



5th meeting of the board of SBSP, Minutes

Wednesday 03 October 2018, 11:00-12:00 Danish time

Board members present:

Pikka Jokelainen (PJ)
Vaidas Palinauskas (VP)
Gunita Deksnė (GD)
Andrea Miller (AM)
Rebecca Davidson (RD)
Age Kärssin (AK)
Guðný Rut Pálsdóttir (GP)

Board members absent (with notification):

Andrew Williams (AW)

1. Welcome

PJ welcomed everybody on the current board meeting and shortly introduced the main raised questions for this meeting.

2. Documents

2.1. Minutes of last meeting are online

PJ informed that previous meeting minutes have been uploaded on the SBSP web page.

2.2. Contract discussion with WFP is ongoing (Pikka).

*PJ informed that SBSP statutes state "The President, the Secretary and the Treasurer have signature rights for the Society." **Decision:** The board agrees to give the rights to PJ, the president, to sign the ICOPAnhagen-related contract(s) on behalf of SBSP. PJ consults with the board before signing (first draft already circulated), and copies of the contracts will be shared with all board members and archived by the Treasurer (RD, AW; not to the website archive due to confidentiality).*

3. Update from ICOPA2018 (Pikka, Andrew, Vaidas)

3.1. ICOPAnhagen!!! The bid of DSP and SBSP won with clear numbers!

PJ and VP express their impression of the ICOPA2018 and inform that Europe was not very well present. VP informed that this event was good for SBSP visibility, many Polish people were introduced with SBSP who hopefully will join the society and many new connections with societies from Russian part were introduced. PJ informed that SBSP canvas bags now are distributed all over the world to members from different Parasitology societies. PJ shortly explains the voting process for the bids and that ICOPAnhagen bid received 35 votes while Canadian bid received 9 votes. PJ and VP inform that everybody liked the title of ICOPAnhagen.

3.2. Report on the promoting budget (Pikka).

PJ informs that promoting budget was limited but not fully used. SBSP and the two other societies providing financial support will get some of the money back. PJ will send copies of the financial documents to the Treasurer (RD, AW). Wonderful Copenhagen refused to have anything back.

3.3. PJ was nominated 1st Vice-President of WFP.

PJ informed that she was nominated as 1st Vice-President of WFP. VP stressed that this is very important to SBSP. This will be very good for the society.

4. Update on CSBSP8-EVPC2019 planning. (Pikka, Andrew, Gunita, Vaidas, Gudny)

4.1. Save the date: (09.-)10.-11.10.2019 Copenhagen

PJ gives updates to CSBSP8-EVPC2019 on planning. Any suggestions for keynote speakers are welcomed. Activities to promote and seek for funding for the CSBSP were discussed.

4.2. Promotion at ICOPA2018; we got earmarked support for postcards and canvas bags
The support from a Lithuanian Veterinary Clinic to promote SBSP and CSBSP was evaluated as a success. Visibility to the supporter in SBSP's social media etc., and to SBSP and CSBSP at ICOPA.

5. Financial matters (Rebecca, Andrew)

RD informs that still cannot get accesses to AW to bank and at the end of the year report for two years will be prepared. As assistant treasurer AW needs to have an access to the bank account and will have also signature rights when starting as Treasurer. RD informs that former treasurer Ulrika Forshell still has access to SBSP bank account. RD suggest that at least two persons from board has accesses to bank account. Board agreed that this should be kept in future as well.

RD informs that SBSP get back 300 Euro from promotion support; one member had paid two times and will be refunded, AM and RD should check the payment records.

The board discussed the financial situation in regard to the grant period. RD will inform the board on precise numbers.

RD informs that SBSP need to pay a membership fee for 2017/2018 and 2019 to EFP, but still have not received any information from Laura Rinaldi (EFP treasurer) regarding the payment.

6. Membership matters (Andrea)

6.1. Number of members, ideas for attracting new members

AM informs about current situation on SBSP members (the updated, cleaned list in making) - 20 honorary members; 19 student members; 40 regular members; 3 new members (1 Poland; 2 Latvia). In total 75 members. 53 who have not paid but are on the old member list.

PJ suggest adding some sentence on the regular e-mail to members, that the membership fee is requested to be a member. VP suggests considering the membership fee as it has not been changed for last 10 years. Board will prepare the suggestion to next GA.

6.2. Draft of procedure for nominating honorary members and for WFP awards

AM made a draft to the procedure for nominating honorary members which includes the description of procedure – everyone can nominate by brief file of achievements, whom should we eligible – anybody of our members or only from our region; active member (paying) or previously paying? Optional to include signatures and letter of recommendation. It would be good to nominate the persons at about 6 months before GA and publish it in all possible web sources and perhaps let the SBSP members vote for it 1-2months. Afterwards within a one month SBSP board committee would summarize the results. Committee of board to choose will consist of 3-4 people –not close persons to nominated persons. VP suggests person who can apply – everybody SBSP was or are members. RD stress the conflict of interest – nominate extra people to evaluate, if there are too many conflict or to use extra working group. PJ suggests to encourage inclusion, e.g. gender balance and that, different fields of parasitology and that persons from different age groups can be nominated (not always a old

person). Also students can be nominated if they have done something impressive. AM suggest to give a certificate or permanent present to honorary members. AM will made an updated draft until the next board meeting. Circulate the draft soon.

7. Grant matters

7.1. Update (Gudny, Age)

New grant season. The grants were discussed and board will prepare the answer if there will be anyone interested to any of grants.

7.2. Draft(s) of text(s) about some grant receivers to social media (Gunita, Gudny)

It was discussed how to promote the SBSP grants and examples from previous grant receivers will be drafted until next board meeting.

8. Social media (Pikka, Gudny)

PJ and GP informs about the SBSP social media accounts – on Twitter 291 followers; FB 800 followers.

9. Email from American Society of Parasitologists* needs to be replied (Vaidas, Pikka)

PJ suggest to answer and in the response e-mail include the information on to update info on our society link to our conferences CSPSB and ICOPA. AM suggest to promote the collaborations to inform our members as a benefits, discounts in other places as well. VP will draft the letter to ASP.

10. Update-needs of our webpage (Vaidas, Age, Gudny)

10.1. Do the links work? Is it easy to find information?

PJ suggest checking what is on our website. AK checked and will draft a file with links not working and will share with VP and GP.

10.2. Statement of commitment to equality and diversity (Pikka)

PJ suggests that the Society could state its commitment to equality and diversity. PJ will make a draft statement.

11. Email to members: ICOPAnhagen, CSBSP8 (Andrea, Pikka, Andrew, Vaidas)

PJ suggest to draft an e-mail regarding ICOPA, dates of CSBSP. AM will make a draft of letter to members within this month.

VP suggest to add something to SBSP web page on ICOPA. PJ will do that.

12. Minutes of this meeting: compiling, round of comments, to the website (Gunita)

GD will summarize the meeting minutes, share with other board members to comment and then forward them to webmaster for publishing them on SBSP webpage.

13. AOB

Vice-president (VP) is responsible of the relevant information being forwarded to new boards, e.g. by including in the board manual. VD will draft a separate agenda in the manual to prepare the new board.

14. Main action points agreed:

PJ, the president, will sign the ICOPAnhagen-related contract(s) on behalf of SBSP.

AM will made an updated draft of procedure for nominating honorary members.

GD/GP will make a draft of reports from previous grant receivers.

VP will draft the letter to ASP.

PJ will make a draft of statement on equality and diversity in SBSP.

AM will make a draft of letter to members.

VD will draft a separate agenda in the manual to prepare the new board.

15. Topics agreed for the next meeting

ICOPA update (Pikka, Andrew, Vaidas)

CSBSP8 update (Pikka, Andrew, Gunita, Vaidas, Gudny)

Membership situation update (Andrea)

Grant matters (Gudny, Age)