

To the EAIR Executive Committee and EAIR Annual General Meeting

The EAIR Audit Committee, consisting of Nynke Jo Smit and Joke Hageman, has investigated the Association's financial reports concerning the fiscal year 2017. Please find below our observations and comments.

The Audit Committee has noticed that the EAIR financial administration is carefully organized by Gerlof and Lina. As far as possible in a very small organization they take care of proper financial government rules. Next to this, the treasurer had checked everything meticulously and signed off all payments.

The audit committee is convinced that the financial data presented to us on 2017 give an adequate view of the 2017 activities and the financial state of affairs of the Association.

Admittedly, 2017 resulted in a loss, but the loss was far smaller than foreseen in the budget. This really is a great performance!

We want to add to this that we should not be too self-congratulating: the financial buffer is now, in our view, still at a very minimal level. We recommend to keep a financial buffer that should not bring EAIR in trouble if by *force majeure* we would have to cancel the annual forum at last minute, leaving us with most expenses, without any income. So, a financial buffer of €90,000.—would not be overdone.

The audit committee has some additional remarks and recommendations that could rather easily be copied from the texts of the previous reports. For praise and merits (like for the EAIR secretariat), that is great, of course; but for the other things we would finally like to see some action in the coming year!

The training budget for the EAIR office was not spent at all in 2017, despite the urgent calls of the audit committee in 2015 and 2016 to really use it. So we again (!) recommend to raise the training budget on a one-off basis for the EAIR office in 2018 or 2019 to € 2,500, this time *with the obligation* for the Executive Committee to make a proper development plan for the employees for 2018-2020.

We do not question responses that the employees of the EAIR secretariat have professionalized themselves with training activities for free, but then we would like to see a more substantial description of these activities.

As Audit Committee we also want to repeat our recommendations on the need for a multi-annual budget, for actions targeted on other sources of income than only the annual forum, and the need to have at least a few consistent Forum tracks over the years, defined by the Executive committee, like Institutional Research or Quality Assurance.

All in all, we recommend the Annual meeting to discharge the treasurer for the 2017 results.

Nynke Jo Smit

Amsterdam, August 2018

Joke Hageman

