ICAR Board meeting
26th January 2016
Conference call from 20:00 to 21:00

Minutes EC/MB

1. Call to Order & Approval of Agenda

In attendance: Hans Wilmink, Jay Mattison, Marco Winters, Laurent Journaux, Japie van der Westhuizen, Bevin Harris, Jorge Lama, Bianca Lind and Niels H. Nielsen; Neil Petreny and (Inspector); staff: Martin Burke (CE), Milan Zjalic, Charl Hunlun, Brian Wickham, Cesare Mosconi, and Elena Couto.

Apologies: Kaivo Ilves and Josef Kuçera

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 20th November 2015 are approved as presented.

3. Matters arising

No matters arising since last meeting.

4. CE Report

4.1 Priorities

The priorities are listed in the CE report and there were no questions from the Board.

4.2 Financial 2015 and 2016

ICAR 2015 and 2016

Martin Burke presented for information only an estimate forecast for 2015 and 2016 based on provisional figures at the end of November 2015. The 2015 accounts will be ready mid-February for the internal inspection using the normal templates prepared by the Financial Committee.
Neil Petreny pointed out the difference with the approved budget 2016 (-36.000€ vs. 35.000€) and that members will look for an explanation. The CE explained that the increase is mainly due to the Brand project and some additional staff costs. Niels H. Nielsen advised that being this only for information and considering the late General Assembly in 2016 the Board will have time to adjust and inform properly the Members.
The investment plan for the Brand project is provisional, during the year the Board will keep track and review it for adjustment.

ACTION Item: Full Financial Reports in Standard Formats (as set out and agreed by Financial Committee) to be circulated in 29th March 2016 ICAR Board meeting

SERVICE-ICAR Srl 2015, forecast and 2016

The CE shared with the ICAR Board the figures presented last week to the S.I. Board and explained mainly the ID difference compare to the figures presented in November. No questions from the participants.

ACTION Item: Full Financial Reports in Standard Formats (as set out and agreed by Financial Committee) to be circulated in 22nd March 2016 Service ICAR Board meeting

4.3 Brand Project Action Plan and Budget 2016

The appendix 5, 6 and 7 were discussed and the budget presented for the Board approval.
Most of the budget probably will need to be outsourced but some can be done in house with some saving. Hans Wilmink agreed the importance to stay within the budget but also to keep a high professional level. He also asked the Group to maintain the contacts and report to the Board.
Martin Burke will consider that the VAT for ICAR is a cost and has to be added to the budget. He will look to stay with the figures presented considering VAT.
This is an ICAR activity but there was a proposal for the CE to look in detail the different actions and see if some of them may be considered as S.I. as they are focussed on industry. The Secretariat will identify which part can be addressed by S.I. and will revert to the ICAR Board.
Jay Mattison indicated that the Board should approve only the difference compare to the approved budget.
Hans Wilmink proposed to approve the plan as presented as well as the investment.

MOTION: It was duly moved, seconded and carried that the Brand project action plan investment is approved as presented.

ACTION Item: Review options of sharing some of Brand Project costs between ICAR and Service ICAR cost centres.

4.4 Membership update

There was no request for new membership since last meeting.
The Secretariat will send the request of 2016 fee to the Associate members this week. For the full members a reminder has been sent for those who did not submit their data for the calculation of fees. By mid-February the Member Fee request will be sent based on the numbers submitted or previous numbers for those who will not send an update.

Martin Burke informed about the visit to the University of Novi Sad (Serbia) for the Certificate of Quality auditing. As agreed, the audit report is on file with ICAR secretariat and after review by the ICAR CoQ team he recommended to grant the CoQ to the University of Novi Sad (milk laboratory).

MOTION: It was duly moved, seconded and carried that the University of Novi Sad is granting with the CoQ for Milk Laboratory.

4.5 Groups update / report

Groups communication

Martin Burke and Brian Wickham continue with their scheduled calls with the Groups to ensure the functioning and activity level of the Groups is progressing in the right direction and without duplication efforts.

Milk Analysis SC

The CE informed about the visit of Philippe Trossat (Actalia) to Rome and the meeting with him and Silvia Orlandini. The historic PT data is now with the Secretariat.

As a result of this meeting, the Secretariat prepared and sent to Actalia the service contract for their comments/consideration and signature. Silvia Orlandini explained that this activity will be now in line with the indications of the Brand project and more transparent for our members, given also more visibility to the association.

The draft proposal for an agreement on ISO/TC34/SC5 (Milk and milk products) was presented to ISO by H. van Bijgaart in December 2015. A call was convened between ISO and ICAR on 19th January. An RA is not required by ISO but they welcome ICAR to proceed to develop our own validation and certification guidelines as we do for instance like Milk Recording Devices.

Recording and Sampling Devices SC

The Secretariat is working with the SC on the new website presentation; tests in progress; guidelines revisions; DNA tissue tags, and body conditions scoring devices. There were no questions/comments to the information given in the CE report.

ID Devices SC

Andie Dimitriadou has joined S.I. and part of her job will be the ID SC; she is working closely with Jussi and Ken Evers on the main priorities: a) draft document for the key ID certification SOP's, and b) assist the revamp of the ID certification listings on the web site.
In January there are key events/meetings for the SC: a) auditing to the laboratory SAIT in Calgary (Canada); b) ISO WG3 meeting in Innsbruck (Austria), and c) ID SC meeting in Vienna (Austria). There were no questions/comments to the information given in the CE report.

Interbull SC

a. Genoex PSE-ITF

   The Board appoint Brian van Doormaal as chair of the Expert Group. The TF submitted a list of experts for approval by the ICAR Board:

Name	Employment Affiliation	Representation on Expert Group
Matthew McClure	Irish Cattle Breeding Federation (ICBF), Ireland	Parentage Recording WG
George Wiggans	Animal Genomics and Improvement Laboratory (AGIL), USA	Parentage Recording WG
Louise Marguin	Institut de l'Élevage, France	Nominated by Interbull Steering Committee
Romy Morrin-O'Donnell	Weatherbys DNA Laboratory, Ireland	Genetic Analysis WG
Tom Lawlor	Holstein USA, USA	Breed Association WG (Dairy)

Johnny MacKay	Aberdeen-Angus Cattle Society, Scotland	Breed Association WG & Interbeef
Hossein Jorjani	Interbull, Sweden	Interbull Centre

MOTION: It was duly moved, seconded and carried that the list of nominees and chair of the Expert Group is approved as presented**.**
The CE informed the TF is now working on the service agreement; he will discuss this matter with Toine in their next monthly meeting.

b. IC-IB-TF

Hans Wilmink informed that some members of the Board will attend the Interbull Strategy meeting in Verona first week of February and also the ICAR-Interbull TF will have a face to face meeting on this occasion.
Laurent Journaux informed about an on-going discussion in France concerning Interbull. It seems there is a decrease of interest because the activity is in competition with other services and there is a danger of being by passed in future. It is very important to maintain Interbull services to a high level of quality. Hans Wilmink and ICAR Board members will follow up and discuss next week in the Interbull Strategy meeting in Verona on February 04th.

4.6 ICAR 2018 and 2019 – Host selection / options

Martin Burke informed about the discussions to hold the ICAR Session in New Zealand in 2018 back to back with the World Congress of Genetics. Rather than joining the WCG, the proposal is to hold ICAR the week before in another venue (Hamilton or Rotorua).
The Board considered the importance to hold the ICAR meetings outside Europe and asked the CE and Brian Wickham to interact with the Local Organising Committee.

MOTION: It was duly moved, seconded and carried that the 2018 ICAR Session will take place in February in New Zealand.

ACTION Item: For 2019 in the next two months the CE will come back to the Board with proposals.

4.7 Future ICAR Board meetings

The schedule for the next ICAR Board meetings was approved as presented. The next conference call will be on Tuesday 23rd February at 20h00 CET.

5. Any other business

Our planned face to face ICAR Board is on Friday 27th May in Amsterdam and Board members are requested to review their schedule and confirm hotel/nights requirements.

ACTION Item: Elena Couto will send an email to the Board members and staff informing about the location in Amsterdam for the face to face meeting on 27th May 2016 and asking dates for hotel booking. Hans Wilmink informed that a dinner will be arranged for Friday evening downtown.

6. Adjourn

The meeting was closed on at 21h10.