
The Association of Polish Engineers in Great Britain

Minutes of the Annual General Meeting held online and in person at POSK

Sunday 03rd April 2023 at 14.00

1. Welcome and agenda for the Annual General Meeting

The Annual General Meeting (AGM) commenced at 14.00 on Sunday 03rd April 2022. All members who joined online and in person at POSK were welcomed by the Chairwomen of the Association of Polish Engineers in Great Britain, Anna Kopyto. The meeting invitation and agenda had been distributed via email to all members before the AGM.

Marian Zastawny asked those present if the proposed agenda was agreed. This was unanimously confirmed by all present at the meeting.

The recording was started at 14:08.

2. Election of an AGM Chair, a Secretary and two Assessors

In accordance with clause 19 of the 'Articles of Association' the Chairwomen of the Association of Polish Engineers in Great Britain, Anna Kopyto, proposed:

- Marian Zastawny to Chair the AGM

There were no other proposals and Marian Zastawny was duly elected to do so. He then proposed:

- Arkadiusz Piotrowski to take the role of the AGM Secretary and
- Artur Pawłowski and Piotr Swieboda to take the role of AGM Assessors

The above named accepted the nominations and the members present unanimously approved.

A list of all AGM attendees has been appended to these minutes in Appendix 1. There were proxy nomination and authorisations. These have been appended in Appendix 2.

3. Minutes of previous AGM

The minutes of the previous Annual General Meeting of the Association of Polish Engineers in Great Britain were accepted as a true and accurate record of the proceedings.

4. Presentation of the Annual Report by the Chairwoman of the Association of Polish Engineers in Great Britain

Anna Kopyto (AK) before she preceded her annual report reminded everyone about the passing on 22 February 2002 of Prof. Mirosław Wyszynski who was the member of STP. AK called for a minute of silence to honour Prof. Mirosław Wyszynski.

AK took the attendee through her report. The presentation included:

- Mentoring scheme,
- 80 years of STP event,
- Native Scientist collaboration,
- Popularyzacja nauki,
- Dubai Expo 2020 trip,
- Newsletter,
- World Congress of Polish Engineers in Gliwice 2022,
- FPSNT,
- Social meetings,
- Christmas dinner at STP,
- Support for Ukraine initiative.

Krzysztof Szweda who initiated and coordinates the Support for Ukraine reported briefly on progress of the initiative.

AK reported on number of STP members and expressed her thanks to everyone from the members' board and selected other members for their hard work.

AK presentation was aided by PowerPoint slides. The Annual Report has been appended to these minutes in Appendix 3.

5. Presentation of the Annual Report by the Treasurer

Ewelina Wachnicka as the Treasurer started to present the Annual Finance Report and she explained the main figures as presented in her report which had been made available to all. The report is appended to these minutes in Appendix 4.

She made announcement that she will not continue the Treasurer role due to her work commitments.

6. Internal Audit Committee report

Andrzej Rumun reported that the Committee reviewed the activity of STP and accounts for the last financial year presented by the Treasurer of the Association and recommended their acceptance in both cases by vote of approval for the retiring Council. The report terminated with some conclusions. The Acceptance Note is appended to the minutes in Appendix 5.

7. Discussion on the reports presented

7.1 Krzysztof Ruszczyński (KR)

KR clarified his understanding how the online voting procedure for the new board members will take place. **KR** asked how many members is currently registered in STP. Marian Zastawny (MZ) answered it is 127 people.

KR asked how many of them is present online on Zoom and in person at POSK. MZ answered it is 14 people online and 9 person in person with the vote right.

KR asked when the voting commission was established for the vote counting purpose. MZ answered that it was established today, and it was prepared by Artur Pawlowski and MZ before the AGM.

KR asked how many votes was send online. MZ answered that all votes were send online.

Artur Pawlowski (APa) confirmed that 115 people were included in the list for voting online.

KR asked how many votes online was issued so far. APa answered this can be checked anytime, but in principle the votes are anonymous and the only data available to see by APa is who has voted. APa confirmed that this online system is protected from any fraud for this election. .

KR suggested that the Annual Finance Report should include previous and current financial year for better audit, analysis and control of spendings. Ewelina Wachnicka responded that any changes can be incorporated if needed.

KR noted the Chairwomen presentation did not include the plans for the next years. MZ answered this item is covered in Point 9 "Proposals and planned preliminary budget for the next year 2022/2023" of the meeting agenda.

7.2 Piotr Swieboda (PS)

PS noted that the online voting has been established to select the board of trustees however not including the voting for members of Internal Audit Committee.

8. Głosowanie nad udzieleniem absolutorium obecnemu zarządowi

The voting took place online and in person. Kszysztof Ruszczyński suggested to enable the option „wstrzymanie się od głosu”. Marian Zastawny counted votes online and Piotr Swieboda counted votes of those who joined in person. The results are attached in Appendix 6

9. Proposals and planned preliminary budget for the next year 2020/2021

Anna Kopyto stated she wish to develop together with the boards and association members the

strategy for future and marketing approach. She stated she wish to promote STP reports during World Congress of Polish Engineers in Gliwice and publish the pilot episode of the new podcast episode made by STP.

Planned budget was presented and shared during the AGM by Ewelina Wachnicka. A copy of this budget has been appended to these minutes in Appendix 7.

Krzysztof Ruszczynski suggested that STP must be more effective when collecting membership fee as this is the major STP income. He also added that STP must look at other initiatives that could provide additional income to secure good budget.

10. Candidate presentation and election of the New Council members

1. Election of the New Council members

a) Members of the Council

Marian Zastawny reminded that according to STP constitution each year during election, half of the board members with a long seniority must step down and may be re-elected.

Marian Zastawny stated that Gosia Kmiecicka decided not to apply for re-election.

Marian Zastawny introduced new candidates for Council Members: Kamila Wiatr and Jarek Jasinski and 5 Trustees (AA, TB, AK, MM, APa, KS) with a long seniority have been proposed to be listed for vote. Artur Pawłowski closed online voting for New Council Members and presented the results.

Elected Council members for 2021/2022:

1. Anna Kopyto
2. Piotr Świeboda
3. Marian Zastawny
4. Ewelina Wachnicka
5. Teresa Bilińska
6. Marek Jasinski
7. Artur Pawłowski
8. Arkadiusz Piotrowski
9. Tomasz Dudziak
10. Kacper Więckowski
11. Krzysztof Szweda
12. Alina Antonik
13. Mirosława Michniewicz
14. Kamila Wiatr
15. Ryszard Chmielowiec (ex-officio, Chairman of the Benevolent Fund)

b) Committee of Internal Auditors (3no.)

MZ proposed the following members for the Committee of Internal Auditors: Andrzej Fórmaniak, Andrzej Rumun, Joanna Gos and Karol Wisniewki. These proposals were then put to the vote and accepted by online and in person voting.

11. Proposed 'other' motions

11.1 Krzysztof Ruszczynski (KR) asked a question related to the status of STP office in POSK. Piotr Swieboda answered the question and stated the agreement with POSK has been signed 3 years ago to award STP perpetual usufruct right for the office.

11.2 KR suggested to add bio of each trustee member on the STP website. Anna Kopyto answered to this proposal and agreed this should be added to the website.

11.3 KR suggested to establish a committee for 85 years anniversary of STP and make them responsible to prepare a plan 12 months before the anniversary. This plan and format will need to be discussed with wider STP members. Anna Kopyto answered to this proposal and suggested this will be too soon and proposed to start preparation from at least 18 months.

11.4 KR suggested for the next AGM election to prepare a bio of each candidate that will be attached with the ballot. Marian Zastawny answered to this proposal and stated that the bio was attached for each new candidate. Anna Kopyto suggested to add bio for all candidates.

11.5 KR suggested that all new selected candidates should be included in the newsletter and on the website.

11.6 KR suggested that Minutes of meeting from all council meetings should be available to all STP members. Marian Zastawny answered to this proposal and stated that all Minutes of meeting from council meetings are available upon the request to any STP member. Andrzej Rumun added that the information that is discussed during council meetings should not be freely given to all STP members.

11.7 KR asked who in STP has the authority to make decisions on changing the logo and the name of the association. Andrzej Rumun answered the question and stated that this is covered in the STP constitution and any change to the name needs to be agreed during AGM meetings, and logo by the council. Following this answer KR propose that any changes to the logo, should be agreed during AGM meetings. The proposal was put to the vote and rejected by voting.

11.8 KR proposed that STP members that are active in the association should not be called formally "volunteers". The proposal was put to the vote and rejected by voting.

11.9 Ryszard Chmielowiec congratulated and thanks Piotr Swieboda for preparing the 80 years of STP booklet.

12. Any other ordinary business

12.1 Tatiana Sawicki raised that British and Polish translation of the STP name is not consistent. Marian Zastawny suggested the name is written in the Constitution, which is in English language. Polish translation is used for wider communication with STP members.

12.2 Krzysztof Ruszczynski (KR) proposed to engage more with other Engineering professional associations where Polish engineers could promote their work in the UK.

12.3 KR suggested to reactive Akademia Techniczna. Marian Zastawny stated to note this request for the future consideration.

13. AGM closure

MZ thanked everyone for their attendance and contribution. The meeting was declared closed at 16.40.

Minutes taken on and prepared by	Arkadiusz Piotrowski
Signature:	<i>Teresa Bilinska</i>
Date:	01.05.2022

Appendix 1

List of all AGM attendees

In person:

1. Piotr Świeboda
2. Andrzej Rumun
3. Dariusz Skrzypski
4. Alina Antonik
5. Kamila Wiatr
6. Teresa Bilińska
7. Agata Mamzer
8. Anna Kopyto
9. Joanna Gos
10. Tatiana Sawicki

No	Name	Voting Rights
1.	Marion Zastawny	✓
2.	Andrzej Rumun	✓
3.	Dariusz Skrzypski	✓
4.	Alina Antonik	✓
5.	Kamila Wiatr	✓
6.	Teresa Bilińska	✓
7.	AGATA MAMZER	✓
8.	Piotr Świeboda	✓
9.	ANNA KOPYTO	✓
10.	JOANNA GOS	✗ (Associate)
11.	Tatiana Sawicki	✗
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		

AGM Attendance List 03/04/2022

238-246 King Street, London W6 0RF, United Kingdom
 web: www.stpuk.org, e-mail: office@stpuk.org
 Registered Charity No. 1181306, Professional Affiliate of Engineering Council

In Zoom online:

2. Arkadiusz Piotrowski
1. Artur Pawloski
2. Krzysztof Szweda
3. Ryszard Chmielowiec
4. Andrzej Formaniak
5. Marek Jasinski
6. Mirosława Michniewicz

Appendix 2

Proxy authorisations forms

None received

Appendix 3

The Chairman's Annual Report

Appendix 4

Treasurer's Report

Appendix 5

Internal Audit Committee Report

Appendix 6

Voting results

Appendix 7

The Chairman's proposals and
Preliminary proposed budget