

## **2014.12.13 – Draft of Minutes of 3<sup>rd</sup> ExCo Live Meeting**

The 3<sup>rd</sup> Live Meeting of the IVSA Executive Committee (ExCo) 2014-15 was held at 13.35 UTC on the 13<sup>th</sup> of December 2014 in Edinburgh, Scotland. The President being the Chair and the Secretary General present to take the minutes.

### **Present:**

Emma van Rooijen (President)  
Sara Wüeggertz (Secretary General (SG))  
Merel Rodenburg (Vice-President and Committee Coordinator (CC))  
Isaac Corderroure López (Treasurer)  
Kayleigh-Anne Norman (Development Aid Director (DAD))  
Anil Türer (Public Relations Coordinator (PRC))  
Jennifer Holle (External Relations Officer (ERO))  
James Bost (Trustee)  
Panagiotis Galatsanos (Secretary to DAD and Treasurer)  
Taeun Ryan Kim (Secretary to MOD)  
Ann-Katrin Autz (Secretary to MOD and CC)  
Joseph Lunt (Trustee)

### **Apologies:**

Khouloud Ben Salem (Member Organization Director (MOD))  
Somin Um (Post-Treasurer)  
Pim Polak (Immediate Past President)  
Camille Poissonnier (Trustee)  
Inés Ben Jabara (Trustee)  
Seth Yaw Afedo (Secretary to MOD)  
Seyed Ardalan Moussavi (Secretary to MOD)  
Khairina Abdul Halim (Secretary to DAD)  
Rita Kuo-Wei Chu (Secretary to DAD and ERO)  
Reza Akram Purwosunu (Secretary to PRC)  
Sara Krones (Chairman of Standing Committee on One Health (SCOH))  
Tom Merten (Chairman of Standing Committee on Veterinary Education (SCoVE))  
Shadi Hénrchiri (Chairman of Animal Welfare Committee (AWC))

- 1) **Opening** –Emma van Rooijen called the meeting to order at 13.35 UTC.
- 2) **Approval of agenda** – Emma van Rooijen moved to approve the agenda. This was adopted.
- 3) **Approval of minutes from 2<sup>nd</sup> Online Meeting**– Sara Wüeggertz moved to postpone the approval of the minutes from the 2<sup>nd</sup> Online Meeting to a Post Symposium Meeting on the 20<sup>th</sup> of December 2014. This was adopted.
- 4) **Trust report** - James Bost was the Trust representative for this meeting. He informed ExCo that the Trust held a Trust meeting where they discussed the agenda and there will be comments throughout the meeting.

Pim Polak is supporting Emma van Rooijen in her work as President and Sarah Krones in her work as chairman of SCOH. Joseph Lunt is helping Kayleigh-Anne Norman with the Development Fund and SCoVe with research regarding useful information for veterinary students. Camille Poissoiner is almost done with her thesis, will start with active Trust duty afterwards. James Bost is working on the bylaws change for regional groups. Merel Rodenburg will contact the OC in Romania regarding the Alumni Project.

## 5) Committee reports

- a. **SCOH** – Has been collaborating with IPFS on ABR Day which was an outreach regarding antibiotic use. Seth Yaw Afedo represented SCOH on the International Symposium for One Health Research in China where his presentation won 2<sup>nd</sup> prize of €130. They are currently working on a workshop that will be held during the IFMSA pre-GA in Istanbul (27 Feb-1 March 2015). SCOH has started communicating with IPSF and IFMSA regarding “Stop TB Day” which should be held in March 2015. Sarah Krones will speak on behalf of SCOH in a panel about “One Health Education for the future of doctors and veterinarians” on the WVA/WMA Global Conference on the One Health Concept in Madrid, 21-22 May 2015. SCOH are continuing to explore partnerships with AAVS or FAVA, has opened up communication with Brazil One Health, and has received the final copy of the MOU with WHSS. All SCOH members are using their own personal email with a SCOH footer when doing their official SCOH business.
  - b. **AWC** – Won’t have a workshop with Jeanne Marchig Center On Animal Welfare during the symposium since they are already giving a lecture.
  - c. **SCoVE** – Working with VetTalks, will have two practice sessions in Nottingham.
- 6) **Policy Statements** – Emma van Rooijen pointed that everyone need to read the policy statements before the voting for the Bylaws change before the GA starts, so that we can answer questions from delegates if needed.
- 7) **UN registration** – The ExCo of 2013/2014 applied for consultation status within the UN without asking the GA first. This was needed since the IVSA registration was due in June 2014, and later it was forgotten to bring up at GA in Indonesia. The application needs a GA approval. If not accepted, IVSA can withdraw the application

- 8) **WSAVA congress** - workshop/meeting/event - Congress in Bangkok in May. Pre-congress days with workshops, if IVSA is interested we can have a workshop. They won't pay us for it, but they will help with logistics and promotion. We also need to invite people ourselves. It might be better to postpone a workshop until WASAVA 2016 in Cartagena, Colombia.
- 9) **European commission** - Seminar dates. The European Commission has asked about dates that would be fitting for students in either April or October, ExCo recommends the end of October/start of November to plan around exams.
- 10) **IVSA Animal Welfare Conference** – Starting to work on what to do with the OC, get the rough outlines, everyone is welcome to come with inputs. Email Emma van Rooijen, Merel Rodenburg or Joseph Lunt.
- 11) **VMSA-IVSA Philippines**  
Henry Schein –Kayleigh-Anne Norman will present the equipment list to Henry Schein in their meeting with the representative from Henry Schein Cares Foundation on Monday 15th of December 2014. The other vet school has already gotten the money for restoration.
- 12) **One Health event SCOH** - Prize money. The prize money is around €130, these would be good to keep within SCOH and add it to their budget. Emma van Rooijen moved to add the prize money to SCOH's budget of 2014-2015. This was adopted
- 13) **SCOH budget**- SCOH is asking for reimbursement for attending future events. ExCo agreed to give SCOH reimbursement for IFMSA pre-GA (1 person, €200) and travel expenses for IFMSA event (€200), which will be €400 euros in total (can be divided between two if wanted). ExCo is waiting for the registration fee and more information on the event before deciding on budget for One Health Symposium in Amsterdam and Pre-World Health Assembly in Romania. Events as IVSA Symposium and SAVMA live meeting, where the whole ExCo will be present and online attendance is possible, a reimbursement for travel expenses aren't highly prioritized. ExCo will approve the €400 that will go from the original SCOH budget, if SCOH exceeds their budget of €500 euros (plus the €130 prize money) they can apply for up to €400 euros from the general committee budget.

Each committee can acquire €200 each from the general committee budget to send a representative to congress where they will give the report to the GA, attend the handover meeting and give a workshop if required. When we in the future have more money in the budget, IVSA will increase the committee budgets.

- 14) **Cultural differences**  
Video – Anil Türer has finished the video and will screen it on the opening ceremony.

Table settings – there haven't been made table settings for the formal dinner yet, Emma van Rooijen will do this together with Ann-Katrin Autz. MOD should add to the OC manual that the OC should inform about their country's culture, preferably on the website before the event starts, to prepare the delegates on how the cultural conditions will be like.

Last man standing – Emma van Rooijen, James Bost, Ann-Katrin Autz and Taeun Ryan Kim will do research and work out questions for the game. This will be held before cultural evening.

Recess at 14.52, started again at 15.14

### 15) **IVSA symposium UK&Ireland**

a. **Loan** – The OC of the IVSA UK & Ireland Symposium applies for a €1500 loan from IVSA Global, which is the Central Fund. OC would be willing to sign a contractual document to assure that IVSA would get their money back. This was accepted by the OC. The loan should be paid back by the 1<sup>st</sup> of September 2015, the individuals of OC will be held responsible and have to pay with their own personal funds if they can't get the money through sponsorships and then have to pay personally by the 1<sup>st</sup> of October 2015. Each person who is responsible for paying the money back will all sign the contract. ExCo will be allowed to contact organizations (particularly Nottingham Uni and AVS) on behalf of the OC to raise the money. OC need to give monthly updates. ExCo is allowed to actively pursue them if they don't come up with their owed money within these terms. A contract will be drafted with all the conditions by the ExCo.

Emma van Rooijen moved to grant the IVSA UK & Ireland OC a loan of €1477,12 excluding the transfer fees after signing a contract with specific conditions decided on individual verbal agreement of the members of ExCo. This was adopted after discussion and voting. Emma van Rooijen, Isaac Corderroure López and James Bost will draft this contract, and approval of this will be signed by the majority of the ExCo and the people responsible from the OC.

b. **Delegates** – We have 75 delegates and 23 MO's, which means that we have quorum for the GA.

c. **Itinerary** – Nothing to add.

d. **Partners & Sponsors** – The ones attending are WVA, World Animal Protection, OIE, Bayer, Henry Schein, Hills, Merck, VetStream, Mission Rabies, and Peter Jones whom is past president of BEVEA

e. **ExCo workshops** –

SCOH – Bhavisha Patel and Sarah Kronos is working on it  
DAD and ERO workshop - Fundraising and sponsorships for events/chapters

MOD and PRC - How to organize events and promote them

Emma van Rooijen and Peter Jones - Student wellness

Signing up for workshops will be after GA session 4 on the 18th of December. Maximum of 20 attendees for each workshop, and 30 for the student wellness workshop. Sara Wüeggertz will print the lists and collect a summary for each workshop

f. **GA agenda** – Sara Wüeggertz and Emma van Rooijen are working on the finalized version together.

g. **Contacts for Symposium** – All group communication will be via fb chat. ExCo will meet after each GA and discuss how the GA proceeded. ExCo will have breakfast meetings every morning. Emma van Rooijen will be the contact person for the OC. Ann-Katrin Autz will help if Emma is busy.

16) **IVSA Turkey-Ankara missing 30% of payment** – IVSA Ankara, Turkey haven't paid their last 30% of the central fund fee (€468) to the Central Fund from the IVSA symposium in Turkey. ExCo will suggest to the GA that IVSA Ankara should be suspended until they pay their debt.

17) **SAVMA** – No real info from Sarah Ford. Merel Rodenburg or Jennifer Holle will contact Sarah Ford for information.

18) **Regional Groups, possible Bylaws change and IVSA Asia** –

Each regional group would have their own committee, where the committee chairman gets elected by local MO's. These committees would encourage local activity and regional growth. This would motivate people to attend congress and symposium, and encourage cooperation between countries.

19) **Incentive on fundraisers for DF**- Kayleigh-Anne Norman would like to create a competition between MO's or chapters to raise money for the Development Fund. The MO' or chapters will be divided into two groups, one containing the countries high GDP and one containing the countries with low GDP. There would be fundraising competitions within the groups. This is a way to earn more money to the Development Fund since it relies on the DF auction during IVSA events. Kayleigh-Anne Norman had some ideas on what the prizes would be for the best performing chapters.

- IVSA DF could give 5 DF hoodies to the best performing chapter.

- The best performing chapter could get a plack.
- The best performing chapter could get reduced symposium fees
- IVSA could talk to Henry Schein about getting stethoscopes for the winners.

20) **Isaacs MO Email project** - Isaac Corderroure López will contact MO's to ask if they have an email address for their chapter, and set up email addresses for those who don't have one in the format of [ivsacountry.chapter@gmail.com](mailto:ivsacountry.chapter@gmail.com). These email addresses will later on be updated on the IVSA website together with the IVSA chapter map. Isaac will give a presentation about this during the GA.

21) **3rd online meeting** – Emma van Rooijen can attend on January 31<sup>st</sup>, February 7<sup>th</sup> or February 8<sup>th</sup> in 2015. Sara Wüeggertz will make a doodle poll after the symposium has ended.

22) **Dejen MAH issues** – Dejen Asaye is asking for more money. ExCo will look at the expenses and see how much that they actually can be reimbursed him for. Right now ExCo can potentially reimburse him around €50, but he's asking for €1089. Dejen handed his receipts to Joseph Lunt, who handed them to Hannah van Velzen, who thereafter gave the receipts to Somin Um. Somin Um sat down with Dejen Asaye during the congress in Indonesia where they summed up the costs. ExCo decided that they will not reimburse Dejen Asaye further.

23) **AOB** –

a. Post symposium Live meeting – A brief post symposium live meeting will be held on the 20th December 2014 in Nottingham.

b. Team bonding day – Will be held after the post symposium live meeting. We will have brunch, and possibly ice skate afterwards. People can start to leave for the airport at 13.00.

c. Post-congress questionnaire – Hannah van Velzen pointed out that there was not sent out a questionnaire after the Congress in Indonesia. ExCo will look up why it didn't get sent out.

d. VNA3 – IVSA has got the email belonging to the VNA3 cases, so there are no certificated cases yet

e. Hannah van Velzen proposed that ExCo should consider proposing to the GA to grant Frédéric Lohr a honorary life membership of IVSA. This will be discussed during the live meeting during SAVMA.

Adjourned at 19.11 GMT.