



## **DIRECTORS' RESOLUTIONS**

Board of Directors Meeting, 13th May 2013  
Shangri-La's Fijian Resort, Sigatoka, FIJI

### **ITEM 1 ELECTION OF THE CHAIRPERSON AND DEPUTY CHAIRPERSON**

The Directors approved the re-appointment of Ms. Sonja Hunter (Samoa) as Chairperson of the SPTO Board, and Ms. Linda Kalpoi (Vanuatu) as the Deputy Chairperson.

### **ITEM 6 MANAGEMENT REPORT: 4<sup>TH</sup> QUARTER 2012 - 1<sup>ST</sup> QUARTER 2013**

The Directors endorsed the Management Report outlining SPTO's Work Plans and outputs for the periods October-December 2012 and January – March 2013.

### **ITEM 7 FINANCIAL REPORT: 1<sup>ST</sup> Quarter 2013**

The Directors accepted the financial report for the 1<sup>st</sup> Quarter 2013 which provided an overview of the organisation's revenue and expenditure statement for the 1<sup>st</sup> quarter 2013.

### **ITEM 8 EDF 11 CONSULTATIONS**

The Directors noted the update on SPTO's participation in the first regional EDF11 consultations; and endorsed that SPTO attend and participate in other EDF 11 consultations.

The Directors further proposed that SPTO consolidates supporting documents and instruments on the region's tourism sector, including Business Strategies and Marketing Plans, for negotiations with the European Union.

### **ITEM 9 SPTO STRATEGIC REVIEW**

The Directors noted the update on the activities implemented under the SPTO Strategic Review including the development of the SPTO Business Plan, the review of the Organisation Structure and the processing of Governance

Arrangements for SPTO. The Directors accepted that the implementation of activities will be completed on June 30, 2013.

The Directors confirmed that a paper proposing policy options for settlement of outstanding government contribution be prepared. Follow-up activities to be conducted to ensure payment prior to the October 2013 Board meeting.

This will include the 20% increase in membership fees in 2014 that was approved in the previous Board meeting.

#### **ITEM 10 REVIEW AND UPDATE OF THE SPTO CONSTITUTION**

The Directors noted the scope of activities and process in the implementation of this and endorsed the process in the review and update the SPTO Constitution, and further noted that this process and a draft will be completed by June 30, 2013.

This will be submitted to the Council of Tourism Ministers Meeting for approval in October 2013.

#### **ITEM 11 REVIEW AND UPDATE OF THE SPTO CORPORATE POLICY MANUAL**

The Directors noted the scope of activities and process in the implementation of this review; and endorsed the process in the review and update of the Corporate Policy Manual.

This process will be completed by June 30, 2013.

#### **ITEM 12 SPTO ANNUAL REPORT 2012**

The Directors noted the Draft SPTO Annual Report 2012 and agreed to review the document and respond with comments within 7 days. The comments will be incorporated into the Draft Annual Report before approval.

## **ITEM 13 OTHER BUSINESS**

### **13.1 Annual Pacific Marketing Managers' Meeting**

The Directors endorsed the proposal for the establishment of a Pacific Marketing Managers' Annual meeting.

The Directors also noted that SPTO will further conduct research into the composition of this meeting, the suitable time to convene this meeting, and the relevant costs associated with the meeting (i.e. airfares, accommodation, and other costs). A revised paper will be circulated to the Board of Directors.

The Directors noted with appreciation the opportunity for airline support offered by Air Pacific and Air New Zealand.

### **13.2 ATE and TRENZ Trade Shows**

The Directors endorsed that SPTO fully explores the viability of leading the region's participation at the above tourism trade shows and provide a full report to the Directors for consideration.