

Member Information Meeting
26 November 2025 | 13:00 – 16:00 CET

Participants:

Matthias Pillaudin	MP	Chairperson
Inga Helmane	IH	Immediate Past Chairperson
Susanna Adelhardt	SA	Board member
Lourdes Afonso	LA	Board member – Part I, until 14:30
Philippe Demol	PD	Board member
Christophe Heck	CH	Board member
Jette Lunding Sandqvist	JLS	Board member
Tatiana Bitunska	TB	Chairperson PC – Part II
Birgit Kaiser	BK	Chairperson ProfC – Part II
Rafael Moreno Ruiz	RMR	Chairperson EC – Part II
Bogdan Tautan	BT	Chairperson RMC – Part II, until 15:10
Siegbert Baldauf	SB	SII Project Manager – Part II
Stephanos Hadjistyllis	SH	Senior Actuary/Project Manager – Part II
Annette Aragones	AA	Operations Assistant – Part II
Monique Schuilenburg	MS	Operations Manager

Guest:

Henning Wergen	HW	ECA Steering Committee
----------------	----	------------------------

Apologies:

Malcolm Kemp	MK	Vice-Chairperson
Hartwig Sorger	HS	Board member
Lauri Saraste	LS	Chairperson IC

	PART 1: 13:00-14:30 - Board only
1.	Opening of the meeting, and approval of agenda The agenda was approved unanimously.
2.	Update from the Board Issue: <ol style="list-style-type: none"> 1. Bi-lateral meetings (UK, NL, Romania, Germany) – Matthias <ol style="list-style-type: none"> a. IFoA meeting took place one week ago, constructive with valuable feedback. Date and timeline: next meeting with Peter Walker is scheduled on 1 December to share the updated material for Peter to share with the IFoA Board for their meeting on 11 December.

	<ul style="list-style-type: none"> b. Bi-lateral meeting organised with DAV on 10 December – noting that while there are no major concerns, some points regarding the timing of fee increases and implementation need clarification, with a meeting scheduled for December 10th to address these issues. c. Bi-lateral meeting with NL in process. To discuss their feedback (value proposal and explanation increase of fee).
	<ul style="list-style-type: none"> 2. Cooperation agreement actuviev – Jette/Philippe <ul style="list-style-type: none"> a. The revised document now includes Annexes 1 and 2, explained by JLS. PD added that it would help local associations to have better data (e.g. age). b. MP asked about the issue of multiple accounts and how this can be handled. JLS explained that actuviev cannot assist here, but we can instruct our MAs on how to best avoid having multiple accounts per users. (PD and JLS confirmed that in DK and B members only have one account.) c. JLS will arrange a follow-up meeting with PD and Martin Oymanns concerning the KPI, working towards a final agreement that can be approved/signed. 3. MoU with YAI – Matthias/Inga <ul style="list-style-type: none"> a. MP explained that the latest proposal is not in line with the AAE view.
3.	<p>Target Operating Model (TOM) – CE recruitment</p> <ul style="list-style-type: none"> 1. Criteria for assessment candidates – decision in December Board meeting <ul style="list-style-type: none"> a. The Board discussed the ranking criteria for the CE recruitment, including the need for clarity on the role's expectations, the inclusion of language requirements, and the process for finalizing criteria before the next board meeting. b. MP clarified that the current discussion is preliminary, with the Nomination Panel scheduled to review the criteria and the Board to make a final decision at the next meeting, encouraging members to submit suggestions by email in the interim (via email). 2. Feedback from the NP <ul style="list-style-type: none"> a. The NP will provide feedback on the initial proposal shared (Attn 3.1) and will provide final feedback after their next meeting (10 December 2025)
4.	<p>Finance</p> <ul style="list-style-type: none"> 1. Transition plan - to decide the position for the call for MA support (including for communication Panel) Comments/suggestions included : <ul style="list-style-type: none"> a. JLS proposed that an MA could provide a coordinator for interviews delegated by the communication panel, estimating an average workload of three hours per week. b. It was suggested that, while secretariat support is currently not a priority due to internal transitions, there may be value in offering operational support to committees, working groups, and task forces, which could be further discussed with committee chairs.

	<ul style="list-style-type: none"> c. It was briefly discussed whether to involve the TOM TF or the TOM TF volunteers to assist in drafting the transition plan. d. As the discussion was inconclusive, it was agreed to arrange a separate meeting dedicated to TOM implementation and MA support to allow for more in-depth discussion and to finalize the list of tasks before sending the official call for support.
	<p>2. VAT in CH/B – status update</p> <ul style="list-style-type: none"> a. CH reported that, following GT consultation, it was determined that VAT should not have been paid in Belgium for the past three years for certain contracts, and steps will be taken to correct this retroactively (3 years), resulting in material savings. b. Regarding the need to act before the end of 2025 or early 2026 to reclaim overpaid VAT, CH agreed to clarify the exact deadlines with the advisors and facilitate the process. c. Tax on revenue issue – to follow up in Q1 2026.
5.	<p>AAE Strategic Plan / Actions/ Risk Register</p> <p>Issue: To discuss the outcome of the 3 workshop sessions held in Brussels To discuss priority topics and the next steps (if any)</p> <p>Comments:</p> <ul style="list-style-type: none"> • IH sought clarification on whether the new strategic plan replaces the previous 'pillars' structure, with MP explaining that the plan now organizes actions into strategic streams, focusing on risk and value for stakeholders, but does not formally replace the earlier framework. • MP confirmed that the strategic action plan will be shared with member associations during the upcoming information meeting, and invited last-minute comments or adjustments to be sent by email before the slides are distributed.
6.	Any other business (no minutes)
	PART 2: 14:30-16:00 – Board, CommChairs, Support Staff
7.	<p>Minutes of the Board meeting of 31 October 2025</p> <p>The minutes of the meeting held on 31 October 2025 in Brussels were approved unanimously.</p>
8.	<p>Update from AAE Senior Officers</p> <ul style="list-style-type: none"> 1. Member Association Information Meeting – slides (Attn 8.1) <ul style="list-style-type: none"> a. MP noted that maintaining the fee at 22 Euro will reduce the organization's reserves from the previously projected 100% to 80% by the end of 2027, as presented at the last General Assembly in Paris, and that funds will need to be drawn from reserves.

	<ul style="list-style-type: none"> b. BK raised the need to set a flat rate fee for Observer Members due to new statutes. MP agreed to be prepared for the question if asked in the meeting. c. It was agreed to delete the slide MA support as no consensus was reached in the Board only meeting. <p>2. Meetings/ communication with EU stakeholders</p> <p>01 Meetings with stakeholders;</p> <ul style="list-style-type: none"> a. 12 February 2026: EIOPA, Frankfurt (was 21 January 2026: EIOPA, virtual) - noted
9.	<p>AAE Committees</p> <p>Issue: Share priority topics where the Board's immediate attention is needed (if any)</p> <ul style="list-style-type: none"> 1. ProfC: Update of ToR for AAE Board of Directors – based on the revised statutes and new Internal regulations. <ul style="list-style-type: none"> o BK led a review of the proposed update of the ToR for the Board of Directors, highlighting new decision-making procedures, operational delegation, and the need for alignment with Swiss Law, now more transparent in article 7, with Board members providing feedback and raising questions about insurance coverage and confidentiality. o MP asked for clarification on the meaning of GA ratification and the role of the Professionalism Committee in approving terms of reference, with Birgit explaining the processes and flexibility for board decisions (Board takes a preliminary decision, GA asked for approval afterwards). o Alignment with Links document – it was preferred to approve both documents at the same time, noting that the only Board ToR need GA approval. 2. EC: Approval ToR TF Student Mobility <ul style="list-style-type: none"> o RM explained that the student mobility TF aims to facilitate connections between universities offering actuarial science programs, distinct from the Young Actuaries Initiative, and to increase student and faculty exchanges across Europe. o The Board requested more explicit articulation of the strategic objectives and tangible outcomes for the student mobility initiative, suggesting that the terms of reference be revised to include these details. o The Board agreed that the revised ToR for student mobility would be circulated for approval by email. 3. EC: Approval ToR TF Sustainability – approved unanimously 4. RMC: nothing urgent. Working on 2 topics among which is ToR for the TF on Model Risk. 5. PC: nothing urgent. Tasks from last month: <ul style="list-style-type: none"> o PTS paper in progress, valuable assistance from SH. Expect publication mid December. o Consultation DC Pensions Toolkit: recognise a more common position with Pensions Europe o SSSC webinar 13 November, was successful with over 150 participants. o Survey on AR and PAR sent to EC, successful, still open.

10.	<p>Communications Panel (CP)</p> <ol style="list-style-type: none"> 1. Composition: nomination of Inga as CP member – approved unanimously 2. TEA – status update on EB ToR Review and modernization <ol style="list-style-type: none"> a. The Board discussed proposed updates to the TEA editorial board's ToR, including financial self-support (generate income from advertisements in TEA), the role of the chairperson, and alignment with strategic objectives, with the Board deferring approval pending further revisions. b. TEA modernization – project in 2026 3. AAE value proposal – impact assessment with MA. <ol style="list-style-type: none"> a. The board agreed that the CP will provide feedback before the next bi-lateral meetings. 4. Review AAE website – project in 2026.
11.	<p>Update on consultations</p> <ol style="list-style-type: none"> 1. to assign reviewers to outstanding consultations, if any <ol style="list-style-type: none"> a. 2 Consultations: on RTS (SII) and on Revised Calculation (SII) – reviewers: MP + CH 2. update on current consultations: <ol style="list-style-type: none"> a. SH informed the Board of a new, short consultation related to the European Commission's digital regulation agenda, with a streamlined process for drafting and input due to the limited response length.
12.	<p>Events</p> <ol style="list-style-type: none"> 1. ECA 2026 (June 18-19, 2026) – Henning (HW) <ol style="list-style-type: none"> a. To approve the business case and the registration fee <ol style="list-style-type: none"> i. IH noted that the business case was not approved by the Board in April. ii. The Board decided to give the mandate to the Steering Committee to approve the business case/registration fee and to determine the date of opening registration. b. To approve the replacement of Matthias by Inga in the ECA Steering Committee – approved unanimously 2. EAD 2025 (November 3, 2025) – Henning <ol style="list-style-type: none"> a. To receive brief feedback of EAD 2025 <ol style="list-style-type: none"> i. HW summarized the EAD's strong participation rates and positive feedback, noting the event was less expensive than budgeted. ii. The CP is requested to assess the value of regular EAD event formats versus webinars. 3. AAE Spring and Annual Meetings: for information on confirmed hosts/years: see website <ol style="list-style-type: none"> a. To confirm the host for Spring Meeting 2027 – The Board approved unanimously the application of AST Turkey to host the Spring Meeting 2027 in Istanbul.
13.	<p>Secretariat report The report was noted.</p>
14.	<p>Any other business None were raised.</p>

	Future meetings / conference calls: 13:00 – 15:30 CE(S)T on the second Wednesday of every month unless shown otherwise
	Schedule Board meetings 2024-2025: <ul style="list-style-type: none"> • 17 December 2025, virtual • 14 January 2026, virtual • 11 February 2026, virtual • 11 March 2026, virtual • 22 April 2026, Limassol, Cyprus time tbc – in conjunction with Spring Meetings • 13 May 2026, virtual – potentially reschedule to 20 May - tbc • 17 June 2026, Paris, France 09:00-13:00 (time tbc) – in conjunction with ECA 2026 • 17 June 2026, Presidents Meeting, Paris, France 14:00-17:00 (time tbc) • 8 July 2026, virtual • 9 September 2026, virtual • 7 October 2026, Málaga, Spain time tbc – in conjunction with Annual Meeting

SUMMARY OF MAIN ACTIONS/DECISIONS:

Actuview	<ul style="list-style-type: none"> • JLS will arrange a follow-up meeting with PD and Martin Oymanns concerning the KPI, working towards a final agreement that can be approved/signed. 	Jette, Philippe
CE recruitment	<ul style="list-style-type: none"> • Board members are requested to submit suggestions by email to the proposed ranking criteria (via email). 	Board
Finance	<ul style="list-style-type: none"> • Regarding the transition plan, it was agreed to arrange a separate meeting dedicated to TOM implementation and MA support. • Regarding the need to act before the end of 2025 or early 2026 to reclaim overpaid VAT, CH agreed to clarify the exact deadlines with the advisors and facilitate the process. 	Board Hartwig / Christophe
Education Committee	<ul style="list-style-type: none"> • The ToR TF Sustainability were approved • The ToR TF Student mobility were not approved, further clarification needed. 	EC
Communications Panel	<ul style="list-style-type: none"> • The Board approved the nomination of Inga as CP member. • TEA – EB ToR: approval deferred pending further revisions. • CP to provide feedback on the AAE value proposal before the next bi-lateral meetings. 	TEA EB CP
Consultations	<ul style="list-style-type: none"> • 2 Consultations: on RTS (SII) and on Revised Calculation (SII) – reviewers: MP + CH 	Matthias, Christophe
ECA 2026	<ul style="list-style-type: none"> • The Board decided to give the mandate to the Steering Committee to approve the business case/registration fee and to determine the date of opening registration. • To Board approved the replacement of Matthias by Inga in the ECA Steering Committee 	ECA Steering Comm.
EAD 2025	<ul style="list-style-type: none"> • The CP is requested to assess the value of regular EAD event formats versus webinars. 	CP

Host AAE Spring Meetings 2027	<ul style="list-style-type: none"> The Board approved AST to be the host of the Spring Meetings in 2027, in Istanbul, Turkey 	
-------------------------------	---	--