

## Minutes of the Regional Annual General Assembly (RAGA)

### SwissCham Beijing - Statutory Year 2021/22

**Date and time:** 16 March 2022, 16:30-17:45  
**Venue:**  
**Chair:** ZZ Zhang, Vice-President, SwissCham Beijing  
**Minutes Taker:** Beatrice Rossi, General Manager, SwissCham Beijing

## 1. Preliminary Matters

### 1.1. Opening, Welcome Address and Organization Matters

The Voting Bureau closes and ZZ Zhang opens the RAGA at 16:30. He welcomes the Assembly. ZZ Zhang then addresses organizational matters and recalls that the RAGA is detailed in the online RAGA Package, the outline of which will be followed throughout the RAGA. He invites the Assembly to refer to it whenever necessary. ZZ Zhang then starts the RAGA and allows current President, Marco Bollier, to give a short welcome speech online.

## 2. Administrative Matters

### 2.1. Quorum

The quorum is then reviewed as follows:

<b>Voting Members:</b>	<b>96</b>
<b>Quorum Needed:</b>	<b>48</b>
Voting Members present:	19
Voting Members online:	1
Proxies to third-parties:	26
Proxies to BOD:	6
Proxies to BOD (abstain):	9
Total votes present (proxies & voting members):	<b>54</b>
	<b>(57%)</b>

The quorum being reached, the RAGA may proceed.

ZZ Zhang welcomes Mr. Yves Reymond, Head of the Economic Section of the Embassy of Switzerland, and thanks him for his presence. He gives the floor to Mr. Yves Reymond for a short online speech.

### 2.2. Approval of Minutes taker, Vote Counting Officer, Agenda and Minutes

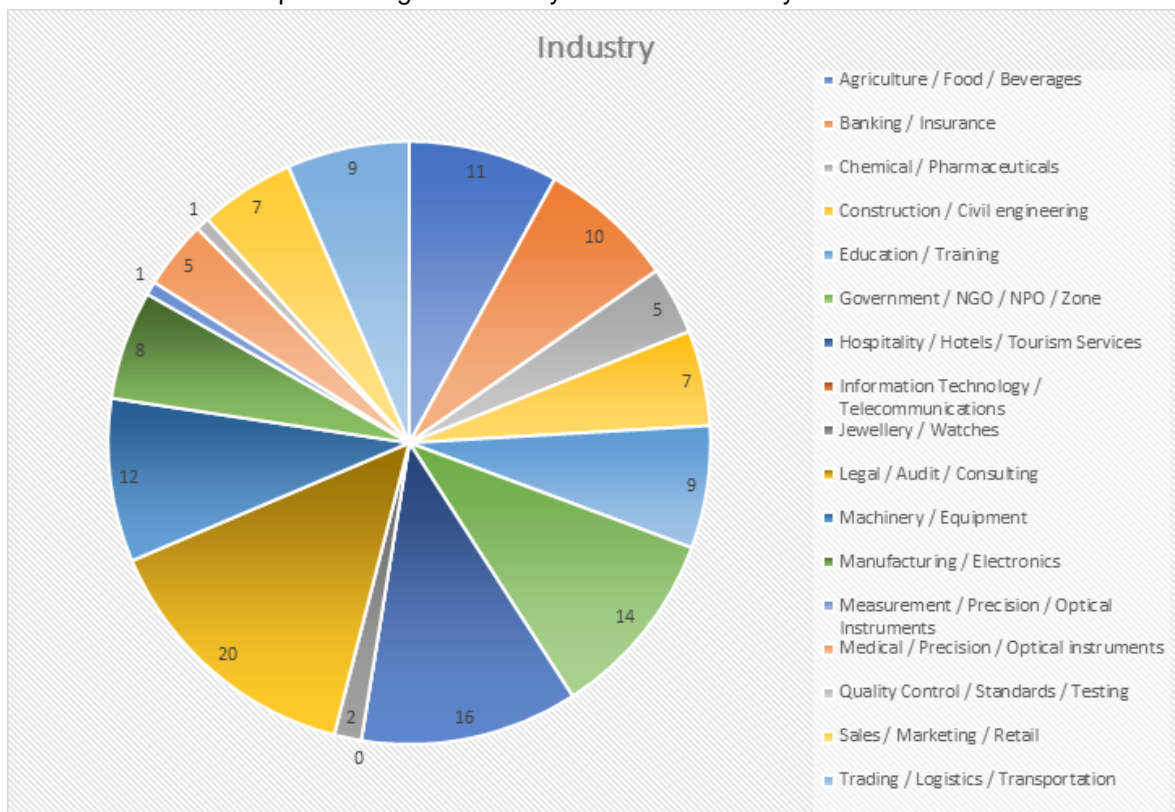
Beatrice ROSSI, General Manager, is approved as Minutes Taker. MENG Lei, Office Manager, is approved as Vote Counting Officer. The Agenda of the current RAGA (2021/2022) and the Minutes of the last RAGA (2020/2021) are then approved by acclamation. (54 votes)

### 3. Reports and Proposals

#### 3.1. President's Reports

Beatrice ROSSI, on behalf of the President, delivers the 2021/2022 Activity Report:

- Membership status:
  - Despite the decrease in members in 2020 due to the strong influence of the COVID-19 pandemic, 2021 allowed to recover and retained new members.
- Our members represent a great diversity in terms of industry:



- Events overview:
  - 3 flagship events, including Sino-Swiss Business Awards (more than 400 guests), Swiss Traditional Dinner (228 guests) and SwissCham Christmas Night (100 guests).

#### Events organized in 2021

- Business Seminar (5)
- Luncheon (3)
- Company Visit (1)
- Training (17)
- Networking Event (11)
- Supported Event (7)

- Special Event/ Flagship Event (4)
- Webinar (4)
- Supported Webinar (4)
- Exhibition (1)
- **Total: 57 (48 in 2020)**
  
- Communications Report (Website, Bridge, Newsletter):
  - Glue Up: New event management platform launched (>2000 contacts)
  - Bridge: 2 issues in 2020
  - Reader's Digest & Newsletter (2014 receivers)
  - WeChat: 2959 followers (+659)
  - LinkedIn: 2148 followers (+488)
  - Weibo: re-launch in 2021 (last activity in 2016), 477 followers
  
- Mandates/ Event organization:
  - Sino-Swiss Business Awards 2021
  - Swiss Traditional Dinner
  - SwissCham Christmas Night
  - Ambassador-CEO Luncheon
  - Company visit
  
- Lobbying activities 2021/22 overview:
  - Joint letter with EUCCC on non-taxable allowances regime for foreign employees
  - EUCCC Business survey
  - Seminar on Cross-border Data Transfer
  - Vocational Education Training Survey
  - 2022 Swiss Business in China Survey with Swiss Centers
  
- Presentation of the 2020/21 Management Team:

*SwissCham Beijing is delighted to announce that Beatrice Rossi becomes the Chamber's new General Manager as of July 2021. After joining SwissCham in January 2021 as Event & Marketing Manager, Beatrice has been already involved with many aspects of the Chamber.*

- General Manager: Beatrice Rossi
- New Marketing & Event Manager: Maria Remizova
- Office Manager: Lei Meng
- Communication Officer: Monica Liang
- Member Relations Officer: Melissa Liu
- Events assistant (Intern): vacant

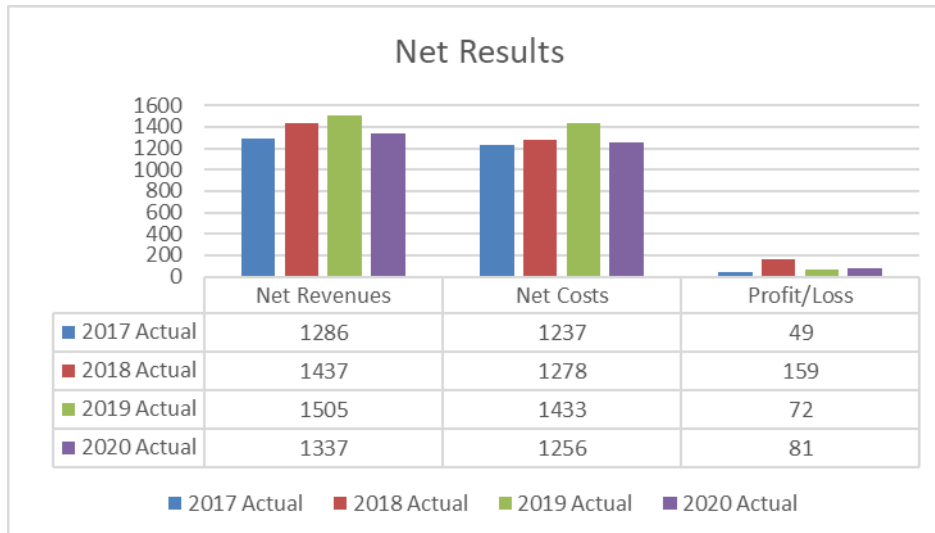
Many thanks to the whole team for their great work

**Beatrice ROSSI delivers the 2022/23 Tentative Activity Report:**

- Swiss Traditional Dinner → March 2022
- SSEF 2022 "Vocational Education Training" → October/November 2022
- SwissCham Night 2022 → December 2022
- Company visits
- Business seminars & luncheons
- Ambassador-CEO Luncheon
- Industry round table events (SSEF framework)
- Working groups (SSEF framework)
- Engaged Membership
- Match-Making
- Strategic Partnership with SBH

### 3.2. Treasurer's Reports

Daniel Aellen, Treasurer, delivers his report on the 2021 Accounts:



- In fiscal year 2021, SwissCham Beijing reached a **total net revenue of CNY1'440K**.
- The **total net expenses** amounted to **CNY1'356K**, resulting in a **total net profit of CNY84k**.
- In 2021, SwissCham Beijing finalized a net profit of **CNY84K**, which was the net result of total net revenue of **CNY1,440K** and total cost of **CNY1,356K**.
- This compares to budgeted profit of CNY1K, as a result of budgeted net revenue of **CNY1,305K** and budgeted cost of **CNY1,304K**.
- 2021 total net revenue of **CNY1,440K** was mainly contributed by:
  - Membership fees: **CNY641K**
  - Events: **CNY688K**
  - Products: **CNY111K**
- Membership payments, especially yearly sponsorship payment, the great success of STD and SSBA payments contribute to 2021 net revenue.
- 2021 total actual cost of **CNY1,356K** were mainly composed of:
  - Staff Cost: CNY1,034K, or 76%;
  - G&A Cost: CNY322K, or 24%.
- The above actual cost total was slightly above budgeted cost of CNY1,303K, due to the change in several management positions.
- During 2021, SwissCham Beijing had 3 full time staff, 4 paid interns on average. Since July 2021, changed into 3 full time staff, 3 paid interns.
- By the end of 2021, the **actual cash position stands at CNY1,560K**.
- The Sino Swiss Business Awards sponsorships, the successful Swiss Traditional Dinner, the membership payments and yearly sponsors increased the cash position in 2021.
- Previous year's bonus payment made decrease the cash position in March. SSBA deposit payments decreased cash position in September. Pre-paid sponsorship payment generated yearend cash position peak.

Daniel Aellen presents the 2022 Budget:

- 2022 budgeted profit is **CNY3K**, based on total net revenue of **CNY1,360K** and total cost of **1,357K**.
- Membership fees increase (to be approved at NAGA 2022) may expand revenues in 2022.
- After COVID-19: Challenge to manage expectations and achieve targets
  - Big challenges as China remains de facto cut-off from the rest of the world for the foreseeable future
  - Back to a normal situation partially impacted by the COVID19 recovery
  - Recovering economy vs. uncertainties related to event activities and membership renewal

- We have about more than RMB 1,000k in SwissCham account by the end of March 2021, which makes us able to face the worst case, but we still need to work hard to avoid the worst case.

No questions from the Assembly.

Report of the Auditor, Beijing Zhong Ping Jian Hua Hao CPA firm, Auditor of SwissCham Beijing, who delivers his Auditor's Report and confirms that the Treasurer's Report is accurate.

### 3.3. Approval of Reports

The reports and accounts are submitted to the Assembly's vote and are all approved as follows:

Activity Report 2021:	Approved by 54
Tentative Program 2022:	Approved by 54
Accounts 2021:	Approved by 54
Budget 2022:	Approved by 54
Auditor's Report:	Approved by 54
Discharge of the BOD 2021/22:	Approved by 54

## 4. Appointments

## 5. Elections

### 5.1. Eligibility of BOD candidates

The Directors of the Board are eligible if they have participated to 2/3 of the Board meetings during the year.

### 5.2. Presentation of the BOD candidates

ZZ Zhang announces that 8 directors of the 2021/22 BOD are reapplying, while 4 new candidacies have been received for a total of 11 seats in the SwissCham board. The 12 candidates briefly introduce themselves to the Assembly.

The outgoing President, Marco Bollier, resigned of his role due to the incapacity to come back to China in the foreseeable future.

### 5.3. Board of Directors 2022/23

The following candidates are elected by the Assembly **with the following respective votes:**

<b>Elected candidates</b>	<b>Votes</b>
Steiner Frauke	58
Aellen Daniel	58
Oberson Johann	58
Zhang ZZ	57
Eckerlein Lars	57
Wang Jun	53
Bollier Marco	52
Sun Ke	50
Jess Jia	50
Bates Liam	49
Cao Amy	47
<b>Not elected</b>	<b>Votes</b>
David WANG	39

The General Assembly voted with 54 votes out of 96 voting members (9 abstaining the vote).

#### **5.4. President of SwissCham Beijing 2022/23**

**Johann OBERSON** is elected President by acclamation upon suggestion of the BOD.

#### **5.5. National BOD Representatives of SwissCham China 2022/23**

Upon suggestion from the Board the following Board Members are appointed by acclamation to the following positions:

<b>Johann Oberson</b>	National representative
<b>Lars Eckerlein</b>	National representative
<b>Daniel Aellen</b>	National representative

### **6. Appreciations & Closing**

The Board of Directors of SwissCham Beijing wishes to express its sincere and greatest appreciation to Samuel Baumgartner, Olivier Glauser and John Chen for their active and supportive contribution to SwissCham Beijing's Board of Directors.

The BOD wishes to acknowledge and express its appreciation to the many companies, other organizations and individuals that supported the Chamber in 2021/22.

Announcement of the National Annual General Assembly which will be held in 2023 in Guangzhou. The RAGA closes at 17:45.

Beijing, 26 June 2022

Marco Bollier  
President, SwissCham Beijing  
Chairman of the RAGA

Beatrice Rossi  
General Manager, SwissCham Beijing  
Minutes Taker of the RAGA