



General Members Meeting - Minutes

Tuesday, April 28 2026, at 18:00 – 19:00

Location: Swedish School, Carcavelos

- **Open Meeting.** Annual Members Meeting. All members of school were invited to participate via Microsoft Teams Link
- **Etiquette:** Explained by Peter: Hands should be raised if AGAINST the opposed question and NOT in favour
 - If members wish to keep their camera on, we appreciate this
 - Please use the mute button throughout the meeting
 - Members should use the Chat or Hand raising icon to ask questions which will be attended to once the speaking party has finished
 - Members are advised that the meeting is being recorded
- **Approval of agenda**
Approved.
- **Election of Presidente de Mesa:**
Henrik Gustafsson
- **Election of secretary**
Constanze Melz
- **Election of adjusters**
Matilda Rankin and Louise Bergöö
- **Determination of Quorum:**
Yes, we have reached 75% Quorum

7. Headmaster's report
8. Board's report
9. Audit statement
10. Discharge of the members of the board
11. Approval of school fees
12. Approval of budget
13. Election of board members
14. Election of members for the election committee
15. Election of auditor and deputy auditor
16. Motions and questions from members
17. Closing of meeting

Headmaster Report

- Focus on Budget and Teacher Satisfaction
- Budget presented via screenshare
- Budget estimate with 69 students,

- New annual Fee \$7,900 which results in a monthly increase of \$43
- Decrease of staff
- Food budget is calculated at \$700 per child

Board report

- Appreciation for Association spirit. Help from parents throughout the year was incredible, e.g. Gardening Day

Special thanks to

- Jenni and Fransesco for the marketing video
- Matilda and Suzanne for helping planting Mia's rose
- Mikael for helping out in the kitchen

Financial reports:

- The FY has been changed to July-June
- Still cost cutting
- Budget has been calculated on a "Pessimistic" number to avoid radical changes due to people not showing up.
- Changing routine of grants
- Fees have changed from 7,380 to 7,900 due to cos of living which was one of the feedback items from staff
- School is now licenced for under 3 years but we are still hesitant. Some changes need to be made prior before this can be implemented.
- Handbook has been created for future board members

Leaving Board members: Louise Bergöö, Constanze Melz, Antonio Costa, Peter Wallqvist

Voting: (75% quorum)

1. Audit statement: Discharge of responsibility
2. Approval of School Fee 7,900
3. Approval of Budget
4. Election of new Board members:
Michael Conrad, Maria Schinkler, Karin Davani, My Juhlin Etaat
5. Election of chairman: Juliane Stanford
6. Election for Deputy Auditor: Matilda Rankin
7. Election for Election Committee: Annika Sandahl
8. Election: Presidente da mesa: Peter Wallqvist

No queries or motions were submitted

Member question regarding integration of Portuguese was raised. At this stage only Member arranged, not by school.

Meeting closed at 19:06

Louise Bergöö
Adjuster



Matilda Rankin
Adjuster



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