

EAFP council meeting Copenhagen, April 25th, 2014

Attendees: José Garcia (President), Lone Madsen (General secretary), Klaus Knopf (Treasurer), Ivona Mladineo (Meetings secretary), Roy Palmer (Publications officer).
Patrick Smith (Vice president) was not able to attend the meeting.

Agenda and Minutes

1) Status of action points from minutes of Tampere council meeting September 2013

All action points completed apart from the following:

EAFP poster for promoting industry interest

Criteria for students awards for the 2015 EAFP conference

Limiting the “no show” at conferences (meetings secretary)

Actions:

The meetings secretary to set up criteria for student awards for the 2015 EAFP conference, send round for comments to other council members, and thereafter publish criteria on the EAFP website by June.

The vice president and meetings secretary to get in contact regarding an EAFP poster for promoting industry interest.

The meetings secretary to look into possibilities of limiting the no show at the 2015 EAFP conference together with the local organizing committee.

2) President

a) Report

b) Facebook support

Action: The president to contact Brit Bang Jensen before June.

c) Development of the EAFP for the aquatic animal health community

Action: The vice president to look into this before the next council meeting.

d) EAFP website

All the work (among that the update of “the looks” of the EAFP website) done by Bart Gorgoglione, the EAFP webmaster, is highly appreciated by the council. It was agreed among the council that it will be fine to include links at

the EAFP website, but it needs to be mutual. The president will get in contact with the webmaster regarding this as well as the points raised under actions.

Actions:

The president to contact the webmaster before end May.

The publications officer to get in contact with the webmaster in order to set up codes for members so members can get access to latest issues of the bulletin.

The meetings secretary to get in contact with the webmaster, so that information about the next EAFP conference in 2015 can be made available on the website in June, as well as setting up a system so abstract submission for the conference can be done via the EAFP Website, like it has at earlier conferences.

e) Fish necropsy CD

The president updated the council on the progress of the Fish necropsy CD.

f) Tampere financial report

The financial report from Tampere was presented. Additionally the heads of the local organizing committee had produced a valuable document regarding how to arrange an EAFP conference with lots of good advice. This report will be made available to future local organizing committees.

3) Vice president

a) Report

As the vice president was not able to attend the council meeting, the president presented the report.

b) Electronic fee payment progress.

The possibility of electronic fee payment needs to be made available, so potential members visiting our website can join instantly as well as get instantly access to the latest issues of the EAFP bulletin.

Action:

The treasurer to look into details on how to set up a paypal account in Germany – return to the council with details within 2 months.

c) Sustaining members update

- d) Result of the vice-president attending the board meeting of the EATIP (European Association of Technology and Innovation Platform) and the possibility of collaborative links and joint activities between FEAP and EAFP. The vice president had investigated the possibility of the EAFP being linked to such a platform – at this stage no answer yet back from the EU.
- e) Small grant scheme
The financial situation of the EAFP was discussed – there has to be enough money before such a grant scheme is made public. It was decided to set up such a scheme and make 5 grants for training (1000 Euro each) available.
Actions:
The president to write the call (a grant application shall among others include a short CV as well as an acceptance letter from the visited laboratory (if the application shall cover a visit to another lab). No limitations on who will be able to apply. It shall be decided who shall receive the applications.
- f) Industrial participation in conferences
This point was not discussed as the vice president did not attend the meeting.

4) General secretary

- a) Report
The general secretary reported on a decrease in membership. Currently the EAFP has 800 members in comparison to a membership of 882 last year.
Action:
All members are encouraged to “advertise” as much as possible for the EAFP – spread the word about the EAFP, the EAFP bulletin as well as the EAFP conferences.
- b) Deposit of spare copies of the EAFP bulletin
Cefas is depositing bulletins since January 2014.
- c) Sustaining membership
There has been a decrease in sustaining membership from 17 to 15 sustaining members.
- d) Council elections in 2015
The upcoming council elections will cover the three council positions: vice president, publications officer, general secretary. EAFP members shall be

made aware of upcoming elections via the website as well as the EAFP bulletin.

5) Treasurer

a) Report

193745 Euro on the bank account (22.04.2014) – consideration of pending expenses shows that we will not come out with a surplus on the usual 4000 Euro as the other years due to the decrease in membership

b) Audit

Action:

Offers for a professional audit will be requested and presented at the next council meeting.

c) Histopathology CDs

At future histopathology workshops the EAFP will not be able to undertake the payment of the production of the CD's. Instead the payment shall be covered by the workshop participants.

Action:

The president to inform the histopathology workshop organizing committee about this.

6) Meetings secretary

a) Report

15 student awards for the 2015 conference.

b) Support for keynote and invited speakers

It was decided that free registration for keynote and invited speakers will be given at the 2015 conference, as well as a further support (500 Euro) for the keynote speaker.

c) 2015 conference update

A draft of contract was presented. A cost estimate is missing. It was decided that 15 student grants will be made available for the 2015 conference.

Action:

The meetings secretary to contact the LOC on Gran Canaria for them to provide the cost estimate for the conference before June.

d) 2017 conference update

Action:

Meetings secretary to contact the LOC for further update when it comes to the budget before the next council meeting.

- e) Bids for 2019 conference – when?

Bids will open this year.

Action:

The meetings secretary to set up criteria for bids and publish those on the internet before the next council meeting.

7) Publications officer

- a) Report

The members are encouraged to submit manuscripts for the EAFP bulletin. Special issues as a potential way to raise submissions were suggested – asking members for potential ideas.

- b) Bulletin available online for members

Publication officer has been in contact with the webmaster to try and set up a website (mock version) with all these possibilities.

Action:

The publication officer to begin this process with the webmaster, before the next council meeting.

8) Any other business

Email addresses for council members

These shall be updated on our website.

Histopathology workshop

See under point 5 c.

9) Next council meeting – venue and dates

Zagreb, Croatia, October 3rd, 2014

May 24th, 2015

General secretary