



5th meeting of the board of SBSSP, Agenda

Tuesday 22nd May 2018, 13:00-14:10 CET

Board members present:

Pikka Jokelainen (PJ)
Gunita Deksnė (GD)
Andrew Williams (AW)
Age Kärssin (AK)
Andrea Miller (AM)
Guðný Rut Pálsdóttir (GP)

Board members absent (with notification):

Vaidas Palinauskas (VP)
Rebecca Davidson (RD)

1. Welcome

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

2. Documents

2.1. Updated grant information, updated join/renew system, and minutes are online
PJ informed that updated grant information and previous meeting minutes have been uploaded on the SBSSP web page and join/renew system has been updated on the SBSSP web page.

2.2. First version of privacy policy ready to be uploaded (Vaidas)
VP has elaborated the Privacy policy for SBSSP and it is ready to be uploaded on the SBSSP web page. PJ will send it to webmaster for uploading. AM is in the process of updating the membership list and will send an e-mail to the members to inform about the SBSSP Privacy policy on Friday.

3. ICOPAnhagen is one of the two ICOPA XV finalists!!! (Pikka, Andrew)

3.1. Our information was updated on WFP website (Vaidas)
PJ informed that thanks to VP effort, the SBSSP contact information has been updated on WFP website.

3.2. **Decision:** our vote goes to ICOPAnhagen bid.
PJ will attend ICOPA 2018 and the board approves that PJ will vote on behalf of SBSSP. VP and AW will be a back-up for PJ – important that our vote is used.

3.3. Needed: Votes. Reaching out to societies that can vote. **Decision:** FB-promoting?
PJ informed that at this moment the OC is reaching out to the societies that can vote to inform them about our bid. All ICOPAnhagen promoting is good visibility to SBSSP, and we could both use this opportunity to get even more visibility and support ICOPAnhagen by doing so. For this the board agrees to boost selected promoting posts on FB with a budget of 10 Eur. This decision will be taken in full use after consulting with RD. AW and PJ will decide what and when to boost.

3.4. Support Letters from the region, deadline end of June
PJ informed that there will be a wide variety of support letters in the full ICOPAnhagen bid, and more are welcomed. PJ will send a template for the support letter. The board agreed to try to collect at least three letters from each SBSSP representative countries from universities, institutes and local societies. This will be coordinated by emails.

4. Update on CSBSP8 planning. 10.-11.10.2019 Copenhagen. OC, planning document, comments welcomed (Pikka, Andrew, Gunita, Vaidas, Gudny)

PJ informed that dates of the CSBSP8-EVPC2019 are stated and the venue has been arranged. The board is welcomed to send any further comments to the planning document that is being circulated, before the 29th of May when CSBSP8-EVPC2019 OC Skype meeting will be held.

5. Financial matters (Rebecca, Andrew)

5.1. WFP payment receipt to Pikka, Vaidas and Andrew, who remember to take it to ICOPA 2018. Paid for 4 years, reminder for 2022 into budget/plan.

Because of RD absence no financial matters were discussed. These will be updated by email.

5.2. When do we pay to EFP next time?

Because of RD absence no financial matters were discussed. These will be updated by email.

6. Membership matters (Andrea)

6.1. Email to each member was sent – feedback received?

AM informed that she has sent out the e-mails to members included in current membership list, and has received very few feedback from them. A substantial part of members listed have not paid the membership fee.

6.2. **Decision/clarification:** time the membership fee covers: a.) 24 months starting from payment month, or b.) the calendar year of payment and the next calendar year.

The board agrees that from now on the membership fee for two year period will last:

- 24 months starting from payment month;
- For the old members – at least those who paid before last GA, the period paid for is 2017/2018.

AM will check the payment data for all members from PayPal account to be sure on their 24 month period. RD and AW will collect these data from SBSP account.

6.3. Ideas for recruiting new members, e.g. A4 poster draft suggestion.

The board agrees that SBSP should become more visible. One of the steps taken is SBSP poster (format A4) that can be printed. The poster focuses on the approaching 15-year celebration. The board will think of further ideas.

6.4. Deadline for updated number of new members

AM will update the list of members by the end of August, 2018.

6.5. Deadline for procedure for nominating honorary members: end of August

AM will draft a procedure how to nominate SBSP honorary members as well as how to nominate for WFP award.

SBSP will not nominate anyone to WFP award this year, time to deadline (also the extended deadline we were informed of) is too short.

7. Grant matters (Gudny, Age)

7.1. **Decision** on the grants (all except Gunita due to conflict of interest)

The board members discussed the received two Undergraduate stipend applications from students Linda Liepiņa (LV) and Maira Mateusa (LV) and agreed that both of the applications are well written and studies are well planned and have a clear vision of the expected results. Budgets are reasonable. The board decided to support both applications. This decision will shortly be discussed with RD to ensure SBSPs financial situations is OK with this. AM and PJ will draft response letters and PJ will send them next week.

7.2. FB-post/website news about selected recent grant receivers (Gudny, Age, all)

The board agrees that the grants are very good tools. GD and GP will draft short text(s) about selected previous grant receivers to promote these activities on FB, deadline August.

8. Suggestion from IAWFP to become Affiliate Group (Pikka)

8.1. Summary of email discussion, any other aspects to consider? (Gudny)

GP informed that Statutes of SBSP do not address this kind of request directly. The suggestion is in line with the objectives of SBSP. Board can make decisions on aspects regarding networking with other societies etc., and GA is only every second year. The board agrees that this question should be discussed more at General Assembly, it would be good to have a procedure for invitations from different networks, considering many aspects. Until then, board considers suggestions like this on a case-to-case basis. Networking that fits the objectives of SBSP is important. It is also important that SBSP covers parasitology widely, networks should not end up profiling SBSP.

8.2. **Decision** on the suggestion

The board (except Pikka, conflict of interest due to being in the editorial board of the journal of IAWFP) decided to accept the suggestion from IAWFP. PJ will inform IAWFP.

This new networking will be communicated so that SBSP welcomes also other suggestions.

9. Social media

9.1. Update: more than 650 individual FB-followers!

SBSP FB page has more than 650 individual followers from many countries around the world, not only Scandinavian-Baltic countries.

9.2. **Decision**: should we start a Twitter account (Pikka)?

PJ suggested to start a Twitter account for SBSP to reach wider audience and to promote SBSP and its activities. The board agreed, and PJ and GP will make the Twitter account.

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

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

11. AOB

The 15th anniversary of SBSP was discussed. PJ encouraged SBSP board members and other members to celebrate the 15th anniversary of SBSP. It was suggested that we could post pictures of the celebration on FB.

Four SBSP board members (AK, GD, GP, PJ) will attend EURLP workshop later this week.

12. Main action points agreed:

- *to upload the Privacy policy on SBSP web page this week; PJ*
- *to inform members of the Privacy policy by email on Friday; AM*
- *to collect at least 3 support letters from each SBSP representative country for ICOPAnhangen bid by the end of June; ALL*
- *to check the members payment data from PayPal and SBSP bank account to start the 24 month period; AM, RD, AW*
- *to print the SBSP poster (format A4) and put it somewhere visible at our institutes; encourage other members to do that too; ALL*
- *to update the list of members; AM*
- *to draft a procedure how to nominate SBSP honorary members as well as how to nominate for WFP award; AM*
- *to inform the Undergraduate student stipend applicants on the SBSP decision and further necessary actions; AM, PJ*
- *to draft short text(s) about selected previous grant receivers to promote these activities on FB, deadline August; GD, GP*

- *to inform IAWFP about the decision; PJ*
- *to start a SBSP Twitter account; PJ, GP*
- *to celebrate the 15th anniversary of SBSP and take pictures of the celebration for FB; ALL.*

13. Topics agreed for the next meeting

ICOPA update (Pikka, Andrew, Vaidas)

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

Membership situation update (Andrea)

Financial update (Rebecca, Andrew)