



1st meeting of the new board of SBSP, Minutes

Monday 19th June 2017, 12:00 GMT/14:00 CEST/15:00 EEST

Board members present:

Pikka Jokelainen (PJ)
Vaidas Palinauskas (VP)
Gunita Deksnė (GD)
Rebecca Davidson (RD)
Andrew Williams (AW)
Andrea Miller (AM)
Guðný Rut Pálsdóttir (GP)

Board members absent (with notification):

Age Kärssin (AK)

1. Welcome and introductions, new positions and new board members

1.1. Nominate: webmaster. Suggestion: Brian Lassen is willing to continue.

PJ shortly welcomed new board and the new board accepts Brian Lassen to continue as a webmaster.

2. CSBSP7 update and thank you (Gunita)

GD gave an update regarding CSBSP7 – in total there were 67 participants from 20 different countries (including 4 invited speakers); 27 oral presentations; 43 posters. Feedback about the conference has been highly positive.

3. Document matters from previous board and GA (Andrea)

3.1. GA minutes, minutes of the last meeting of the previous board

AM will organize the GA minutes and previous board meeting minutes to be uploaded to SBSP web page.

4. Update on matters from previous board and GA (Pikka)

4.1. Honorary member Antti Oksanen received flowers and letter

PJ informed that newly elected honorary member Antti Oksanen has received congratulation flowers and a letter from SBSP via mail.

4.2. Previous president Jakob Skov received flowers and hugs

PJ informed that previous SBSP president Jakob Skov personally received a flower from SBSP.

4.3. Mobility Grant receiver Maryna Galat received the decision

RD will send an e-mail to Maryna Galat regarding providing us with bank account information.

4.4. Young Scientists Katarzyna Tołkacz, Aurelija Miliūtė and Kärt Must contacted

RD will contact Young Scientist award receivers for their bank details, so the award of 500 EUR each can be transferred. VP suggested to contact once again all Conference travel grant receivers to check out if they managed with assigned amount of grant.

4.5. Thank you letter to BIOR/Gunita sent

PJ informed that a letter to Institute “BIOR” and the organizing committee has been sent to thank for hosting and organizing CSBSP7 in Riga, Latvia.

4.6. CSBSP8 in CPH, DK, April/September 2019, with EVPC, DSP? OC: Pikka, NN?

The board decided that the CSBSP8 will be organized in Copenhagen, Denmark, in 2019, most probably in April, and possibly will be merged with event of Danish Society for Parasitology (DSP), and/or with European Veterinary Parasitology College meeting (EVPC). PJ, AW and GD will participate in Organizing committee.

*4.7. Preparing an email to members about new board and news, updates to website
PJ will prepare the draft of e-mail to all SBSP members and will circulate it within the board for review. AM will prepare a latest list of all member e-mail addresses.*

5. Board manual (Vaidas)

5.1. Suggestion: year plan

PJ suggested to include a Year plan with grant reminders and calendar of SBSP actions in the Board manual.

5.2. Round of updating during summer?

VP will update the Board manual with two new board positions (Membership officer and Treasurer Trainee) and their task descriptions. All board members will comment on the manual draft.

6. Grants: update (Gudny and Age)

6.1. Include this info to the year plan, are the instructions clear, how to promote?

GP together with AK will check for need of updates in the grant application forms and necessary information regarding grants, as well as will plan how to promote the SBPS grants. The board discussed that grants would be good to be included in the SBSP annual action plan.

7. Financial matters (Rebecca)

7.1. Nominate: Treasurer trainee

The board nominated AW for this position.

7.2. Update of payments to EFP and WFP

RD will check/do the payment for EFP and WFP for 2017 and AM will summarize the final number of SBSB members.

7.3. Budget for future years?

RD informed that the SBSP budget strongly depends on how many paying members will be. Because of that, in PJ prepared e-mail for the members, payment issue will be emphasized. RD suggested adjusting e.g. the grants available if needed. This matter will be looked into, it is important to ensure the continuation of the key activities.

7.4. Should we have an accountant also checking the finances?

PJ and RD suggested that it would be good to look into options for accountant also checking and commenting on the financial matters.

8. Membership matters (Andrea)

8.1. Update member list, honorary member list, email list of members

AM informed that members list as well as honorary members list need updates on the web site. PJ suggests that the list could be checked and updated e.g. every 3 months. AM will think of practical solutions.

8.2. Draft "why and how to become a member"

AM will draft of text that could be used to promote to become a member.

9. ICOPA update (Pikka and Andrew)

9.1. Pre-bid deadline September 2017

PJ informed that for ICOPA it is a two-step decision. The first step will be on September when there is a deadline for submitting the pre-bid.

9.2. Letters of Support from local and regional institutes and societies

PJ invited the board to think about local or regional institutes and/or societies which could give a support letter for the ICOPA effort in the later stages.

9.3. Promoting the FB page and website

PJ suggested that SBSP could actively promote the bidding process of ICOPA via SBSP FB and web page.

10. Social media (Pikka and Andrew)

10.1. FB admins

PJ informed the new board members that all board members are welcomed to be SBSP FB page admins and also invited to encourage members to share their studies via SBSP FB page.

10.2. A text to encourage people to share links to new articles there? (Andrew)

AW will prepare a text to encourage people to share their articles.

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

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

12. AOB

The board agrees that idea regarding "Parasite in Focus" is a good idea and need to be realized.

13. Matters agreed for next meeting in September

Promoting plan for grants (Gudny, Age)

ICOPA update (Pikka, Andrew)

Membership situation update (Andrea)

First announcement of CSBSP8? (Pikka)

Board manual (Vaidas)