

BUREAU

Meeting Minutes

European Fencing Confederation | 16 April 2026 | 2025-2026/7 | v1.0

Approved

I. MEETING DETAILS

Meeting Title	Bureau Meeting
Meeting Number	2025-2026/7
Date	16 April 2026
Time	09:00 - 10:00 CEST (1h 01m)
Platform	Microsoft Teams (online)
Chair	Etienne Van Cann (Vice President, acting Chair)
Bureau members present	2 of 4 (Pascal Tesch — absent; Jacek Slupski — medical leave)
Classification	Approved

II. ATTENDANCE

Name	Role	Present	Duration
Etienne Van Cann	Vice President / Chair	Yes	1h 00m
Nuala McGarrity	Treasurer	Yes	1h 01m
Iryna Mazheika	Presidential Assistant	Yes	1h 01m
Pascal Tesch	President	No	—
Jacek Slupski	Secretary General (medical leave)	No	—

III. AGENDA

Item	Topic	Type	Lead
1	Opening and agenda adoption	Procedural	Etienne Van Cann
2	Review and approval of previous Bureau meeting minutes (8 April and 10 April 2026)	Decision	Etienne Van Cann
3	COMEX agenda preparation (COMEX meeting 8 May 2026)	Discussion	Etienne Van Cann

4	Financial matters — cash flow update and Russia/Belarus membership debt	Information/Discussion	Nuala McGarrity
5	Administrative rules update — member federation count (46 → 42)	Decision	Etienne Van Cann
6	Travel expenses policy revision	Decision	Etienne Van Cann
7	Refereeing request response letter	Decision	Iryna Mazheika
8	Urgent business: data leak; physio service cancellation (Cagliari event); referee evaluation deferral (Patrick Sluman)	Urgent business	All
9	Daily / non-urgent business: Italian federation follow-up; website contact list; job vacancy	Daily business	All
10	Closure	Procedural	Etienne Van Cann

IV. DECISION REGISTER

Ref	Topic	Decision	Method	Lead
D-01	Previous Bureau minutes	Bureau minutes of 8 April and 10 April 2026 approved, subject to review for sensitive content by end of day 16 April. Etienne Van Cann to prepare public version; redact flagged items.	Consensus	Etienne Van Cann
D-02	Travel expenses policy	Revised travel expenses policy (updated fee structure + modern template) approved at Bureau level. To be submitted to COMEX for formal ratification at the 8 May 2026 meeting.	Consensus	Etienne Van Cann
D-03	Administrative rules — member count	Administrative rules amended to reflect 44 member federations (reduced from 46 following removal of Russia and Belarus in September 2023 and addition of Montenegro). Updated document to be included in COMEX pack. Requires COMEX ratification.	Consensus	Etienne Van Cann
D-04	Physio service — Cagliari event	Physio service initiative for Cagliari event cancelled. Only 3 registrations received; insufficient to justify engagement. Iryna Mazheika to inform the physio.	Consensus	Iryna Mazheika

V. ACTION POINTS

Ref	Action	Owner	Deadline	Status
A-01	Review Bureau minutes (8 and 10 April) for sensitive content; flag any items for redaction to Etienne Van Cann	Nuala McGarrity / Iryna Mazheika	16 Apr 2026 (EOD)	Open
A-02	Send summary of decisions from Tbilisi COMEX meeting to Bureau for inclusion in COMEX 8 May pack	Iryna Mazheika	24 Apr 2026	Open

A-03	Send reminder to commission leads to submit reports for COMEX 8 May meeting	Iryna Mazheika	24 Apr 2026	Open
A-04	Finalise and circulate revised Travel Expenses Policy (updated fee structure and Excel template) to Bureau; include in COMEX pack	Etienne Van Cann	24 Apr 2026	Open
A-05	Update Administrative Rules document (change "46 member federations" to "44"); include in COMEX 8 May pack	Etienne Van Cann	24 Apr 2026	Open
A-06	Finalise refereeing response letter; include evaluation criteria from previous selection; send before 24 April deadline	Iryna Mazheika	24 Apr 2026	Open
A-07	Locate previous referee evaluation criteria file (Teams or Jacek's files) and share with Iryna for inclusion in response letter	Etienne Van Cann / Nuala McGarrity	23 Apr 2026	Open
A-08	Remove Russia and Belarus from EFC website member list	Julian [tbc]	Immediate	In Progress
A-09	Contact physio to inform cancellation of Cagliari event engagement (poor registration response)	Iryna Mazheika	16 Apr 2026	Open
A-10	Send follow-up reminder to Italian federation re U14 Festival	Iryna Mazheika	16 Apr 2026	Open
A-11	Share job vacancy with Julian for upload to EFC website	Iryna Mazheika	16 Apr 2026	Open
A-12	Prepare draft budget for Congress presentation and circulate before COMEX 8 May	Nuala McGarrity	8 May 2026	Open
A-13	Confirm Russia outstanding debt position (statutory debt from CAS award costs); provide invoice details	Nuala McGarrity	8 May 2026	Open
A-14	Referee evaluation — Patrick Sluman: defer to next Bureau meeting for decision; prepare for COMEX ratification	Etienne Van Cann	Next Bureau meeting	Deferred
A-15	Fees review in Administrative Rules (per competition vs per tournament ambiguity): convene small working group	Etienne Van Cann	W/C 27 Apr 2026	Open

VI. MINUTES BY AGENDA ITEM

Item 1 — Opening and agenda adoption

Summary: Etienne Van Cann opened the meeting at 09:00 CEST. The draft agenda had been shared on the Teams meeting notes. Iryna Mazheika confirmed the existing items covered all outstanding matters under "daily business." The agenda was adopted without amendment.

Item 2 — Review and approval of previous Bureau meeting minutes

Summary: Etienne Van Cann confirmed that minutes for the Bureau meetings of 8 April and 10 April 2026 had been uploaded to the Bureau channel on Microsoft Teams. Iryna Mazheika confirmed she had not previously had access to this channel; Etienne added her to the Bureau team during the meeting and she confirmed access. Nuala McGarrity indicated the minutes were acceptable. Etienne also confirmed that the two sets of minutes contain the only Bureau decisions taken since the Tbilisi COMEX meeting, as no other Bureau meetings were held in that period.

Publication: The Bureau had previously resolved to publish COMEX and Bureau meeting minutes on the EFC website. This practice had lapsed since October/November 2025. The Bureau agreed to resume publication. Members were asked to review the two sets of minutes and flag any content too sensitive for public release by end of day 16 April. Etienne Van Cann will prepare a public version with any flagged items redacted.

Outcome: Minutes of 8 April and 10 April 2026 approved (D-01). Publication to resume; members to advise of redaction requests by EOD 16 April (A-01).

Item 3 — COMEX agenda preparation (8 May 2026)

Summary: The Bureau reviewed the draft COMEX agenda for the 8 May 2026 meeting. Etienne confirmed the rationale for the May date: final documentation must be dispatched by 15 May, requiring COMEX approval beforehand. Iryna Mazheika noted she holds a decisions summary from the Tbilisi COMEX meeting and will circulate it to the Bureau for inclusion in the COMEX pack. The Bureau agreed this summary, together with a summary of Bureau decisions since Tbilisi, should be sent alongside the COMEX agenda (no verbal minutes are required under the amended statutes; a decision summary is sufficient).

Documents for COMEX pack: Commission reports (reminder to be sent by Iryna — A-03), summary of COMEX decisions from Tbilisi (A-02), summary of Bureau decisions for ratification, draft COMEX agenda, revised Travel Expenses Policy (D-02 / A-04), updated Administrative Rules (D-03 / A-05), and the three proposals from member federations re Russia/Belarus reinstatement.

Congress preparation: The Bureau noted that COMEX agenda item on Congress preparation should include a current status update. Iryna Mazheika noted that Ursula (Congress preparation lead) had not yet shared an update; Pascal Tesch was expected to speak with her before the Bureau meeting on Sunday 19 April. A draft budget for Congress will be prepared by Nuala McGarrity (A-12). The voting system is under review: following a meeting with SEMI, two electronic voting systems remain under consideration. A conclusion is expected the following week.

Acknowledgement letter (Russia/Belarus proposals): The Bureau reviewed a draft acknowledgement letter to the three member federations (Turkey, Serbia, and one other) whose identical proposals for Russia/Belarus reinstatement were received. The Bureau agreed it is legally preferable to notify the federations that the three proposals will be combined into a single joint proposal before COMEX, giving them opportunity to object. However, no response needs to be sent before the COMEX meeting; the matter can wait until after Pascal Tesch returns. Nuala McGarrity and Iryna Mazheika confirmed the current draft acknowledgement is acceptable in substance.

Outcome: COMEX agenda and document list confirmed. Actions A-02, A-03, A-04, A-05, A-12 assigned. Acknowledgement letter deferred pending Pascal Tesch's return.

Item 4 — Financial matters: cash flow and Russia/Belarus debt

Summary: Nuala McGarrity confirmed the cash flow update will be presented to COMEX in person rather than circulated in advance (consistent with Pascal Tesch's preference). No changes to this approach.

Russia/Belarus debt and membership status: The Bureau discussed the financial and membership status of Russia and Belarus ahead of the Congress vote. Both federations ceased to be EFC members in September 2023. They have not been invoiced for membership fees during the non-membership period, nor should they be — Etienne Van Cann confirmed he has asked the Secretary General on multiple occasions not to include them in routine membership invoicing. The outstanding debt relates solely to the statutory cost award from the CAS arbitration, not to membership fees. Late payment charges cannot be applied as the relevant rule was only adopted in 2025.

If reinstatement is approved at Congress: If Russia and/or Belarus are readmitted, a formal notification must issue requiring payment of current-year membership fees within 30 days; failure to pay would result in them not enjoying

membership rights despite readmission. The Bureau flagged the need to have this payment framework confirmed before Congress. Nuala McGarrity to confirm the outstanding CAS award debt amount and invoice position (A-13).

Website / administrative rules: Russia and Belarus remain listed as members on the EFC website. Etienne Van Cann confirmed he has requested Julian to remove them (A-08). The administrative rules currently reference 46 member federations; this requires correction to 44 (see Item 5).

Outcome: Cash flow to be presented at COMEX. Russia/Belarus debt clarification assigned (A-13). Website update underway (A-08).

Item 5 — Administrative rules update: member federation count

Summary: Etienne Van Cann confirmed that following the removal of Russia and Belarus (September 2023) and the admission of Montenegro, the EFC currently has 44 member federations. The administrative rules, however, still reference 46. The Bureau agreed to correct this immediately by Bureau decision, with the amended document submitted to COMEX for ratification on 8 May 2026.

Fees review (deferred): A separate review of administrative rules fee provisions was raised but deferred. Ambiguity exists between "per tournament" and "per competition" in the fee schedule; members federations have raised queries. Etienne Van Cann committed to convening a small working group to review all fee provisions, targeting the week of 27 April or 4 May (A-15). No fee changes will be made at this stage; only the member count correction proceeds.

Outcome: Administrative rules amended at Bureau level to reflect 44 members (D-03). Updated document to be included in COMEX 8 May pack (A-05). Fee review to follow separately (A-15).

Item 6 — Travel expenses policy revision

Summary: Etienne Van Cann presented a revised travel expenses policy. The primary changes are an updated fee structure and the adoption of a modern document template (replacing the outdated version). The expense claim form (Excel template) remains attached to the policy. Nuala McGarrity confirmed the revisions are acceptable. The policy will replace the existing version and be submitted for COMEX approval on 8 May.

Outcome: Revised travel expenses policy approved at Bureau level (D-02). Etienne Van Cann to update and circulate final version today; Iryna Mazheika to include in COMEX document pack (A-04).

Item 7 — Refereeing request response letter

Summary: The Bureau received a referee assignment request from a federation. The request had been sent to Jacek Slupski's email address (he is on medical leave) rather than to the President, and came with a very short deadline. Iryna Mazheika prepared a draft response requesting additional time, acknowledging the Secretary General's absence. The draft was read aloud and approved by the Bureau as appropriately diplomatic.

Evaluation criteria: Etienne Van Cann noted that the evaluation criteria used in the previous referee selection process should be included in the response letter — this was contested by Bulgaria in the prior selection cycle and publishing the criteria upfront reduces risk of similar disputes. The Bureau agreed to locate the relevant evaluation criteria file (on Teams or in files left by Jacek Slupski) and incorporate it into the letter (A-07). Iryna Mazheika to send the finalised letter before the 24 April deadline (A-06).

Outcome: Draft response letter approved in principle (consensus). Evaluation criteria to be added before sending (A-06, A-07).

Item 8 — Urgent business

Data leak: Iryna Mazheika reported a data leak and confirmed that Julian (website/IT) has been contacted. The technical team is investigating the issue ("PK" related). Etienne Van Cann confirmed he was not copied on the exchange. Iryna to notify Bureau when the issue is resolved.

Physio service — Cagliari event: Only three registrations were received for a proposed physio service at the Cagliari event (physio was charging €300 per day, approximately €1,200 for four days). With such low uptake the Bureau agreed the initiative is not viable. Jacek Slupski had asked the physio to save the date but had not issued a formal confirmation. Iryna Mazheika to contact the physio to inform her of the cancellation (D-04, A-09).

Referee evaluation — Patrick Sluman: COMEX member Vilem Madr raised a query about a referee, Patrick Sluman, who had an accident and whose evaluation is requested to be deferred to the next season. No formal action had been taken to date. The Bureau agreed this does not need to be on the COMEX agenda at this stage; the Bureau will take a decision at a forthcoming meeting and submit to COMEX for ratification (A-14).

Item 9 — Daily / non-urgent business

Italian federation — U14 Festival: Iryna Mazheika had sent an email to the Italian federation regarding the U14 Festival but had received no response. Nuala McGarrity agreed the Italians should be pushed. Iryna to send a follow-up reminder today (A-10).

Website contact list: A federation (Antony) requested contact email addresses for EFC operations. The Bureau agreed to share these; Iryna to send the information to Julian for upload to the EFC website. Etienne Van Cann noted the website should be the primary source but is not currently up to date. Federations were previously asked to provide generic (non-personal) email addresses; their progress on this should be monitored (A-11).

Bureau meeting in Cagliari: Iryna Mazheika noted that Pascal Tesch has proposed convening a Bureau meeting in Cagliari if all Bureau members are present at the event. No decision taken; noted for follow-up.

Job vacancy: Iryna Mazheika confirmed a job vacancy can be sent directly to Julian for upload to the EFC website (A-11).

Item 10 — Closure

Summary: Etienne Van Cann confirmed no further business and closed the meeting at approximately 10:00 CEST.

VII. CLOSURE

Field	Details
Meeting closed at	~10:00 CEST
Next Bureau meeting	19 April 2026 (Sunday — Bureau meeting ahead of Congress preparation)
Next COMEX meeting	8 May 2026 (online)
Minutes prepared by	EFC Secretariat
Version	v0.1 — Draft for review by Bureau members
Approved on	[date to be inserted upon formal approval]
Signed by Chair	Etienne Van Cann, Vice President