart of their projects; they present them to school administration in the first stage, then if the school administration gives the green light, they inform the BoD for final approval.
- It is asked if it is ethically correct to use school walls for advertisements, Club Entrepise and school administration informed the members saying that school is allowed to do that in South African regulations.

**Budget:**

- Marketing and Communication budget is discussed. The budget is increased by 200.000 ZAR, only to be used for web page update and corporate video projects. This amount will not be used in any other marketing projects.
- FX rate is discussed. Current EUR / ZAR FX rate used in the budget is 18.5 and due to the current volatile situation in the country this rate can quickly go up. Since the latest version of the budget is projecting revenue, JA asked if the budget still results in positive figures if the FX rate is changed to 19.5. This request will be checked by CG and the finance committee and budget will be only approved if the answer is yes. Then school administration will do the hedging and will lock the currency at 19.5 with some cost to eliminate the risk of volatility.
- MM mentioned her concern on the mismatching increases on canteen fees and canteen costs; these calculations will be checked by CG and the finance committee.
- 2023 Budget is approved by BoD with below main assumptions:
  - Tuition fees will be increased by 7%,
  - Average inflation rate is 6%,
  - Average EUR / ZAR rate is 19.5; under the assumption that final figure is still positive and the management will fix this rate in forward markets with a cost,
  - Local contract salaries will be increased by 6%,
  - OIB is increased by 10%

**Pretoria:**

- KE updated BoD about the discussions they had with two law firms about the current Pretoria lease contract. Contract is legally binding and the discussions with the owner are deadlock for the maintenance works to be done. KE asked CE if she can have the amount of money spend for maintenance of Pretoria during the lease period. Pretoria

Committee will come with an update for next BoD meeting for the prioritization of the maintenance work to be done in the campus.

### **Action Points / Resolutions**

- Reenrollment of Chamber of Commerce subscription for next year will be done with the approval of board members depending on the performance of the subscription for this year.
- Cost of updating the strategy report by Turenne will be discussed in next BoD meeting.
- Strategy report prepared by Turenne dated 2019 to be read by BoD members.
- 2023 Budget is approved by BoD with below main assumptions:
  - Tuition fees will be increased by 7%,
  - Average inflation rate is 6%,
  - Average EUR / ZAR rate is 19.5; under the assumption that final figure is still positive and the management will fix this rate in forward markets with a cost,
  - Local contract salaries will be increased by 6%,
  - OIB is increased by 10%
- Pretoria Committee will come with an update for next BoD meeting for the prioritization of the maintenance work to be done in Pretoria campus
- The dates for the 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> BoD Meetings are fixed: 23.01.2023, 20.02.2023 and 20.03.2023.

### **Attachments** (for further details please email to [schoolboard@lyceejulesverne-jhb.net](mailto:schoolboard@lyceejulesverne-jhb.net))

- MoM dated 22.11.22
- Strategy Committee Presentation
- Budget Presentation
- Club Enterprise Presentation