ICAR Board meeting
(Hotel Holiday Inn, Krakow, Poland, 8th June 2015)
from 8:00 to 12:00

Minutes

1. Call to Order & Approval of Agenda

In attendance: Hans Wilmink (President), Jay Mattison and Kaivo Ilves (Vice-Presidents), Laurent Journaux (Treasurer), Marco Winters (Secretary); members: Bevin Harris, Japie van der Westhuizen, Bianca Lind and Niels H. Nielsen; inspectors: Josef Kuçera and Neil Petreny; staff: Martin Burke, Brian Wickham, Charl Hunlun, Juhani Maki-Hokkonen, Milan Zjalic, Cesare Mosconi and Elena Couto.

Apologies from and Badi Besbes.

Motion: It was duly moved, seconded and carried that the agenda is approved as presented.

2. Approval of the minutes

Motion: It was duly moved, seconded and carried that the minutes of the Board of 28th April 2015 are approved with the correction sent by Reinhard Reents about Interbull item 3.3.

3. Chief Executive Report (CE Report)

Matters arising from minutes
The matters arising from last minutes were covered in the CE report.

3.1 Priorities
The priorities until June 2015 have been: business processes; SCs chairs appointments; communication; supporting/organising FAO/ICAR Symposium in South Africa and ICAR 2015 in Krakow; building bridges with key organisations.

After Krakow until December 2015 the priorities will be: ICAR Brand; upgrade of web/IT; membership; GenoEx-new business focussed TF; building ICAR's QMS in line ISO 17065 – ICAR ISO accreditation for S.I. as a Certification Body for 2016.

3.2 Financials YTD
The CE presented the follow-up budget situation as for 30th April 2015. The Board appreciated the income statement which is in line with the approved budget. The forecast is approximate due to the time of the year.

The balance sheet at the same date shows that most of the fees in arrear in December 2014 have been paid.

At 31st May 2015 the CE informed that 68% of the members had paid their dues and that a reminder has been sent from the Secretariat in May for those outstanding.

3.3 Legal / Board Elections
Martin Burke informed the Board that a meeting took place in Rome on 20th May with the President and a notary for the signature of a proxy to the CE up to limit 25.000 Euro for both ICAR and S.I.

At the same meeting, the notary drew up a document to fulfil the request of the DBI so we will be able to close the investment.

This document has been sent directly to DBI with copy to "Finanza e Futuro" and CE will report back to the Board as soon as the matter is solved.

The firm Agathemis provided a revised version of the contract to be used with the different laboratories. This new version will replace the existing contracts and the plan is to send them out in July 2015 for signing.

3.4 Board members election

The Candidate Review Committee informed there will be three positions in the Board:

- Hans Wilmink, eligible for a second term.
- Badi Besbes, finalise the second term.
- Clara Diaz, resigned from the position.

The Committee received a supporting letter from CRV to Hans Wilmink and an application from Jorge Lama (Cooprinsem, Chile).

The Board will propose to the General Assembly the re-election of Hans Wilmink and appointment of Jorge Lama.

There will be a vacancy in the Board which may be covered by suitable person appointed by the Board until the next General Assembly, in accordance with the Statutes.

Elena Couto will send the "Board Grid"– this details the term/period for each Board member- to help us do some succession planning in advance (see attached).

3.5 Membership / Global approach

<u>New members</u>

The CE informed that two applications were received since the last meeting:

- Dairy Cattle Improvement Center (South Korea) for full membership.
- NHIA (Australia) for associate membership.

The Board asked the CE to clarify with NHIA their position as it is understood they would apply to full membership considering their activity. Martin Burke will discuss and report back to the Board.

Motion: It was duly moved, seconded and carried that the Dairy Cattle Improvement Center is accepted as full member.

<u>Membership process review</u>

As a result of a very positive Symposium in South Africa the CE suggested to capitalise and look to recruit and encourage participation in 2015/2016. The CE and ICAR team will review possibility and feasibility of running some follow-up workshops.

As part of this review there will be also the fee structure and its different categories, and the publication on the web site of a spreadsheet to allow simulations and give more transparency.

3.6 ICAR International strategic alliances / agreements

Martin Burke informed that a working document has been prepared at the Secretariat which outlines which organisations ICAR should forge links with and the objectives and protocols for agreements if required. The current document provides detail about the international partners we are working with and their relevance to ICAR and a summary was distributed to the Board in the CE report.

Board agreed OIE was a crucial next body to contact. Martin Burke will initiate. Also Laurent Journaux and Martin are visiting EU in Brussels on July 17th to further DG SANCO discussions.

3.7 ICAR Web / IT
The CE presented a short summary prepared by the Secretariat containing historic and reasons for the proposal to renew the website.

The project will start in July and is scheduled to finish in October 2015 with a approx. cost of 15.000 – 20.000 Euro.

In consideration of the project related to the “ICAR Brand”, the Board suggested to link these two projects.

Motion: It was duly moved, seconded and carried that the investment for the renewal of the web site is approved.

3.8 ICAR Brand
Martin Burke presented a project to develop the “ICAR Brand”. The proposal is to appoint some Board members to mentor and help review and refine the proposal developed by a professional consultant in the second half of 2015. Initial discussions took place between the President, CE and consultants in The Netherlands.

The Board recommended the following two prerequisite steps before commencing project:

1) Martin to convene a conference call with following board members to discuss the project ; Niels H. Nielsen, Marco Winters, Jay Mattison and Bianca Lind
2) From this call Martin and one or two Board members to take a day with Joost Morgendorf to agree ICAR brand input and flesh out project.

3.9 ICAR four main SCs

ID
The President informed that Ken Evers (Australia) was nominated new chair of the Sub-Committee.

In May the President and CE visited the two ID laboratories (The Netherlands and Germany) and had good meetings with both of them. IMA-Wageningen is working only on RFID test while DLG e.V. is also dealing with visual tags and material testing. It is important for S.I. to appoint new laboratories considering the increase of testing. During the meeting in Krakow the dates for the audit of the Canadian laboratory will be decided.

The CE and staff will review the ISO 17065, establishing the principles and requirements for the competence and impartiality of product, service and process certification and for bodies like S.I. if is appropriate to us.

MASC
The new chair of the SC, Gavin Scott, will attend the Workshop and meetings in Krakow. The President, Jay Mattison, Brian Wickham and Martin Burke will meet with Gavin Scott in Krakow on 10th June from 18.00 to 18.30 to clearly establish the parameters the SC should be aware of as it reviews the former AQAS proposal.

Martin Burke informed about a skype conference with Silvia Orlandini, previous member of the SC who is now working as external consultant and no longer for the Italian Breeders' Association, and the proposal to retain her services as a contractor to S.I. to technically support the AQAS project; liaise with ISO and IDF and participate in the SC meetings as S.I. representative.

<u>R&SDSC</u>
The new chair of the SC, Steven Sievert, is attending the meeting in Krakow. Brian Wickham informed that the ToR of the SC were reviewed with the support of the new chair, Martin Burke and Jussi Maki-Hokkonen. The update of the ToR was done to widen the scope to include sampling devices like tissue sampling. The new name of the SC will be Recoding and Sampling Devices.

Motion: It was duly moved, seconded and carried that the ToR were endorsed as presented and the change of the name of the Sub-Committee is approved.

<u>Other Groups and CoQ</u>

<u>Certificate of Quality</u>
The CE informed that three new CoQ auditors' reports arrived since the last Board meeting:

- State Animal Breeding Supervision Service (Lithuania) for identification and production recording in dairy cattle.
- Deltamune Ltd. (South Africa) for laboratory analysis for milk samples.
- CONVIS (Luxembourg) for identification and production recording in dairy and beef cattle, laboratory analysis and data processing.

Motion: It was duly moved, seconded and carried that the CoQ was granted to the three applicants.

In addition, the auditor's report of CRV Holdings BV (The Netherlands) for identification in dairy and beef cattle, production recording in dairy cattle, genetic evaluation, and linear classification was presented during the meeting and it was agreed to have an electronic approval before the General Assembly on 10th June in order to deliver the certificate to them.

<u>Genetic Analysis WG</u>
New ToR have been reviewed by the WG and Brian will continue to review make up of group and synergies with other groups eg Parentage.

<u>Feed Intake & Greenhouse WG</u>
This new WG is proposed for endorsement to the Board. The CE and Brian Wickham were in contact with Roel Verkamp and Yvette de Haas to draft the ToR. Next step in the second half of the year will be the selection of the team (including IDF and research parties as required).

Motion: It was duly moved, seconded and carried that the new WG was created and ToR endorsed. It was also suggested to review the title of the WG

3.10 Interbull
Reinhard Reents, chair of the SC Interbull, made a presentation of the members of the SC and staff in Interbull Center and short presentation about GMace activity.

He gave an update on new Technical Director of Interbull Center. There were four good candidates selected for interviews and at the moment Interbull Center is under negotiation with one candidate. It is expected the new Technical Director will be invited to attend the Interbull meeting in Orlando and be appointed to start in Uppsala in September.

The actions scheduled since Berlin 2014 for the Genoex-SNP were presented to the Board as well as the strategic issues. Brian Van Dormaal's "Business Rules for GenoEx" V6 was universally accepted by the Board and all agreed that this document should be the terms of reference for the new Task Force (Business Implementation Team (BIT)) which will be convened to implement the service,

A TF ICAR-Interbull will start in September once the new Technical Director of Interbull will be appointed. It was suggested and agreed that the Task Force be as follows initially: from ICAR the President Hans Wilmink, the CE Martin Burke and Marco Winters . From Interbull SC it was suggested Reinhard Reents, with the New Technical Director plus one other from Interbull SC be appointed to the new TF.

3.11 Future ICAR / S.I. Board meetings (July – December 2015)
The schedule presented by the CE for the next meetings was endorsed by the Board as follows:

- S.I. Board Conference call on Tuesday 14th July 2015 from 20h00 to 21h00 CET.
- ICAR Board Conference call on Tuesday 21st July 2015 from 20h00 to 21h00 CET.
- ICAR Board Conference call on Tuesday 18th August 2015 from 20h00 to 21h00 CET.
- S.I. Board Conference call on Tuesday 22nd September 2015 from 20h00 to 21h00 CET.
- ICAR Board Conference call on Tuesday 29th September 2015 from 20h00 to 21h00 CET.
- ICAR Board Conference call on Tuesday 20th October 2015 from 20h00 to 21h00 CET.
- S.I. Board face-to-face meeting on Friday 20th November 2015 from 8.00 to 9.00 CET.
- ICAR Board face-to-face meeting on Friday 20th November 2015 from 9.00 to 17.00 CET.

3.12 Other business
No other business.

3.13 Adjourn

The meeting was closed on at 12h30.