

**ISPN EB meeting
Sunday 1015-1800, November 9th, 2014, Rio**

Minutes

And Summary of business meeting

November 12th

Decisions are in Blue

- 14.1 Presidential Welcome 15 min [10:15-10:30]**
 President Gordon McComb
 President Elect Chandra Deopujari
 Secretary Shlomi Constantini
- 14.2 Minutes Previous Meeting (Mainz-2013) 5 min [10:30-10:35]**
 Shlomi Constantini
 Voting: Approved by all on line already: finalize.
- 14.3 Summary of EB Deliberations 10 min [10:35-10:45]**
Between Annual Meetings 2013 – 2014 Shlomi Constantini
Doulas Cochrane on Skype
Reports not received: Liaison
PCO reps to be presented
SOPs-Wiki/Web-Stipends-Finance-Education
How to wake up between meetings
How to transfer decisions and spirit to new EB
How we run this EB meeting
- 14.4 Annual Meeting Reports 30 min [10:45-11:15]**
 Shlomi: Reported on losing of the Shanghai issue and meeting with Ji Ma in Singapore 5 minutes
 2013 – Mainz Wolfgang Wagner (10 min)
Budget has been approved by audit committee and the sum of 51,766 Euro will be transferred to ISPN account. Dr. Wagner was congratulated for his successful meeting!
 2014 – Rio de Janeiro Francisco Salomao (5 min, remain for meeting)
Preliminary Progress report delivered
 2015 – Izmir Saffet Mutluer and Pinar/Sadik progress report: 5 min
Preliminary Progress report delivered. Work with PCO streaming
 2016 – Japan Mami & Pinar (5 min) Progress report
Preliminary Progress report delivered. Work with PCO should be boosted

General comments on previous meetings where money was left in the hosting country due to local regulations:

See appendix: Treasurer+ Chandra + Graham

India: CD provided detailed report on the money left from Goa and how it is being used in the last 3 years. A charity has been set up to administer the money. The residual finds will be enough for an estimated 3 more educational events. Other resources may be inserted into the same foundation to continue for the same purposes.



Cape town: Funds have been used for one educational activity and a further course is planned for 2015. The course in 2014 had additional support from ISPN and ESPN. Prof Fieggen has agreed to provide the cost breakdown of the 2014 meeting and the anticipated costs of 2015 gathering. The ISPN contribution for 2015 meeting will be discussed between the treasurer and Prof Fieggen

14.5 Treasurer's Report 30 min [11:15-11:45]
William Harkness
Including CNS expenses and revenues

The treasurer reported the current status showing available funds of about 550 thousand dollars. The balance for this year shows a credit of approximately 100,000 US \$. Planned expenditure for 2015 was discussed. The issue of the funds held was also discussed. It was agreed that the treasurer should liaise with SC and GM on options to be perused.

14.6 Committee Reports 90-100 min [11:45-13:25]

a. Membership Wolfgang Wagner (10 min)
Refreshment on membership categories
Report on new members:
Provide stats on geographical distribution of members
Plans to increase membership?

The process of “setting your house in order” together with our PCO, has resulted in a list of “true” paying members which we decided should be called “Current members” WW expressed his satisfaction from the work flow with PCO office. Further discussion with PCO on increasing membership were done including “on site” promotion during meetings, and forming partnerships with continental or national societies

b. Audit Handler (5 min)
Note comments from Mainz:
Next year: treasurer and audit should communicate earlier
Audit is also part of the reviewing process of past meeting budget

After scrutinizing the other reports there were no comments to make
Audit will improve connection with treasurer

c. By-Laws Hamilton Matushita (5 min)
From Mainz: Suggestion to simplify membership categories
To be discussed between BL & Membership chairs
The word “economic” to be changed to “socio-economic”

Minor alterations will be further phrased and sent to EB for electronic voting. It was not felt that any of the proposed changes were significant enough to warrant approval by whole membership

See also summary provided during business meeting

d. Education (*including Korea scholarships*) Wan Tew Seow (10 min)

e.

A full report attached

A discussion on the proposal to support a meeting in Israel on pre natal issues was done. It was felt that this meeting does not fall under the category of “ISPN courses”. However it was decided that another category of assistance to meetings where ISPN interests would be served, would be established and funded up to 10, 000 US\$.

Decisions to be made between Education chair, treasurer and liaison

f. Communication Douglas Cochrane (10 min)

A discussion with DC, by Skype was done

It was accepted that the current technological platform needs to be reviewed. Moonbrand would be asked to do that as a screening for further decisions.

An SOP for ISPN-survey was deferred to Prof Fieggen and Harkness to report back before finalization

g. Ways & Means Graham Fieggen (10 min)

- 10 *scholarships* were approved for Rio meeting
9 of them ultimately used
- Different categories of scholarships were discussed and agreed
- The process and timeline for applicants was suggested by GF
- In terms of the *fellowships*, further discussion between President elect and GF will follow.

h. Scientific Young-Shin Ra (10 min)
From Mainz: Timing issues as well as abstract system were discussed
Decision: Process should start earlier

i. Liaison SIOP issues+ Matthieu Vinchon (10 min)

No Report

j. Ethics & Morals (*code of ethics*) Reizo Shirane (10 min)
From Mainz: A proposal will be prepared for next year

Based on other societies and perhaps controversial cases discussions

A proposal for a survey on spina bifida was shortly discussed

k. Nominating Kyu-Chang Wang (10 min)

Report and list of names submitted and discussed

The role of a co-chair for the communication committee was discussed

It was advised that chairs will continue a minimum of 2 years in position unless there is another good reason

14.7 Historian (10 min [13:25-13:35])

Carlo Mazza not coming

Can we have young blood? How to promote?

From Mainz: CM will work with Maurice Choux on digital archiving

Tad Tomita has agreed to take upon himself this task.

The president received the blessing of Carlo Mazza for this change.

Historians will serve 5 years

13.8 Child's Nervous System 15 min [13:35-13:50]

Concezio Di Rocco

Discussion on advertisements

From Mainz:

Agreement that EDR will approach Springer RE advertisements in CNS

KC: Has asked EDR about having more of CNS papers downloaded for free

See full report

A meeting was subsequently held with CNSys publisher representative and ISPN reps including our PCO, and the principles to a new contract were agreed upon

There will be a fixed price for CNS subscriptions which will be by default electronic. It is fixed at the current rate.

Also the current income from Springer will stay the same as the last year.

The ISPN will pay Springer a fixed sum for up to 500 subscriptions.

There was a discussion about distributing free copies of the meeting's abstract.

Springer requested a fee of 3 Euros per copy.

Discussions will take place between 2015 organizers about whether they should be built into the cost, or whether an electronic mean would suffice.

It was felt that advertisements path should not be pursued at the moment

The new contract will be sent by Springer

13.9 Future meeting sites 2017-8 15 min [13:50-14:05]

Chandra Deopujari

Decision

2017 Denver Colorado: President Michael Handler

2018 Tel Aviv Israel: President Shlomi Constantini

Lunch: 14:05

1445: New Business and other discussion Points

**PCO: report: Olala Barceo Maria Fredin Grupper
Shlomi/ Pinar/Sadik Admin people William**

The PCO representatives introduced themselves. Further personal meetings between PCO and new EB members took place

Annual membership fee discussion: We probably do not need it?

From Mainz: KC, Boop

Cheap Packages...

Voting: approved! Membership for the printed option only will go up by 50 US\$

Cheap packages have been agreed upon in principle

W&M to prepare criteria

Ollala Wagner report

We agreed that in principle LMIC members may receive reduced subscription packages but that further discussions between PCO and treasurer should take place on issues like potential loss of income etc.

The cost of reduced packages will be defined after

- 1 The potential loss will be explored by PCO
- 2 The new contract with Springer will be signed

Estimated 150US\$ per year

Wiki:

Rick Abbott

[10 min]

Discussion

[20 min]

From Mainz: Agreement on continuation of financial support up to 30KUS\$ next year

Agreement on no password for the Guide (open access)

Dr. Abbott may "experiment and further explore for one year" issues related to advertisements

After discussion and voting on this issue: 3 against

Establishment of an "editorial board"

Discussion on weather the "Guide" editor should become EB members: It will be similar to CNS editor

Naren's initiative

The "Guide" will continue to receive support.

Dr. Abbott will explore further editorial assistance.

A trial of sponsorship of the ISPN shunt guide was agreed.

Discussion on certificates: Thoughts from Gordon:

We need a uniform process as to who gets certificates. I would favor each new member be

given a frame-able certificate. I am proud to display my ISPN certificate and think that most other members would as well.

Each president, treasurer and secretary be given a frame-able certificate. All of the various awardees be given a certificate printed at the meeting.

There needs to be mechanism in place by which the certificates are ordered/printed and sent. Kenes could be assigned the details and are overseen by the membership chairperson. The by-laws state that the old logo is to be on the certificate. To this can be added the new logo.

We need to agree on a uniform design. Currently the Jim Henry Company is producing our frame-able certificates. The only alternative suggestion to date has been to consider if Richard Moon will be asked to design a new certificate.

I am not aware that he has been contacted in this regard.

The branding of the certificate was discussed. William has received a proposal from Richard Moon that if agreed by the president, will be sent to our PCO for production

“Membership” projects:

Wagner to report

[10 min]

*Task force to be established: Membership, Liaison, and secretary, Kenes
On-site memberships and provisional memberships were discussed
Membership chair can approve members every 3 months through electronic means
Change in bylaws so that members do not have to present at the meeting but are encouraged to do so*

Nomination Committee task force:

Suggestions for modification in the nomination process were made by KC Wang
The exact phrasing of these changes to be closed with bylaws committee

Conclusion: 17:30

**ISPN Business meeting
Wednesday 1730-1830, November 12th, 2014, Rio**

Presidential Gordon McComb

Annual Meeting Reports

Rio de Janeiro	Francisco Salomao
Izmir	Saffet Mutluer
Japan	Mami Yamasaki

Treasurer’s Report William Harkness

Committee Reports

Membership	Wolfgang Wagner
	PCO: membership cleaning



ISPN

INTERNATIONAL SOCIETY FOR
PEDIATRIC NEUROSURGERY

By-Laws	Hamilton Matushita <u>Voting approved</u>
Education	Wan Tew Seow given by GT
Communication	Douglas Cochrane represented by William Harkness
Ethics & Morals	Reizo Shirane
Ways & Means	Graham Fieggen given by SC
Scientific	Young-Shin Ra
Child's Nervous system	EDR
Nominating	Kyu-Chang Wang
Nominating people from the floor for the nominating committee	<u>Minor nominating process changes to be purified</u>

Decisions:

Llewellyn Padayahy	SA	llewesp@yahoo.com
Helio Rubens Machado	Brasil	hrmachad@fmrp.usp.br

President-elect

Future meeting sites 2017-8
2017: Denver/Colorado/USA,
2018: Tel-Aviv/Israel,

Chandra Deopujari
Michael Chandler
Shlomi Constantini