

Minutes of the ISVO Biennial Meeting March 10th 2013, Auckland, New Zealand

Present:

Peter Bedford, Mark Billson, Ingeborg Fromberg, Pauline Gaven, Allyson Groth, Lloyd Helper, Martyn King, Joe Laus, David Maggs, Anu O'Reilly, Bruce Robertson, Akihiko Saito.

Apologies: Bjerås Ellen, Rowan Blogg, Bob Munger, Kristina Narfstrom, Claudio Peruccio, Maurice Roze, Sandra van der Woerdt.

General Business

A. Welcome

Dr. Bedford opened the meeting at 4:30 pm and thanked Dr. Bruce Robertson and the President of the Australian Chapter, Dr. Mark Billson, for their efforts in the planning and execution of the highly successful Auckland meeting. He also thanked the sponsors Acrivet, i-med Pharma, OIC (NZ), and Vorotek Ltd. without whom the meeting could not have been held. He also advised that this meeting was being held under the current constitution from Santa Fe in 1997; not under the new bylaws to be discussed and adopted later in the meeting.

B. Adoption of the Agenda

The agenda was adopted without objection from the floor.

C. Minutes from the last meeting

Dr. Maggs (standing in for Dr. van der Woerdt) recounted major points from the last general meeting held in 2011 on Jeju Island, and offered to provide by email a copy of the minutes to any member who wished to see them. Major matters arising from the last meeting were:

1. To ensure the Society's constitution, bylaws, and structure guaranteed it tax exempt, non-profit status and maximized indemnification of regular and board members
2. To produce more editions of *The Globe* annually
3. To improve our IT/social media presence via Facebook and the introduction of a website
4. To investigate the feasibility of a scholarship permitting veterinarians not in residency training to visit centres of ophthalmic excellence

D. Reports of Officers

1. **President's report:** Professor Bedford thanked Acrivet for their sponsorship of the inaugural Acrivet-ISVO scholarship and announced that we had received 4 high-quality applications from which 2 had been selected for the award - Dr. Caio Guerreiro from Brazil who will visit UC Davis, and Dr. Cheryl Tay from Singapore who will visit the AMC in NY. Dr. Maggs explained that he and Dr. van der Woerdt had volunteered to host these first 2 applicants but that the ISVO hoped that others would also be willing to do this as the program matured. Some discussion ensued regarding how future scholarships should be arranged, including consideration of matching hosts and scholars so as to reduce scholar's travel costs, and mandating a minimum of 4 weeks duration. Professor Bedford then thanked all members of his board over the last 2 years for their efforts on behalf of the ISVO. In addition, he offered special thanks to Dr. Claudio Peruccio for editing and producing 3 editions of *The Globe* per annum,

and Dr. Gil Ben Shlomo for his enthusiastic work initiating the ISVO website and Facebook page.

2. **Secretary's report:** Dr. Maggs explained that Dr. van der Woerd had filed her Secretary's report, that this was available for any member who requested it by email but that all matters in it were to be covered under other agenda items in today's meeting.
3. **Treasurer's report:** Dr. Maggs presented the Treasurer's report (appended below) and highlighted the footnoted items. All members present were provided a written copy. Members not present may request a copy by email. He explained that due to the unpredictable costs associated with the Society's restructuring between the 2011 and 2013 meetings he had (with the board's authority) kept all funds "on hand" but in a low-interest bearing account during this period. With future costs now better known or predictable, he received unanimous support from the members present to invest some portion of the Society's funds in a higher interest-bearing term deposit. Dr. Robertson indicated that he had very early accounting from the current (Auckland) meeting which looked promising.

E. Adoption of the ISVO Bylaws

Dr. Maggs updated those members present regarding progress on the charge from the 2011 meeting to reorganize the Society so as to gain non-profit, tax-exempt status as well as maximizing member indemnification from liability. He began soon after the 2011 Jeju meeting by meeting with an attorney and an accountant local to the Davis, CA area. Jointly, they had outlined a 3-step process, which the Board had approved:

1. Incorporation of the ISVO within CA. (Investigations assisted greatly by Dr. Lloyd helper revealed that the ISVO had not been previously incorporated). This step is completed.
2. Adoption of bylaws that comply with compulsory codes for a non-profit, tax-exempt organization. The attorney produced a standard version of these, which we then negotiated extensive revisions of (wherever possible) so as to better suit some somewhat unusual features of our Society. In particular, we wished to (i) permit email communication only (this was accomplished by requiring members to acknowledge same when joining), (ii) accommodate biennial rather than the more typical annual general meetings, (iii) permit our typically low quorum (this was accomplished by establishing a 10% quorum (including proxies, which we will likely need in future), but was permitted if we voted only on matters advised in advance of future meetings, and (iv) facilitate a smooth transition from our current situation of board member appointment (sometimes for "the term of their natural life") to one of regular elections. This latter point was accommodated by keeping the majority of the ISVO's current board in place and assigning them staggered retirement dates as defined in Appendix A of the new bylaws and below under item G. Thus, the elections will be held in 2015.

After extensive editing, a set of bylaws that fulfilled all compulsory and desired requirements were approved by the attorney and passed around to the entire ISVO board for comment. Their comments were all incorporated and a 26-page bylaws document has now been approved by the board. Dr. Maggs will now place this on the ISVO website for member comment. Dr. Robertson requested that an

introductory commentary regarding this process was also placed on the website with the bylaws. Members were offered the chance to ask questions about the bylaws and this process, which were subsequently approved with a unanimous voice vote. Adoption of these bylaws permits us now to move to step 3 in the process of reorganization.

3. Submission of “Form 1023” to the US Internal Revenue Service to request tax-exempt, non-profit status. With appropriate bylaws in place, this will now be submitted by Dr. Maggs.

F. Strategic planning

Professor Bedford asked those members present in which directions they would like to see the Society proceed. Dr. Robertson reminded the membership of the ISVO mission statement and goals written in front of program booklet and drew particular attention to the coordinating role. Quoting the Acrivet scholarship as an excellent example, Dr. Maggs asked the membership to consider especially items that fitted well with the ISVO’s international status as well as things that were not already done by another organization. Members present suggested and discussed:

1. A student award (with concerns about whether that would need to be rotated on a regional basis).
2. An award for the best original article published in a peer-reviewed journal and written by members of a defined group such as veterinary students, interns, or residents.
3. An award for the best presentation at a meeting by a similarly defined group or on a to-be-defined topic.
4. Whole or partial funding of a guest speaker at another group’s meeting in “off years” (i.e., those years on which an ISVO meeting was not held).

G. Board Nominations

Professor Bedford reminded those members present of the current board composition:

President: Peter Bedford

President Elect: Bruce Robertson

Immediate Past President: Akihiko Saito

Secretary: Alexandra van der Woerd

Treasurer: David Maggs

General Members: Paul Barros

Lloyd Helper

Joe Laus

Bob Munger

Claudio Peruccio (Editor, *The Globe*)

Maurice Roze (WSAVA representative)

Kangmoon Seo

He explained that as a result of resignations, regular progression, and according to the new bylaws the future board (along with their terms on the board) would be:

Peter Bedford (2015)

Joe Laus (2015)

Bob Munger (2015)

David Maggs (2017)

Bruce Robertson (2017)

Kangmoon Seo (2017)
Alexandra van der Woerd (2017)

Officers for 2013-2015 would be:

President: Bruce Robertson
President Elect: David Maggs
Immediate Past President: Peter Bedford
Secretary/Treasurer: Alexandra van der Woerd

In addition, Claudio Peruccio will continue to serve as Editor of *The Globe*, and Gil Ben Shlomo as Webmaster/IT Manager.

H. Next Meeting Venue

Professor Bedford reminded the members that recent meetings have all been in conjunction with WSAVA and held at Sao Paulo, Brazil (2009), Jeju Island, Korea (2011), and Auckland New Zealand (2013). If we were to continue to meet in conjunction with the WSAVA (for which there are considerable economic advantages) then our next meeting would be in Bangkok, Thailand in 2015. By contrast, he suggested that it may be advantageous to host our next meeting in Europe or North America in association with the ECVO or ACVO so as to raise awareness of our Society within those colleges. In 2015 the ECVO is meeting in Helsinki, Finland and Professor Bedford understands that a pre-congress day is already being planned by the Nordic eye groups. He believes that they may be interested in the ISVO co-hosting that pre-congress day with them. The members present agreed that he should investigate this option.

I. New Business

There was no new business.

J. Date and Time of the Next Meeting

Likely May 27th, 2015 in Helsinki (To be confirmed).

Professor Bedford then transferred the Presidency to Dr. Robertson who thanked Professor Bedford for his extraordinary efforts revitalizing the society during his term and presented him with a plaque in recognition of his service. Dr. Robertson then thanked the sponsors, members of Aust College Chapter, and speakers and officially closed the meeting at 5:25 pm.

Respectfully submitted

David Maggs (Treasurer) on behalf of Dr. Sandra van der Woerd (Secretary)

Treasurer's Report (Jan 2012 - Dec 2012)

<u>Income:</u>	<u>2012</u>	<u>2011</u>
Dues (@ \$20)	\$380 (19)	\$220 (11)*
Interest	\$74.78 ^λ	\$1,565*
TOTAL INCOME	\$454.78	\$1,785
<u>Expenses:</u>		
Vet Ophthalmol Journal sponsorship:	\$1,000 [†]	\$1,000
WSAVA dues:	\$166	\$158
Bank fees	\$167.05	\$165.12*
ISVO president travel expenses ^Ø	N/A	\$5,398.45
Magrane Speaker travel expenses ^Ø	N/A	\$4,147.90
Magrane Speaker honorarium ^Ø	N/A	\$500
TOTAL EXPENSES	\$1,333.05	\$11,369.47
Cash on hand (Dec. 31, 2012)	\$41,794.84	\$41,622.18

* Previous report was for 16 months between May 2009 and Oct 2011 and so these entries estimated by multiplying by 0.75 (I.e., 12/16).

† Negotiated to \$500 for coming year.

Ø Dr. Saito was both the speaker and President in 2011 and declined all payments.

λ Interest is substantially lower this year despite similar cash on hand since we kept all funds liquid to allow maximum flexibility during period of rapid transition and unknown fees.