

Voorbeeld beknopt vergaderverslag

CONSOBEL nv

Stafvergadering van 28 februari 2022 (11.00 uur) – lokaal C124

Aanwezig: Carl Bertens, Luc Coppens (notulist), Younes El Moussaoui, Tania Huremovic (voorzitter), Katja Wijfels
Afwezig: Iris Peeters (verontschuldigd)

1. Opening voorzitter

2. Notulen van 20 december 2021

De notulen van de vergadering van 20/12/2021 worden goedgekeurd onder wijziging van:

- p. 1, regel 10: 'de afdeling Catering' moet worden 'de afdeling Food & Beverage'
- p. 3, regel 7: 'Carl informeert ...' moet worden 'Younes informeert ...'

3. Mededelingen en ingekomen stukken

- Een verslag van de bijeenkomst van de werkgroep 'Consobel Rookvrij' op 18 januari 2022 zal beschikbaar zijn op het intranet.
- Drie vrijwilligers hebben zich aangemeld voor de organisatie van de bedrijfsuitstap naar Hasselt op 17 maart 2022: Sven, Conny en Mirza.

4. Evaluatie open dag

Op zondag 20 februari vond de jaarlijkse open dag van Consobel plaats. Op een paar kleine problemen na is alles goed verlopen.

4.1 Bezoekers

Dit jaar hebben 316 mensen de open dag bezocht: een absoluut recordaantal. 54 van de 59 personeelsleden waren aanwezig. Er wordt gevraagd of het mogelijk is om de tevredenheid van de bezoekers van de open dag in kaart te brengen met een online enquête.

Actie: Tania informeert bij IT.

4.2 Brochures

Om 17 uur was de voorraad brochures (300 exemplaren) uitgeput. Er is een namenlijst opgesteld van mensen die nog graag een brochure willen ontvangen. Er zijn intussen extra brochures besteld bij de drukker (klaar op 2 maart).

Actie: Luc verstuurt de bijbestelde brochures in de week na 2 maart. Katja bezorgt hem de adressenlijst.

Besluit: Volgend jaar moeten er minstens 400 brochures voorzien worden.

4.3 Catering

Iedereen was tevreden over de catering. De presentatie was verzorgd en het eten erg lekker. Eén nadeel: de grote afvalberg.

Besluit: Volgend jaar schakelen we Salons Georges weer in. We bespreken met hen een milieuvriendelijkere aanpak (karton i.p.v. plastic?).

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SJ Ball



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