



# INTERNATIONAL VETERINARY STUDENTS' ASSOCIATION

Permanent Office: IVSA Info Office, DSR, Dyrslægevej 9, 1870 Frederiksberg C, DENMARK

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Acc.No.: 3306720430, IBAN DK4630003306720430, SWIFT: DABADKKK

## 2013.10.26 – Minutes of 2<sup>nd</sup> IVSA Live Meeting

The 2<sup>nd</sup> Live Meeting of the IVSA Executive Committee (ExCo) 2013-14 was held at 1.38 p.m. on the 15<sup>th</sup> of September 2013 in Utrecht, The Netherlands, the President being in the Chair and the Secretary General present to take the minutes.

### **Present (in person):**

Pim Polak (President)

James Bost (Vice-President and Secretary General (SG))

Camille Poissonnier (Member Organization Director (MOD))

Joseph Lunt (Development Aid Director (DAD))

Hannah van Velzen (Sponsorship Director (SD))

Theofanis Liatis (Veterinary Public Health Director (VPHD) and Chairman of Standing Committee on One Health (SCOH)) (Saturday only)

Mathieu Visser (Post-Treasurer, joined at 2.50 p.m. on Saturday)

Frédéric Lohr (Trustee)

Sara Wüeggertz (Chairman of Standing Committee on Modern Technology in Education (SCoMTE)) (Saturday only)

Anne Christine Føllesdal (Core Member of SCOH, Saturday only)

Robbert van Drie (Core Member of SCOH, left at 3.00 p.m. on Saturday)

### **Present (online):**

Somin Um (Treasurer) (Saturday only)

Retorika Galunggung (Public Relations Coordinator (PRC))

Airina Sylte Kallmyr (Secretary to President) (Sunday only)

Jan Mattila (Chairman of Strategic Planning Committee (SPC), left at 5.00 p.m. on Saturday)

Isaac Corderroure López (Secretary to SD) (Sunday only)

Inanda Shabrina (Secretary to VPHD and DAD) (Sunday only)

Ta-Heng Henry Huang (Secretary to MOD) (Sunday only)

Ivana Hajzler (Secretary to MOD) (Sunday only)

Inés Ben Jabara (Trustee) (Sunday only)

### **Apologies:**

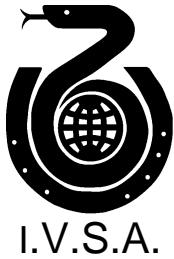
Caroline de Meyer (Chairman of Animal Welfare Committee (AWC))

Sujin An (Secretary to SG and Treasurer)



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Kevin Santoso (Secretary to DAD)

Ayesha Azlan (Secretary to DAD and PRC)

Manel Millanes (Trustee)

Sunghyun Hong (Trustee)

## **Formalities and Unfinished Business**

- 1) **Opening** – The Meeting was called to order by Pim Polak. He explained the rules to ensure efficient running of the meeting. Pim Polak moved to grant the right of speech to all members of the Secretariat and Trust. Seconded. This was adopted.
- 2) **Approval of minutes from 1<sup>st</sup> Skype meeting** – James Bost moved to approve the minutes from the Skype Meeting. Seconded. This was adopted.
- 3) **Approval of agenda** – Pim Polak moved to approve the agenda. Seconded. This was adopted.
- 4) **Unfinished business from last meeting – Advertisement of non-IVSA events** – Pim Polak moved to assign the task of handling requests for advertisement of non-IVSA events to the Secretary to the President, Airina Sylte Kallmyr, with the following procedure:
  - All requests will be forwarded to her and she will handle them according to the previously adopted guideline.
  - If the request is about an IVSA event or an event from one of our official partners then the information will be forwarded to the PRC, the MOD, and related committees
  - If the request does not fit these criteria then she will explain our policy and try to negotiate benefits for our members, after discussing the request with the ExCo. Seconded.
  - Committee Chairs may advertise whatever events they choose through their own facebook groups, etc.

Seconded. This was adopted after debate and amendment.



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(Previously adopted guideline: approved ISVA events and those from official partners should be officially advertised by us, otherwise events should only be advertised if members get extra benefits, e.g. a discount, or free attendance.)

## Internal Communication

- 5) **Bimonthly ExCo reports** – Pim Polak requested feedback on the bimonthly ExCo reports.

It was agreed that the ExCo shall continue to submit these on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month, and Pim shall post a reminder on the facebook group the Friday before each Monday on which reports are due.

- 6) **Goals and ambitions** – Pim Polak moved that he would make a guideline for formulating SMART goals and ambitions available to the ExCo within a week, and a new deadline for each ExCo member and Committee Chair who has not yet done so to send their goals and ambitions to Pim will be 16<sup>th</sup> November. After discussion and modification, James Bost will create a document for presentation to IVSA members by mid-December, and a presentation will be given at the 62<sup>nd</sup> IVSA Symposium in Turkey. Seconded. This was adopted after amendment.
- 7) **Official Congress Report from Utrecht** – Camille Poissonnier gave a summary of the official Congress Report. A Financial report has not yet been received. Hannah van Velzen will add recommendations for future OCs to the OC Manual.
- 8) **62<sup>nd</sup> Symposium in Turkey Update** – Camille Poissonnier gave an update about the 62<sup>nd</sup> IVSA Symposium in Turkey. The selection of 100 applicants will be based on nationality, then motivation letters. Camille will check each is an IVSA member, and send the list of delegates to James Bost. The OC report that they will have sufficient funds to cover the cost of the Symposium.
- 9) **ExCo responsibility during Symposium** – Pim Polak, Camille Poissonnier, Somin Um, Joseph Lunt and Retorika Galunggung reported that they would attend for the whole Symposium. Hannah van Velzen reported that she and



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Mathieu Visser will attend if they succeed in changing their university schedules. James Bost reported that he will attend for the start but leave on 5<sup>th</sup> January. Theofanis Liatis reported that he expects to attend for at least some of the Symposium. Frédéric Lohr reported that only he from the Trust will attend. James Bost reported that only Airina Sylte Kallmyr from the Secretariat will attend, who will be Secretary to the GA after James leaves.

It was agreed that Camille will advise the OC to put GAs towards the start of the programme if possible.

Frédéric advised the ExCo to be present during lectures, explain any lack of attendance of ExCo to delegates in the steering meeting, and have regular meetings during Symposium as the ExCo and between the ExCo and the OC.

Joseph Lunt reported that he will introduce self-cataloguing of items for the DF auction, to reduce his workload in relation to the auction. It was agreed that Airina and Frédéric would be assigned the task of assisting the DAD with DF auction work during the Symposium.

10) **ExCo Workshops** – Pim Polak reported that it would be possible to run ExCo workshops during Symposium. Ideas were:

- SCOH workshop to be run by Theofanis Liatis or another SCOH member
- SPC workshop to be run by Airina Sylte Kallmyr or another SPC member
- SCoMTE workshop to be run by a SCoMTE member
- Hannah van Velzen and Pim Polak also expressed an interest in running workshops

Pim Polak proposed that by 1<sup>st</sup> December, definite ideas for ExCo workshops should be proposed, and a decision on which workshops to run will be made at the next ExCo meeting after that. Seconded. This was adopted after amendment.

11) **Chairman, Parliamentarian and current/past ExCo member of the Election Committee for Symposium** – James Bost reported that the ExCo should have



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people in mind for each of these positions before Symposium. James Bost proposed that the ExCo would nominate Frédéric Lohr for the position of (past) ExCo member of the Election Committee, Samuel Smith (IVSA SAVMA) for the position of Chairman, and Steen Smith (IVSA SAVMA) for the position of Parliamentarian, subject to their agreement. Seconded. This was adopted.

Frédéric Lohr offered to fulfil another role if the ExCo failed to find someone suitable, and Camille offered to be the ExCo member of the Election Committee in this case.

It was decided that a possible other 2 members for the Election Committee would be discussed at the pre-Symposium live meeting.

- 12) **Amending something previously adopted – live meeting in SAVMA moving from 19<sup>th</sup> to 20<sup>th</sup>** – Pim Polak proposed to have the 4<sup>th</sup> live meeting of the ExCo during the day of 20<sup>th</sup> March 2014. Seconded. This was adopted.
- 13) **Continental events** – Frédéric Lohr reported that the Trust advises that the SPC develop a long-term plan for continental events, making it clear that the GA events are priority events.

Camille Poissonnier reported that St. Petersburg may be holding an event in February/March 2014, and an IVSA Asia Congress would be held in August 2014. Camille has been encouraging EOs to consider organizing local events via the EO newsletter.

Frédéric proposed to add deadlines for confirming dates, etc., and guidelines on obtaining ExCo accreditation in order to hold an official IVSA event to the OC manual. Seconded. This was adopted.

James Bost proposed to refer the issue of continental events to the SPC for further consideration and to develop a strategy. Seconded. This was adopted.

It was suggested that ExCo attendance of IVSA continental events (perhaps President and/or MOD attendance should be encouraged) should be



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considered by the SPC.

- 14) **IVSA MOs that have not paid membership fees** – Somin Um reported that 32 MOs have paid in total, 13 are in contact regarding payment and a further 13 are not responding, 2 of which are currently down as delegates for Symposium (Egypt and Romania). Camille Poissonnier offered to send Somin the email addresses of delegates whose MOs have not paid. It was agreed that such delegates need to become ISMs or their MOs need to pay.

## 15) Trust Update

- a. **IVSA Alumni Group** – Frédéric Lohr gave a report on the IVSA alumni group. The Trust is planning on holding an alumni event in Indonesia, overlapping with the end of Congress, with official continuing education. They are also planning articles for the newsletter, bulletin, etc., to look for old members. Frédéric is also using his personal contacts to get in touch with former ExCo members. Possible funding sources include pharmaceutical companies. Frédéric's goal is that the alumni group will eventually be set up as a foundation to sponsor IVSA, as a separate entity, with a separate board with the MOD as an *ex-officio* member. The IVSA Indonesia OC would only assist with things in the country, e.g. organising meeting places. The rest of the work would be handled by the Trust, e.g. speakers, applications.

James Bost moved to officially delegate the creation and management of the IVSA alumni group to the Trust, with the main liaison with the ExCo being the MOD. Seconded. This was adopted.

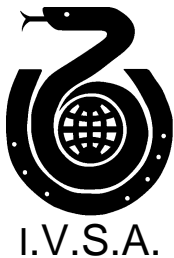
Frédéric reported that the Trust may ask the GA in Turkey for reimbursement of one Trust member's travel expenses to Indonesia to enable the alumni event.

- b. **IVSA History** – Frédéric Lohr reported that IVSA was founded in 1953 in Giessen, Germany. A list of old Congresses is almost complete. Symposia only started being held in approximately 1989. An IVSA archive is planned to be started in the museum in Utrecht. An old



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Constitution from the 1950s has been obtained, and the search for the first Constitution continues.

Frédéric moved to give a presentation on and address these issues during the GA in Turkey. Seconded. This was adopted.

Pim offered to approach the Bourgelat committee with the topic of international veterinary student history and involvement.

- 16) **National and Supernational entities** – Camille Poissonnier reported that she had created a document to assist current and potential national and supernational MOs to avoid communication problems, and advise that they should have representatives in each vet school.

It was considered that we could propose a Bylaws change so that the existence of a national veterinary student organization within a country that is a MO of IVSA shall mean that the membership of any other IVSA MOs present in that country shall be revoked. It was agreed that this issue will be further discussed on the facebook group and Camille will come up with a Bylaws change to present at the next Skype meeting for ExCo consideration.

Frédéric Lohr moved to change the guidelines so that the representatives from the existing MOs at each faculty who sign a letter saying that they want to gather to create a national organization must be the ones on the MOD's contact list, and that approval of each faculty (e.g. the dean) should be obtained too. Seconded. This was adopted.

- 17) **Visas** – Camille Poissonnier moved that if an OC is sending invitation letters to participants, and this is not enough for the participants to get visas, then a letter of certification by ExCo can be sent (certifying that this person is a member of their local MO, which is a MO of IVSA, and this is an IVSA event), along with basic information about IVSA, and that she would develop a standard letter to be used for this. Seconded. This was adopted after amendment.

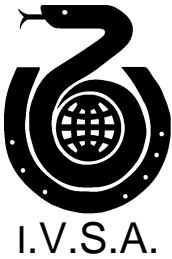
Hannah van Velzen moved to develop a standard visa invitation letter for the



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OC manual. Seconded. This was adopted.

- 18) **Expansion in the developing world** – Joseph Lunt moved that the ExCo grant approval for him to use his access to the BVA Overseas Group commonwealth list to expand IVSA to possible MOs in the developing world, by putting them into contact with Camille, with an official letter sent out to be signed by Pim Polak and Camille Poissonnier. Seconded. This was adopted.
- 19) **Next ExCo Elections** – Pim Polak reminded the ExCo that continuity within the governing and advisory bodies of IVSA is very important, and that everyone (ExCo, Secretariat, Trust and Committee Chairs) should think about potential successors for their positions.
- 20) **Internal Communication** – Frédéric Lohr reminded the ExCo that important information should be shared on the facebook group by all Officers, and that regular Skype meetings with Secretaries are recommended. If attending a meeting, IVSA representatives should ask for any opinions of ExCo and, if appropriate, EOs and Presidents of MOs.

James Bost will post on the facebook group for the Secretariat regarding communication if they have problems.

The meeting went into recess from 4.40 p.m. until 4.55 p.m.

- 21) **Unfinished business from last meeting – Assigning an additional member of the ExCo, Secretariat or Trust to check the Treasurer's finances** –

Frédéric Lohr moved to assign Sunghyun Hong the task of checking the Treasurer's finances, in addition to the Post-Treasurer (for the first half of the Treasurer's term) and Sujin An. Seconded. This was adopted after debate.

## Committees

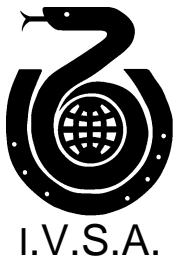
- 22) **Status of the Committees** – The Chairman of each Committee gave a report on the status and progress of their Committees.



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A PowerPoint presentation on AWC made by Caroline de Meyer was shown.

The goals of the committee are:

- Making students aware and educated about animal welfare
- Getting students in contact with different projects around the world
- Letting students see (using modern media) the state of animal welfare around the world

The committee has now been elected, committee positions have been created, a facebook page has been created and committee members have attended animal welfare conferences and contacted animal welfare organizations.

Sara Wüeggertz gave a report on SCoMTE. SCoMTE has 4 members and is looking for a 5<sup>th</sup>. They are considering how to get the work of SCoMTE out to IVSA members, including giving lectures to faculties. Work has begun on an online library for all links SCoMTE have.

Theofanis Liatis gave a report on SCOH. SCOH has 10 members and is fully formed.

Events were held for World Rabies Day, and SCOH has plans for involvement in World Tuberculosis Day and World Health Day. If accepted, SCOH plans to be involved in the next World Healthcare Students' Symposium. SCOH is in negotiations with GARC about expanding their One Health Challenge. SCOH have published about rabies, and will publish about AIDS. The SCOH publication leaflet is planned to be produced biannually. Theofanis will participate in the One Health Symposium (WSAVA, OIE).

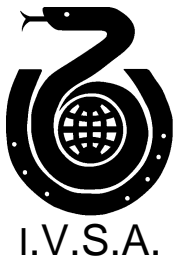
Theofanis will discuss publishing SCOH's work within the IVSA newsletter (possibly in special editions) with SCOH and will then communicate with the Retorika Galunggung about this.

Jan Matilla gave a report on SPC. Victoria Drauch (EO, IVSA Austria) has been selected as the 6<sup>th</sup> member of the Committee. A summary of minutes from the 1<sup>st</sup> and 2<sup>nd</sup> SPC Skype meetings was distributed before the meeting. The SPC has briefly discussed most of the issues it wishes to address, and will soon hold its first Skype meeting with all 6 members to allocate work with the aim of producing a draft document on strategic planning by the 62<sup>nd</sup> IVSA Symposium in Turkey.



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23) **Logos of Committees** – Retorika Galunggung moved to ask the Committees to make their logos similar to the IVSA logo as a guideline, collaborating with the PRC to create their logos. Seconded. This was adopted after debate and amendment.

24) **Unfinished business from last meeting – Procedure(s) for selecting members of Standing Committees** –

James Bost moved to adopt his suggested procedures as guidelines for selecting all Standing Committee members, except for SCOH, for which Theofanis' suggested procedures should be adopted, changing the guidelines as follows:

- a. Interview via Skype is recommended when Committee Chairs can't choose between candidates, if necessary.
- b. The MOD should certify that candidates are IVSA members.
- c. Committees should be standing by mid-October.

Seconded. This was adopted after debate and amendment.

25) **How to create sustainable Committees** – Pim Polak moved that all standing Committees should create a brief "terms of reference" document to be sent to James Bost by 23 November. Seconded. This was adopted.

26) **World One Health Students' Meeting in Greece** – Theofanis Liatis presented his draft plan of the meeting, which is planned to be held in April 2014 in Thessaloniki, Greece, with 50 delegates (students from public health related sciences), costing around €100 and being co-organized with every formal international students' association related with public health. Hannah van Velzen will assist with sourcing sponsorship. It was discussed that the time until the Meeting is relatively short, and that the focus should be on getting the best lecturers. Frédéric Lohr and Anne Christine Føllesdal may have some contacts that could help with this.

## Partnerships



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**Current partnerships** – Pim Polak gave a presentation on the current partners of IVSA. These are Hill's, MSD, StudyPortals, WVA, WSAVA, OIE, EAEVE, FVE and NEAT. Agreements are on paper for Hill's, MSD, StudyPortals and OIE (in progress), and Pim aims to achieve this with all other partners.

27) **Upcoming partnerships** – Pim Polak reported that he plans to pursue a partnership with WSPA, and that this will be discussed with the ExCo and AWC.

Frédéric Lohr suggested that Thought For Food could be another potential partner for IVSA, as no veterinary organization is currently involved in this movement.

28) **The role of the Sponsorship Director in partnerships** – Hannah van Velzen moved that the SD should be informed about all partnerships between IVSA and 3<sup>rd</sup> parties, any involving sponsorship should be dealt with by the SD, and if any scholarship agreement changes, the relevant ExCo Officer should inform the SD. Seconded. This was adopted after debate and amendment.

It was agreed that Chairs of Standing Committees should speak to the SD about potential financial involvement with companies.

29) **Hill's Contract** – Pim Polak reported that the contract was still not signed as problems had been encountered changing certain clauses, but that these should soon be solved and the contract signed.

30) **IVSA-GARC MOU** – Theofanis Liatis presented the MOU for ExCo approval. Suggested changes were:

- Remove the founding year of IVSA from the contract
- Article 4 should be more general
- Article 2 – change "has to" to "aims to"

Pim Polak moved to not approve the contract at this time, but to continue working with GARC and reassess the MOU after the One Health Challenge collaborative project has occurred. Seconded. This was adopted.



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- 31) **Collaboration with MSD** – Hannah van Velzen reported that unexpected delays had been encountered regarding this item, and if and when a contract is received, she will make a version of the contract visible to ExCo members only.
- 32) **Student Group for Working with EAEVE** – Pim Polak reported that a plan regarding this item had not yet been formulated. He plans to meet with the EAEVE President at the FVE GA in November, and further discuss the item during the next ExCo meeting.
- 33) **FVE working group on labour market** – Pim Polak reported that this working group has not yet officially been set up, but IVSA's involvement in it was requested some time ago. He plans to further discuss the item during the next ExCo meeting, after hearing more about it at the FVE GA.

## Constitution, Bylaws and other Documents

- 34) **New contracts for next year's ExCo, Secretariat and Trust** – James Bost moved to approve the new contracts, with the last sentence deleted from point 7 of the Officer contract. Seconded. This was adopted after debate and amendment.
- 35) **Versions of Constitution and Bylaws with explanatory comments** – James Bost gave an update on these documents. They are versions of the Constitution and Bylaws with explanatory comments to help those who may need extra information relating to them (e.g. future Parliamentarians) as well those who might find some parts difficult to understand (non-native English speakers). James will discuss remaining issues with Frédéric, ask Sujin An to read through his new versions to check that the explanations given are adequate for a non-native English speaker, and present these for approval at the next ExCo meeting, before making them publicly visible.
- 36) **Archiving of IVSA files** – James Bost moved that all ExCo Officers, Frédéric Lohr and Mathieu Visser should put all relevant files they have in the ExCo dropbox, with a deadline of 16 November. Seconded. This was adopted.



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Hannah van Velzen moved to set up and organise an IVSA archive. Seconded. This was adopted. It was discussed that this should include copies of the yearly report, DF report, financial report, newsletters and IVS.

Frédéric reported that IVSA has hard drives which may have some of this information stored on them. Sara Wüeggertz will investigate this in the Information Office.

Frédéric moved that IVSA should purchase a 1 terabyte hard drive to be passed from SG to SG. Seconded. This was adopted.

- 37) **Manuals** – James Bost moved to approve the IVSA Governance, MO EO, ExCo Position and Election Committee Manuals, and the GA Manual for the Members, as fit for public visibility. Seconded. This was adopted.

James Bost will liaise with Frédéric Lohr regarding the Information and History Manual, and with Hannah van Velzen regarding the OC Manual, with the aim of getting the Manuals completed so that they can be circulated and discussed at the next ExCo meeting.

Pim Polak moved to go into a closed session. Seconded. This was adopted.

## **Closed session (ExCo, Secretariat and Trust present)**

Pim Polak moved to support Frédéric's reimbursement for attending the UIA round table meeting on behalf of IVSA, to be brought before the GA in Turkey. Seconded. This was adopted.

James Bost moved to select Pim Polak and Joseph Lunt as the two ExCo members for full reimbursement for the SAVMA Symposium, according to the Hill's contract. Seconded. This was adopted.

The meeting went into recess from 7.40 p.m. until 10.27 a.m. on Sunday 27<sup>th</sup> October.

- 38) **Bylaws changes**



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- a. **Changing abstain votes** – James Bost moved to support his suggested Bylaws change, to be brought before the GA in Turkey. Seconded. This was adopted.
- b. **Changing when maximum Symposium fees are decided** – James Bost moved to support his suggested Bylaws change, to be brought before the GA in Turkey. Seconded. This was adopted.
- c. **Changing the required number of days and nights for Symposium** – James Bost moved to support his suggested Bylaws change, to be brought before the GA in Turkey. Seconded. This was adopted.
- d. **Removing a loophole in relation to the eligibility of the Treasurer to be nominated to the ExCo** – James Bost moved to support his suggested Bylaws change, to be brought before the GA in Turkey. Seconded. This was adopted.
- e. **GDP factor calculation change** – James Bost moved to support suggestion 2 of Somin Um's suggested Bylaws change, to be brought before the GA in Turkey. Seconded. This was adopted.
- f. **Changing MOD to MOM** – Joseph Lunt moved to withdraw his suggested Bylaws change. Seconded. This was adopted.
- g. **Other (potential) changes to the Constitution and Bylaws** – Retorika Galunggung will update the box on IVSA website with deadlines for changes to the Constitution and Bylaws.

- 39) **Purchasing an edition of Robert's Rules of Order Newly Revised** – James Bost proposed that IVSA should purchase the latest edition of RONR as a CD, to be passed on from SG to SG, provided that room can be found for it in the budget. Seconded. This was adopted.

## External Communication



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- 40) **The image of IVSA** – Pim Polak suggested that we need to better advertise what IVSA do, e.g. how many exchanges, etc. Retorika Galunggung has contacted a web designer about creating a new website, and the aim is to create one before the 62<sup>nd</sup> IVSA Symposium in Turkey. A new brochure should be completed by Turkey Symposium. More information about ExCo activities will be given in the newsletter.

When Somin Um sends her a complete list of active MOs, Retorika will update the map on the website and facebook page with our active MOs.

Retorika will encourage Ayesha to post more on the facebook page.

Retorika will create a promotional movie and PowerPoint presentation on IVSA, which could be suitable for official presentation of IVSA to deans of vet schools, etc. Pim Polak would like to be involved in this. Camille Poissonnier will send the current PowerPoint presentation to Retorika.

The ExCo will send Retorika updates on any sections on the website that need updating.

Retorika will circulate a working version of the website within the governing and advisory bodies of IVSA before making it live. It was discussed that there should be a separation between sponsors and partners in the new website.

- 41) **Visibility of ExCo** – James Bost moved that whenever someone from ExCo or another governing or advisory body attends an event, their report should be sent to Retorika within 2 weeks. Seconded. This was adopted.

- 42) **Reducing the newsletter from 4 to 3 copies and deadlines for publication** – James Bost moved to withdraw his suggestion to reduce the newsletter from 4 to 3 copies. Seconded. This was adopted.

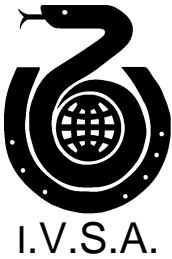
Retorika will decide on deadlines for newsletters this year and pin the deadlines, including when articles must be handed in, to the facebook group. James Bost will then incorporate these deadlines into the year planner. New deadlines for the next ExCo will be decided using the ExCo facebook group.



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## Development Aid

- 43) **Request from SAVMA Symposium OC for percentage of auction money** – Joseph Lunt moved to decline the request of the SAVMA Symposium OC to have a percentage of DF auction money, but suggest that they may hold a separate auction alongside if they wish. Seconded. This was adopted after debate.
- 44) **Offering a sponsorship of auctions to companies that could offer us items** Joseph Lunt moved to approve his letter offering companies sponsorship of IVSA auctions. Seconded. This was adopted after debate.
- 45) **Approval of Budget with regards to sending anaesthetic machine to Uganda** – Joseph Lunt moved to approve his proposal to purchase two anaesthetic machines and an oxygen concentrator and ship them to Uganda. Seconded. This was adopted.
- 46) **Future of Scholarships** – Joseph Lunt will write a paragraph for the MO EO bulletin regarding the TOLFA scholarship. TOLFA are not offering places to foreign students in 2014, so IVSA will offer another standard scholarship instead.
- 47) **Book Drive** – Joseph Lunt gave an update on the current status of the book drive. Wisconsin, Colorado and Cornell have sent their books to the Georgia books for Africa warehouse. Oklahoma has not yet done so.
- 48) **Development Fund fully funded places to 63<sup>rd</sup> IVSA Congress in Indonesia** Joseph Lunt moved to use the DF to fund the flights for two delegates with the greatest need from the developing world to attend the 63<sup>rd</sup> IVSA Congress in Indonesia. Seconded. This was rejected.

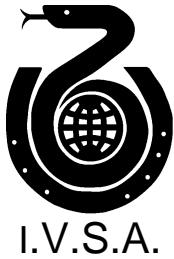
## Last Items

- 49) **Printing PRC Items** – Retorika reported that she would discuss this item on the facebook group with those concerned.



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50) **SAVMA Symposium** – Pim Polak, James Bost, Joseph Lunt and Theofanis Liatis reported that they planned to attend the Symposium. Retorika Galunggung and Hannah van Velzen reported that they hoped to be able to attend. Frédéric Lohr reported that he plans to attend. It was agreed that Pim and James would plan in advance for IVSA presence at the Symposium, together with the President-Elect when elected. James Bost will be in charge of organization at the Symposium itself.

51) **Next Meeting** – James Bost moved that the 2<sup>nd</sup> Skype meeting be held during the weekend of 30<sup>th</sup> November/1<sup>st</sup> December, the exact time to be decided by virtual communication, and the ExCo-Trust meeting to be held 1 hour prior to this meeting. This was adopted.

The meeting went into recess from 12.45 p.m. until 1.00 p.m.

## 52) **AOB**

- a. **Congress report** – Hannah van Velzen offered to make a template for the OC manual. Pim Polak moved that the MOD should create a spreadsheet of attendance of our MOs at past Congresses and Symposia. Seconded. This was adopted. Frédéric Lohr reported that he can send some information from past Congresses and Symposia about this.
- b. **Flights** – Camille Poissonnier reported that Somin Um had requested that everyone who knows they will be attending the 63<sup>rd</sup> Congress in Indonesia books their flights as soon as possible, to save IVSA money. It was discussed that those attending the 62<sup>nd</sup> Symposium in Turkey and the SAVMA Symposium in Colorado should also book their flights as soon as possible. Hannah van Velzen will investigate a corporate miles account with Emirates.
- c. **Videoconferencing** – James Bost moved to use Adobe Connect for the next meeting. Seconded. This was adopted. Hannah van Velzen will contact Adobe to request free use (sponsorship) for IVSA. If this is not



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obtained, James will sign up for a free trial for IVSA.

- d. **Other** – Retorika Galunggung will get in contact with MOs that have non-conforming logos.

James Bost will create an excel sheet for voting in GAs.

It was discussed that future points for the agenda relating to committees should be included early in the agenda.

Camille Poissonnier and James will pay attention to reaching quorum in Turkey.

Camille will publicise information on an internship opportunity in Lyon in the EO bulletin, along with a call for information on opportunities for students available in other countries.

James will send out information on GA manuals to delegates of the 62<sup>nd</sup> IVSA Symposium in Turkey, and will begin working on an agenda for the GA.

Pim Polak reported that the next IFISO meeting will be held in the Netherlands around May 2014.

Pim hopes to but may not be able to represent IVSA at the OIE conference in Brazil at the beginning of December. Frédéric Lohr plans to attend.

The meeting adjourned at 2.33 p.m. on Sunday 27<sup>th</sup> October.

James Bost  
Secretary General and Vice-President



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