

On October 31, 2008 in the City of Monfalcone, Italy, the Third General Meeting of LDA Georgia Members and Governing Board was held. Presentation was made by LDA Georgia Executive Director on the LDA activities implemented so far, future plans and projects. A new edition of LDA Georgia Statute was adopted and new Governing Board elected. More detailed information about General Meeting and Governing Board Meeting is provided in the [Attachments 1 and 2](#).

In the frames of the visit, there were official meetings held with Ms. Silvia Altran, the Vice-Mayor of the City of Monfalcone. The meeting were attended also by Mrs. Sandro Perelli, the representative of Friuli-Venezia Giulia region, Mr. Per Vinther, President, ALDA, Mr. Nugzar Shamugia, the Mayor of the City of Kutaisi, Mr. Akaki Seperteladze, the Deputy Chief of City hall administration, Mr. David Mayer, Newport city council and Newport-Kutaisi Twinning Association, Ms. Nawel Rafik-Elmrini, the Vice-Mayor of the City of Strasbourg and other members of the Agency. The decision was made to start working on Georgian-Italian joint project which will be submitted for funding to Friuli-Venezia Giulia region. The representatives of the Cities of Monfalcone and Strasbourg have received a proposal from Mr. Nugzar Shamugia, the Mayor of the City of Kutaisi about twinning of the cities. Also, the suggestion of conducting the Fourth General Meeting of LDA Georgia Members and Governing Board in Kutaisi was adopted as well.

ATTACHMENT 1

General Meeting Protocol # 3

On October 31, 2008 in the City of Monfalcone, Italy, address: Piazza della Repubblica 8, 34074, Monfalcone (GO), Italy, the Third General Meeting of LDA Georgia Members was held. The meeting was attended by:

1. Per Vinther (ALDA)
2. Antonella Valmorbida (ALDA)
3. Stanka Parac (ALDA)
4. Ioseb Khakhaleishvili (LDA Georgia)
5. David Mayer (Newport city council and Newport Kutaisi Twinning Association)
6. Lucio Gregoretti (city council of Monfalcone)
7. Chiara Valdesolo (city council of Monfalcone)
8. Nawel Rafik-Elmrini (city council of Strasbourg)
9. Nugzar Shamugia (Mayor of Kutaisi)
10. Nodar Jikia (Head of GYLA Kutaisi Branch)
11. Sofio Shubladze (Partners Georgia)
12. Lali Unapkoshvili (City of Tbilisi – International Relations Department)
13. Akaki Seperteladze (Deputy Chief of City hall administration)
14. Mariam Tkeshelashvili (Deputy Head of KNIA)
15. Alessandro Perelli (Officer of region Friuli Venezia Giulia)

According to the LDA Georgia Statute, Article 6, the Meeting has a decision-making capability.

LDA Georgia Members General Meeting Agenda:

Issue

1. Welcome address

2. Election of chair and secretary of the General meeting.
3. Presentation of LDAs activities
4. Strategic planning of the LDAs
5. Coffee break
6. Approval of LDA statute,
7. election of LDA Georgia governing board
8. Lunch
9. Discussion on to support refugees living in Kutaisi
10. Definition of future activities of the LDA and involvement of the partners, open discussion
11. Closing of the meeting

1. According to the first issue of the Meeting Agenda, the welcome speeches were given to: Per Vinther, Antonella Valmorbida and participants attending

2. According to the second issue of the Agenda, Mr. David Mayer, was elected as a Chair of the Agency General meeting. Ms. Chiara Valdesolo was elected as a meeting secretary.

3. According to the third issue of the Agenda, Mr. Ioseb Khakhaleishvili, LDA Georgia Executive Director presented a report on LDA Georgia activities.

The voting process was preceded about Report approval.

For -- unanimous

Against ---none

A decision was made and LDA Georgia General Meeting has approved a report.

4. According to the fourth issue of the Agenda, Ms. Antonella Valmorbida, Executive Director of the Association of Local Democracy Agencies made a speech introducing the ALDA and LDAs cooperation activities and objectives.

She briefed the participants about the future activities and the role of partners in the LDA for the success of the operations.

5. According to the sixth issue of the Agenda, which was related to the new edition of LDA Georgia Statute, the speech was made by David Mayer and presented a new version of the LDA Georgia Statute. The voting process was preceded about LDA Georgia Statute approval.

For -- Unanimous

Against ---none

A new edition of LDA Georgia Statute was approved since more that 50% of the participants agreed.

6. According to the seventh issue of the Agenda, based on the LDA Georgia Statute, Article 8, the Governing Board of the Agency is composed by the members of a permanent authority (local self-government representatives of the member cities) and three members (Agency member non-governmental organizations). The permanent members of the Agency are:

1. City of Newport
2. City of Monfalcone
3. City of Strasbourg
4. City of Nantes
5. City of Kutaisi
6. City of Tbilisi

To proceed with other 3 member vacant positions, the following candidates of the Governing Board were named:

- 1.NALAG National Association of Local Authorities of Georgia
- 2.GYLA Georgian Young Lawyers Association (Kutaisi Branch)
- 3.KNIA Kutaisi Newport International Association

The voting was preceded and as members of the Agency Governing Board was elected:

1. NALAG National Association of Local Authorities of Georgia
2. GYLA Georgian Young Lawyers Association (Kutaisi Branch)
3. KNIA Kutaisi Newport International Association

7. According to the ninth issue of the Agenda regarding to a discussion on supporting refugees living in Kutaisi and a decision on that, the speeches were made by Mr. Nugzar Shamugia, who reported about the current situation of IDPs in Kutaisi

The following decision was made: it was recommended that the Executive Director would contact all ALDA and LDA partners inviting them to participate in the fund-raising campaign to support the refugees in Kutaisi and Imereti region

8. According to the tenth issue of the Agenda, the discussion was conducted by those present

The following decision was made: the future priorities of LDA Georgia will be capacity building for local authorities, women and youth empowerment and active citizenship

9. Closing of the Meeting. The meeting was summarized by the Chair person and decisions approved by all participants

David Mayer
The Chair of the General Meeting

Chiara Valdesolo
General Meeting Secretary
Monfalcone, Italy

31/10/2008

ATTACHMENT 2

Governing Board Protocol # 1

According to the LDA Georgia Statute, Article 8, on October 31, 2008 in the City of Monfalcone, Italy, address: Piazza della Repubblica 8, 34074, Monfalcone (GO) Italy, the Agency Governing Board Meeting was held. The Agency members attended meeting:

1. David Mayer (Newport city council)
2. Lucio Gregoretti (city council of Monfalcone)
3. Ioseb Khakhaleishvili (LDA Georgia)
4. Antonella Valmorbida (ALDA)
5. Nawel Rafik-Elmrini (city council of Strasbourg)
10. Nugzar Shamugia (Mayor of Kutaisi)
11. Nodar Jikia (Head of GYLA Kutaisi Branch)
12. Sofio Shubladze (Partners Georgia)
13. Akaki Seperteladze (Deputy Chief of City hall administration)
14. Mariam Tkeshelashvili (Deputy Head of KNIA)

According to the LDA Georgia Statute, Article 9.1, the Chair of the Governing Board is Mr. David Mayer, who is a representative of the lead member of the Agency and a meeting secretary is Ms. Chiara Valdesolo.

Agency Governing Board members unanimously adopted the Meeting Agenda.

Governing Board Meeting Agenda

1. To adopt a candidature of an Executive Director
2. To define a membership fee
3. To participate in establishing a new non-governmental organization according to the LDA Georgia Statute, Article 8.3, sub-article "h".
4. To get an consent from the Chair of the Governing Board about amendments to be proceeded in the Agency foundation documentation by Mr. Ioseb Khakhaleishvili, LDA Georgia Executive Director and approval of a facsimile of David Mayer, the Chair of the Governing Board.

1. According to the first issue of the Agenda to adopt a candidature of an Executive Director for a 1-year period based on the LDA Georgia Statute, Article 8.3, sub-article "c". According to the Article 10.4, Mr. David Mayer has nominated a candidature of Mr. Ioseb Khakhaleishvili.

The voting process was preceded.

For -- unanimous

Against --- none

It was approved that Agency Governing Board has endorsed Mr. Khakhaleishvili to the position of LDA Georgia Executive Director for a one-year period starting from January 2009.

2. According to the second issue of the Agenda, the speech was made by Antonella Valmorbida, who asked Governing Board for an approval to define Agency membership fee according to the LDA Georgia Statute, Article 8.3, sub-article "n".

An endorsement was made and agency membership fee is defined as the following

For international partner cities: €5,000 annual fee

For NGOs: €50 annual fee

For cities of Kutaisi and Tbilisi: in-kind contribution of annual fee accepted until May 2009

3. The third issue of the Meeting Agenda was to hear a speech of Mr. Ioseb Khakhaleishvili, LDA Georgia Executive Director who made a proposition to consider LDA Georgia as a one constitutor/founder of a new non-governmental organization based on LDA Georgia Statute, Article 8, sub-article "h".

LDA Executive Director reported the board regarding the participation of LDA Georgia as one of the founders of a new local NGO, which will work on European funding and project proposals.

A decision was made that based on the LDA Georgia Statute, Article 8, sub-article "h", LDA Georgia is authorized to act as one of the constitutor/founder of a new non-governmental organization. Mr. Khakhaleishvili was authorized to sign foundation documentation on behalf of LDA Georgia.

The governing board voted:

For -- unanimous

Against ---none

4. According to the fourth issue of the Agenda, based on the consent of Mr. David Mayer, (Governing Board Chair) and according to Agency Governing Board members' request, a decision was unanimously adopted by the meeting members. Mr. Ioseb Khakhaleishvili, LDA Georgia Executive Director was instructed to make amendments in LDA Georgia registration/establishing documentation and in the agency profit-register sheet and he was authorized to put a signature instead of the Chair of the Agency Governing Board on the package of amendments.

In addition, based on this Protocol, I, David Mayer, the Chair of the Agency Governing Board, hereby confirm that in business relations I will use the following designated signature.

David Mayer

The Chair of the General Meeting

Chiara Valdesolo

General Meeting Secretary

31/10/2008

Monfalcone, Italy