



## 6th meeting of the board of SBSP, Minutes

When: Wednesday 19 December 2018, 10:00-11:00 Danish time

### Board members present:

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

### Board members absent (with notification):

Age Kärssin (AK)

#### 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 (Gunita)

*GD informs that previous meeting minutes will be finalized and uploaded on the SBSP web page.*

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

*For the contract all things are clear, not yet signed.*

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

*PJ informs that next CSBSP8-EVPC2019 OC meeting will be on 4<sup>th</sup> of January. Currently OC are actively seeking for sponsors for the event. All ideas for sponsors are welcome and are invited to send to OC members.*

#### 4. Update on ICOPAnhagen planning (Pikka, Andrew)

*No major updates at this point. There will be a consultation round opened this month to gather feedback and ideas.*

#### 5. Financial matters (Rebecca, Andrew)

##### 5.1. Financial situation (Rebecca, Andrew)

*RD informs that there has not much changed since previous meeting only a couple of new incoming membership payments.*

##### 5.2. Update on getting access rights to be as needed (Andrew)

*AW informs that this is still in progress. Will be solved in January, 2019. Two persons will have the access to the account, smooth change of the Treasurer is important.*

##### 5.3. CSBSP financial matters (Pikka, Andrew)

*PJ suggests that it would be useful that there are two persons who will check the incoming payments when the CSBSP conference fee will start to flow.*

#### 6. Membership matters (Andrea)

##### 6.1. Number of members, ideas for attracting new members

*AM informs about current situation on SBSP members - 78 paying members on the new list. The board agrees that all should try to get number of members up in their countries and networks.*

6.2. Update on draft of procedure for nominating honorary members and for WFP awards

*AM will resend the draft with some comments regarding time lines. Out in early 2019.*

7. Grant matters

7.1. Update (Gudny, Age)

*GP informs that no applications have been received. Board agrees that in the beginning of 2019 the decision on available grants for current year will be made.*

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

*GD/GP informs that the draft information will be finalized in January, 2019.*

8. Update on replying the email from American Society of Parasitologists (Vaidas, Pikka)  
*PJ and VP will do this. First the updates to our own webpage.*

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

9.1. Update on testing whether the links work? Is it easy to find information?

*VP commented that there are a lot of links that do not work. AK has started to prepare a file with the links that do not work and with the new links, which will be sent to web master. GP marks that history of boards should be updated. Some functions of web page do not work from smart phone. Meeting minutes are in wrong order. VP and GP will finalize the file with updated for web page and send it further to PJ and webmaster. PJ suggest that it should be done annually by small group of board members to do the web page updates. VP suggest that all the coming events should be more stressed. Use more highlight pictures.*

9.2. Update on draft of statement of commitment to equality and diversity (Pikka)

*PJ will circulate the draft.*

9.3. Update on more information about CSBSP and ICOPAnhagen (Pikka)

*No major updates at this point.*

10. Update on email to members: ICOPAnhagen, CSBSP8, (Andrea, Pikka)

*AM will circulate updated e-mail draft and send the e-mail to members, aim is that it will be sent in January, 2019.*

11. 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.*

12. AOB

*Membership fee – present to GA the idea as the membership fee have not been changes since more than 6 years. Before presenting the idea to GA, the board has to calculate what would be the appropriate membership fee, to keep the same and growing number of members, to cover the SBSP grants and to provide other benefits for being a member.*

*RD says thank you for PJ for promoting SBSP and ICOPA in Nordic veterinary journals. PJ explained that she was interviewed for a Nordic special number of the journals, and of course SBSP and ICOPAnhagen were mentioned.*

*RD forwarded a suggestion to hold EMOP in Oslo. As SBSP hosted EMOP in 2016, and has the major task of ICOPAnhagen in 2022, the earliest time to consider hosting another EMOP is not in the near future. RD will reply.*

*RD suggest to improve the text of message after registering/paying. This will be looked into. PJ suggest planning early what to present in GA – membership, members etc.*

#### 13. Main action points agreed:

*AM will resend the draft of procedure for nominating honorary members with some comments regarding time lines. Out in early 2019.*

*GD/GP will make a draft of reports from previous grant receivers in January, 2019. AM will circulate updated e-mail draft and send the e-mail to members will be sent in January, 2019.*

#### 14. Next meeting

*The board agrees to try a new schedule for meetings: to have monthly meetings on the first Tuesday of every month. Regarding precise time on the meeting Doodle Pool will be sent out. The meetings may be shorter, focus on a few things only. The new system will be then evaluated and discussed.*

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

*ICOPAnhagen update (Pikka, Andrew)*

*Membership situation update (Andrea)*

*Grant matters (Gudny, Age)*

*Timeline for all the official matters to do before GA (Vaidas, Pikka)*

#### 15. Highlights of the year. What have we achieved this year? A lot!

*PJ says thank you for everybody for the great and very fruitful year. A major highlight was winning the ICOPA to our region.*

Merry Xmas! Thank you for this year!