Minutes of the Board Meeting of Algorithmia

Date and time: **14 March 2023** at 18:30
Place: Université de Neuchâtel, Rue Abram-Louis-Breguet 2, 2000 Neuchâtel
Board members present:

CLARET Romain, President	PALMA MENDES Michael, General Secretary
NOTH Lorenz, Treasurer	

Guest present:

BAUMANN Fiona, Student - HEP BEJUNE	

Head of the meeting: CLARET Romain
Keeper of the minutes: PALMA MENDES Michael

Agenda items:
1. New member and board member
2. Official recognition by the rectorate and approval of the university charter
3. SITEL email address
4. University association listing
5. Web hosting and website creation
6. Donations and website hosting
7. Bank account options
8. Handling cash and donations
9. Membership for founding members

1. New member and board member
The board unanimously approved the integration of a new member, BAUMANN Fiona, an external master's student from HEP BEJUNE. The board also unanimously voted for Fiona to join the board and assist in organizing upcoming events.

2. Official recognition by the rectorate and approval of the university charter
The board is pleased to announce that Algorithmia has been officially recognized and approved by the rectorate of the University of Neuchâtel. The rectorate has requested Algorithmia to follow the university charter in its activities. The board members have read and approved the university charter, adhering to its guidelines.

3. SITEL email address
The board expresses its gratitude to SITEL for providing Algorithmia with an official email address on the same day as the recognition by the rectorate.

4. University association listing
Following an email exchange with GREUB Fabian, general secretary of the UniNE rectorate, CLARET Romain confirmed that Algorithmia would soon be listed on the university association listing on the University of Neuchâtel's website.

5. Web hosting and website creation

GREUB Fabian informed CLARETRomain that the university is no longer providing web hosting for association websites. However, the university is open to including links to Algorithmia's website and social media on the association listing of the university website. The board unanimously approved the creation of a website and assigned CLARET Romain to develop it.

6. Donations and website hosting

The board unanimously accepted CLARET Romain's donation of a one-year subscription of CHF 5 for the association's domain name. The board also agreed to host the website for free on Github, with the condition that the code is made open to the public.

7. Bank account options

The board discussed the different options for handling the association's finances. It was unanimously decided to open a bank account and investigate various banks to find one that meets the following requirements: low account management fees (preferably free), support for TWINT (ideally with no fees), a nearby ATM for depositing money, and a debit card with online payment capabilities.

8. Handling cash and donations

The board unanimously decided that only core board members could handle cash in the association's name. In other words, only the President, the General Secretary, or the Treasurer are allowed to accept cash donations on behalf of the association and deposit them into the association's account. The board also approved that every cash transaction must be documented and signed by both parties involved (the member or donor and at least one core board member).

9. Membership for founding members

The board unanimously approved offering the first year of membership for free to founding members if they request it. This decision aims to express gratitude for their contributions and commitment to the establishment of Algorithmia.

The meeting was adjourned at 19:45.

If any translation is made, the English version, original, shall prevail.

Place and date of the meeting of the Association

Neuchâtel, 14.03.2023   Neuchâtel, 14.03.2023

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Head of the meeting   Keeper of the meeting