

Minutes of the Regional Annual General Assembly (RAGA)

SwissCham Beijing - Statutory Year 2024/2025

Date and time: 25 March 2024, 16:30-17:30
Venue: Swissotel
Chair: Johan Oberson, President, SwissCham Beijing
Minutes Taker: Guillaume Joyet, Executive director, SwissCham Beijing

1. Preliminary Matters

1.1. Opening, Welcome Address and Organization Matters

The Voting Bureau closes and Johann Oberson opens the RAGA. He welcomes the Assembly. The president 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 by scanning the code on the screen.

2. Administrative Matters

2.1. Quorum

The quorum is then reviewed as follows:

Voting Members:	85
Quorum Needed:	48
Voting Members present:	19
Proxies to third-parties:	12
Proxies to BOD	7
Proxies to BOD (abstain)	3
Total votes present (incl. proxies)	41

The quorum being reached, the RAGA may proceed.

Johann Oberson welcomes Mr. Martin Matter, Head of the Economic Section of the Embassy of Switzerland, and thanks him for his presence. He gives the floor to him who shares about the Head of Asia Division visiting China in the past week. Moreover he reflects on the active participation of the chamber which shows its position of representing interest of Switzerland in China.

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

Guillaume Joyet, Executive Director, is approved as Minutes Taker. Meng Lei, Office Manager, is approved as Vote Counting Officer. The Agenda of the current RAGA (2023/2024) and the Minutes of the last RAGA (2023/2024) are then approved by acclamation.

3. Reports and Proposals

3.1. President's Reports

Johann Oberson delivers the 2023/2024 Report:

- **Membership status:**

- The membership count showed steady growth throughout 2023, and we anticipate this trend to persist with further membership expansion projected for 2024.

Membership Status	15.03.2023	25.03.2024
Large Corporate	18	15
Medium Corporate	6	12
Small Corporate	50	52
Other Categories	23	40
Total	97	119

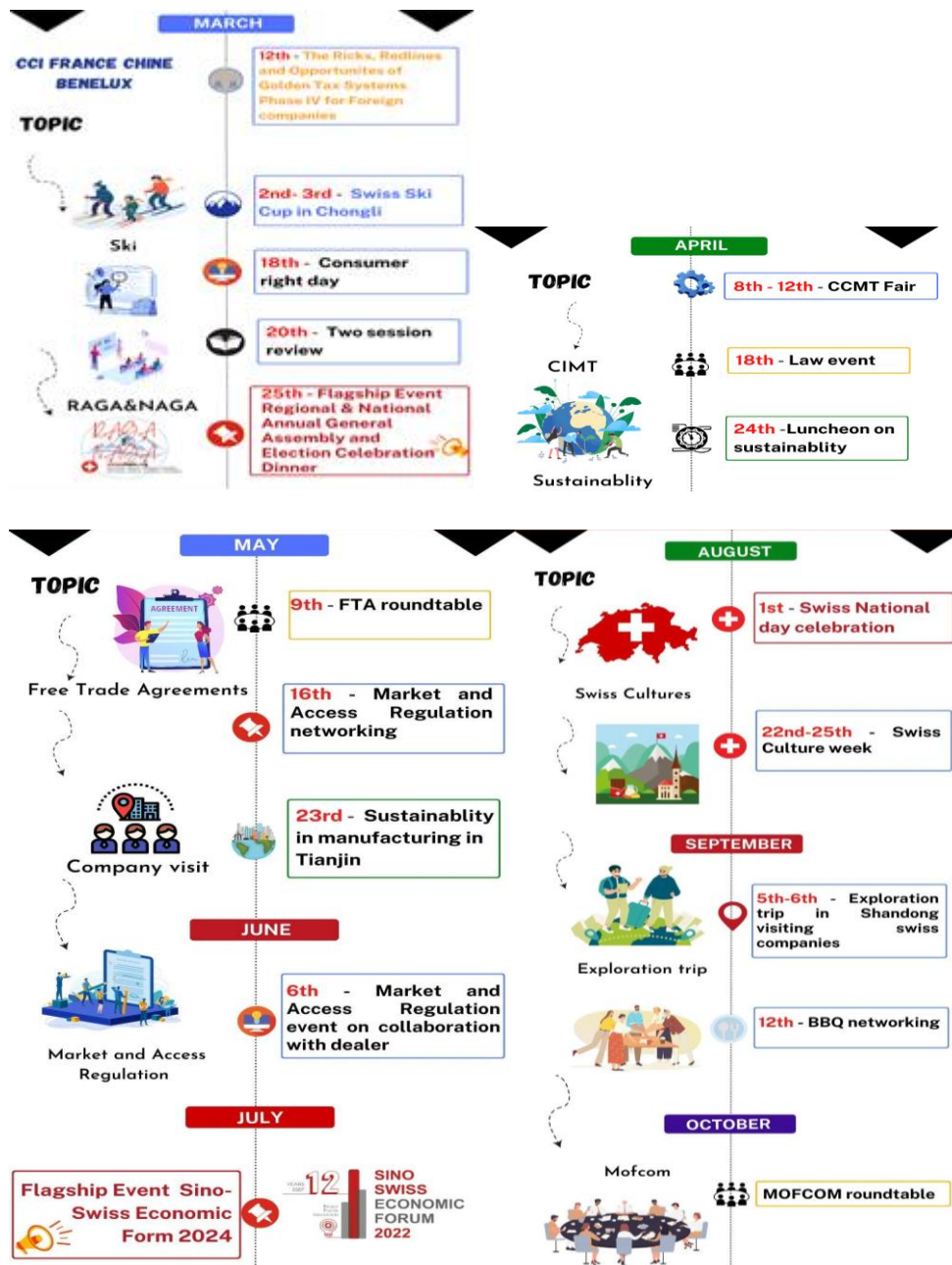
- **Events overview:**

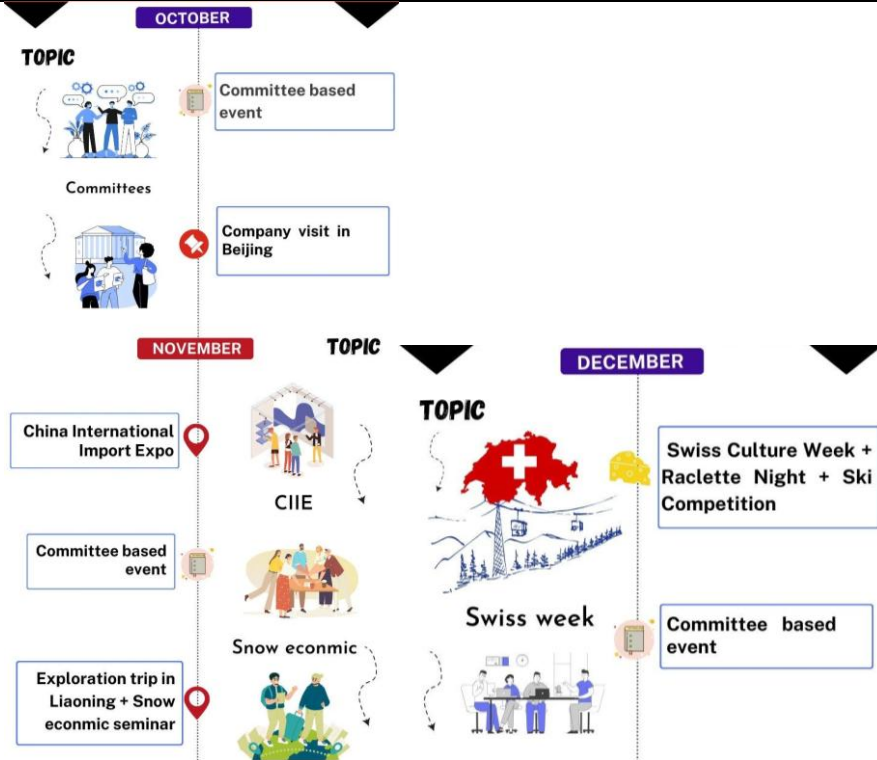
- Johann Oberson highlighted that SwissCham is now focusing on fewer events but prioritizing member-centered activities. This year, we hosted a total of 41 events.

Event 2023-2024	Number of events
Business Seminars	13
Breakfast seminars	1
Luncheons	2
Networking events	6
Flagship events	5
Webinars	3
Co-hosted webinars	
Supported webinars	8
Workshops	3
Total	41

- **Tentative Program**

- Johann Oberson conveyed that the team will collaborate closely with the embassy team and members to introduce and brand chamber events. The focus will be on addressing specific topics each month to better meet the needs of our members. Additionally, the team eagerly anticipates hosting the SSEF in July and will coordinate the event date with the Swiss Embassy to accommodate the Swiss delegation.





Committees report:

Johann Oberson emphasized that the committee serves as the central focus of the chamber. Up until 2023, the following committees have been active:

1. VPET
2. Life & Science
3. Market Entry & Regulations
4. Legal Committee
5. Innovation, Digital & Sustainability

Daniel Aellen Treasurer Report:

This year, the treasurer's report was presented by Guillaume Joyet, Executive Director of SwissCham Beijing, as Daniel Aellen was unable to attend.

The profit for the year was exceptionally high, primarily attributed to the hosting of two major events: the SSEF and SSBA. This increased profit will help bolster our cash flow, which had experienced a decline due to losses incurred in the previous year.

2023 Budgeted Profit:

- Revenues: CNY 2,895K
- Costs: CNY 2,684K
- Budgeted Profit: CNY 272K

2023 Actual Profit:

- Revenues: CNY 3,061K
- Costs: CNY 2,684K
- Actual Profit: CNY 377K

Moving forward, SwissCham's strategy will be to transition back to a non-profit organization and aim for a zero net profit. The decision to separate costs and revenue is intended to enhance transparency in financial reporting.

Below is a detailed breakdown of SwissCham's revenue and costs for 2023:

2023 Revenue:

- Membership Fees: CNY 657K

- Events: CNY 2,248K
- Products: CNY 156K
- Total Net Revenue: CNY 3,061K

2023 Costs:

- Wages and Salary: CNY 1,305K
- Event Cost: CNY 2,684K
- General and Administrative Cost: CNY 355K
- Total Net Cost: CNY 2,684K

In 2023, the average cash position amounted to CNY 1,417K. The fluctuations in cash position were mainly influenced by payments for the Sino Swiss Business Awards (SSBA) and contributions from sponsorship and membership payments.

For the year 2024, SwissCham anticipates close to zero profit:

2024 Budgeted Profit:

- Revenues: CNY 2,370K
- Costs: CNY 2,363K
- Budgeted Profit: CNY 7K

However, the profit may be impacted by the SSEF event, with a Swiss Delegation planning to join. This could potentially increase profits for the year due to heightened interest in sponsoring such events.

Report of the Auditor, Beijing Beijing Zhongheng Certified Public Accountant Co., Ltd, Auditor of SwissCham Beijing, who delivers his Auditor's Report and confirms that the Treasurer's Report is accurate.

3.2. Approval of Reports

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

Activity Report 2023/24:	Approved
Tentative Program 2024:	Approved
Accounts 2023:	Approved
Budget 2024:	Approved
Auditor's Report:	Approved
Discharge of the BOD 2023/24:	Approved

4. Appointments**4.1. Appointment of the Auditor**

2024 Auditor – Beijing Zhongheng Certified Public Accountant Co., Ltd. The Assembly approved.

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

Johann Oberson announces that 7 directors of the 2023/24 BOD are reapplying, while 5 new candidacies have been received for a total of 12 seats in the SwissCham board (incl. the president). The candidates briefly introduce themselves to the Assembly.



5.3. Board of Directors 2024/25

The following candidates are elected by the Assembly:

- ZZ Zhang
- Johann Oberson
- Lars Eckerlein
- Daniel Aellen
- Amy Xiang Cao
- Sun Ke
- Roger Germann
- Hong Cui
- Julia Sun
- Sebastian Blaettler
- Marc Wohlwend

5.4. President of SwissCham Beijing 2023/25

ZZ Zhang is elected President by acclamation upon suggestion of the BOD.

5.5. National BOD Representatives of SwissCham China 2024/25

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

ZZ Zhang	National representative
Johann Oberson	National representative

6. Appreciations & Closing

The BOD wishes to acknowledge and express its appreciation to the many companies, other organizations and individuals that supported the Chamber in 2023/24.

Beijing, 25 March 2024

ZZ Zhang
President, SwissCham Beijing

Guillaume Joyet
Executive Director, SwissCham Beijing
Minutes Taker of the RAGA