

Notes from the SBSP Board meeting 12th March, 2014

(conference call)

Participating board members: Pikka Jokelainen (PJ), Brian Lassen (BL), Jakob Skov (JS), Rebecca Davidson (RD), Vaidas Palinauskas (VP), Gunita Deksne (GD), Ulrika Forshell (UF, minutes)

1. Accepting new members

Dovile Bukauskaite (LIT), Marjo Urbanski (FIN), Lea Tummeleht (EST)

Everybody gave their positive vote for accepting above named members.

2. Choosing the country that will host the single SBSP account in the future.

In Denmark, Danske Bank is hosting our account today, JS has not contacted other banks. Transaction into the Swedish account would cost DKK 250. RD said that Norwegian banks they charge at most NOK 50 to pay into foreign accounts. PJ assumed that transaction fees will not be a problem when payments and applications are made via the website. BL mentioned PayPal – if you connect PayPal to your own account and they only charge a small fee. This allows people to pay with e.g. VISA.

JS advised that the annual cost is DKK 300, which will soon be doubled. BL reminded that we already have a Danske bank account, what we want is to avoid bank bureaucracy and high maintenance fees (e.g. in FI), and that transaction fees for members should be as low as possible. BL favours SE bank account. RD observed that regardless of chosen SBSP bank's nationality, you will still be subject to what your own bank charges. BL suggested circumventing this by using Paypal.

Based on the pros and cons presented in this discussion and in the previous ones, the board voted on the selection of the bank. The Board was in unanimous favour of SE.

It was agreed that UF will handle bank transfer of signing rights to RD following publication of these minutes on the SBSP website. VP asked if we should empty local accounts, pay possible bills and deposit the rest into SE account? VP advised that Lithuanian account holds approx. EUR 6000. JS observed that we could pay for local grants/stipends with this money. PJ said that we need to inform members of the bank switch before closing accounts. JS suggested that we keep all accounts open until web-payment option is in place and this suggestion was favored and selected as the action plan.

3. Updating website

Background :Website needs to be modernised, including online membership registration and payment of fee. Logo needs updating. Below are four propositions solicited by BL and RD prior to the meeting:

1. Alo Tänavots (Estonia): 500-600 EUR for redesigning website with payment option. He can maintain the website for a smaller fee/year (around 100 EUR). He suggests an alternative to PayPal, an Estonian solution called [Transferwise](#). However, he does not have a registered company and thus no easy option of billing the society.
2. [Fenomen](#) (Estonia): 4000 - 5000 EUR + VAT depending on details for redesigning website with payment option. This includes analysis, custom concept and custom design, content types, subscriptions and payment system.
3. [Tegnestuen Undertryk](#) (Denmark): EUR 335 to redesign logo, website graphic redesign incl submission form for new members and implementation for payment system EUR 1300, highly adaptable platform, tablet/smartphone compatible easy to update, but offer only includes the first 5 pages on the website. The offer includes instructions in how to further expand the website using the Joomla platform.. They can also host the website, EUR 95/year
4. RD informed about a Norwegian individual: NOK 5000 to build site, however, this was second-hand information via a friend, we need more info. Needs to be registered as a sole trader with tax authorities.

BL explained that not only do we need a new site, a new logo design, payment system, a new host also needs to be resolved because the current host is closing down.

BL stated that billing possibility is a prerequisite – all agreed to this and that BL progress with Tegnestuen to get a more detailed quote, since they can offer continuity and can also host the site.

BL requested that everybody explore further options and revert to him within two weeks (26 March at the latest). Decision needs to be made before end March, because current server will be closed down. The board agreed to vote on this matter by email.

4. Redesign of logo

Background from BL: In the process of asking for prices for the website and being asked again for a high quality image of our logo for the conference websites it is clear that our current logo is not of very good quality for either web or print. Not a new logo that looks too different, but the same in an updated form (remake).

VP says we should keep more or less same logo, but the quality needs to be better. JS added that it needs to be more applicable and easy to use, maybe change the design to make it more defined. BL likes it as it is in the current format, but it needs high quality. RD + UF + GD + JS observed that

it looks a bit messy and disorganized, we should strive for a more modern version of what's there. BL proposed to ask for 3-4 sketches to decide between after the deadline 26th March. JS also noted that today the logo is just a tree and nematodes. The full name of the society is not present and should be added (Scandinavian-Baltic Society for Parasitology). All were in favour. BL stated that finally, it should be possible to scale down and still be visible.

5. Student stipend for thesis work (Gunita and Ulrika)

The draft application form had been circulated and commented on prior to the meeting. All comments were discussed and it was agreed that a revised version be produced, and the final draft would be accepted via an email poll. The final version will be appended to the minutes issued after the third meeting meeting 2014.

7. SBSP6

Background: Deciding on the future standpoint of SBSP in the matter of covering the risk of cancellation of the meeting, and ensuring low fees for students/members.

BL was in favour of voting for guarantee, if it is within a reasonable amount, suggest max EUR 3000. UF was asked to get exact for figure from EOL, and then the Board will vote by email. BL added that the sum should not exceed 10% of our holdings in the future. All voted in favour of this limit.

14. Emptying the Lithuanian account

The Board agreed to empty the Lithuanian account first. This point was discussed and decided on together with Item 2 of these minutes. However, the online payment system needs to be in place before the remaining local accounts are dismantled and emptied.

15. Payment to European Federation of Parasitologists

The SBSP has paid membership fees for 2013 but RD is awaiting for final membership numbers from JS before the 2014 membership fees can be paid. Once the number are known, the payment will be made from the Lithuania account (VP) with details provided by RD.



== REMAINING AGENDA ITEMS POSTPONED UNTIL NEXT MEETING==

6. Updating Board Manual (Brian)

8. EMOP XII conference (Brian)

9. Promoting SBSP6 and EMOP XII(all)

10. Compiling membership information into one file – status report (Jakob)

11. Creation of a ResearchGate page (Vaidas)

13. Status on formulating the concept of a firm membership of SBSP (Jakob)