ICAR Board meeting
23rd February 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, Kaivo Ilves, Marco Winters, Japie van der Westhuizen, Bianca Lind and Niels H. Nielsen; Josef Kuçera (Inspector); staff: Martin Burke (CE), Milan Zjalic, Brian Wickham, Cesare Mosconi, Juhani Maki-Hokkonen, Silvia Orlandini and Elena Couto.

Apologies: Laurent Journaux, Bevin Harris, Jorge Lama, Neil Petreny

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 26th January 2016 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

2015

The financial reports for 2015 are under preparation and will be circulated in advance before the next Board conference scheduled on 29th March 2016.

ICAR financial audit 2015

The Secretariat will send in advance to the inspectors the financial statements 2015 of ICAR and SERVICE-ICAR Srl; the visit of Josef Kuçera is scheduled for Friday 26th February.

ACTION Item: The Secretariat to send the reports to the Inspectors and the Inspectors' report to be ready for circulation to the Board before next meeting (29th March).

4.3 Brand Project Action Plan

Tender process

The CE met with Joost Mogendorf in Utrecht on 18th February for the presentation of two companies (VA Design and Volta) of their cost and delivery of the components of ICAR's Brand Action Plan 2016.

Martin Burke will make a recommendation to the "Schiphol" Steering Group before deciding.

ACTION Item: CE will circulate recommendation for our Brand Creative Design partner to the Steering Group (Schiphol Group) and based on feedback will select and announce by first week of March.

ICAR Vision
The CE reported about the meeting in Verona where the Brand project was the concept of one ICAR vision was discussed and positively received. ICAR is executing its brand action plan, part of which will be first to develop a "Strap Line" for ICAR and its logo. Martin and Joost have been discussing and have listed some suggestions.

ACTION Item: These "Strap Line" suggestions will be shared and discussed with the Sub-Committees after discussion within the "Schiphol" Group to settle on agreed choice (March 2016).

4.4 Membership update

New members
Martin Burke presented the application for full member received from Ariasepeher from Iran. Bianca Lind informed that Germany has several contacts with Iranian companies; she will check with the Ministry and will report at the next meeting. Kaivo Ilves asked about reasons to reject the membership and the President informed that the information given and available on their web site was not enough/complete. The Board decided to look for more background and wait until next meeting to decide on this membership.

ACTION Item: Bianca to follow up with her contacts to find out more about this Iranian company and provide any feedback to CE and Board before next Board meeting March 29th.

Fees 2016
The request to the associate members was sent on 29th January and Martin Burke will work this week with Elena at the Secretariat to finalise the request to the full members based on updated data (where newly received) or existing data (if no update received).

ACTION Item: The Secretariat to send out the request to full members by 29th February 2016.

The CE informed that one full member (World Ayrshire Federation) and one associate member (BIXSCO joined in July 2015) both from Canada resigned. Martin Burke called these members to ascertain reasons for not renewing;

Ayrshires said they did not attend our conferences and do not use our services directly, instead as they are members of Canadian Dairy Network they felt they were already represented by their links to CDN.

BIXSCO only joined in July 2015 and say due to budgetary constraints in 2016 decided not to renew membership – will review again in 2017.

4.5 Groups update / report

Groups' communication

Milk Analysis SC
ICAR Proficiency Testing (PT) is now back under S.I. with a contract with Actalia to conduct the two rounds in 2016. The announcement was launched on 23rd February with Actalia as service partner.

European Milk Recording (EMR) project. This project was created in the continuation of OptiMIR and the objective is to deliver a marketable standardization service to milk laboratories, milk recording organisations, dairy industries and other stakeholders who use MIR technology. The proposal of EMR is to create a partnership which will include: CRA-W; milk laboratory of North Rhine-Westphalia, EMR and ICAR. The Secretariat with the support of Silvia Orlandini and Brian Wickham is preparing the proposal and Martin will work with Silvia also on the budget. We will be involved in 3 work packages for certification and dissemination. The deadline is mid-March. Hans Wilmink asked to inform our Members. The partner will be SERVICE-ICAR Srl as SME because this will provide a new activity/business. The President asked to circulate the documentation to the Board of S.I. for approval/endorsement. The SC of Milk Analysis will be involved as experts.

ACTION Item: The FTI project submittal is due in to EU by 15th March. Secretariat will share project documentation to S-ICAR Board by email in advance of this date.

<u>Recording and Sampling Devices SC</u>
Within its key project tasks the SC includes:
- The “Tissue sampling protocol” in liaison with other ICAR Groups (Parentage WG and Identification SC) and the support of the Secretariat (Jussi and Andie).
- The acceptance of renewal of the service contract with ATB (laboratory in Germany). The Secretariat sent the basic contract to them for signature.

<u>ID Devices SC</u>
The Secretariat is supporting the ID SC on main topics as stated in the CE report.

Martin Burke informed that at the moment Ken Evers is living in USA and may be an issue in 6 months for the member representation.

ACTION Item: The CE will track the situation and the matter will be put in the agenda of the face to face meeting on 27th May in Amsterdam.

<u>Interbull SC</u>

a. EU reference laboratory
   ICAR and Interbull Centre have been named as reference laboratory for livestock genetics for 2016 and 2017 with associated funding.

b. GenoEx PSE
   The Task Force held skype conferences in January and February to define authorities and service fee structure and to discuss the wording of the service agreement. ICAR will need to contact its Members to inform them of GenoEx PSE and for requesting information on the service eligibility for organisations in their country.

c. ICAR/Interbull Task Force (IC-IB TF)
   At the meeting in Verona the following items were discussed:
   - Business process
   - Communication
   - Interbull internal
   - SLU relationship
   - Future meetings and milestones

   The CE had a pre-call with Reinhard Reents and Toine Roozen to discuss items related to the business process and SLU relationship. The President agreed that a lot of things are still to do, most important the governance and clarification of roles (SLU, Interbull Centre, Steering Committee, etc.).

d. Interbull strategy meeting 4-5 February 2016, Verona. From ICAR the President, Jay Mattison, Marco Winters and the CE attended the meeting. The priorities/outcomes include:
   - Interbull vision – which should be under the ICAR umbrella Vision.
   - Governance – the lack of clarity of contractual roles and responsibilities is recognised by all involved.
   - MACE relevance in future – the SC recognise a review is needed.
   - Customer needs – need to get closer to customers' needs and use the information to further enhance service offerings.
   - Service opportunities – validation, new traits, data hub sensor.

4.6 ICAR 2018 and 2019 – Host selection / options

ICAR 2018

The dates for this session in New Zealand are now confirmed: 6th to 9th February 2018, before the WCG. Brian Wickham will contact the local members and associate members to solicit their endorsement.

Martin Burke asked to have a small group from the Board and the Secretariat to make recommendation for future sessions to be presented at the Board in May. The following members accepted to work closely with the CE and the Secretariat: Japie van der Westhuizen, Niels H. Neilsen, and Bianca Lind.

ACTION Item: This Group to prepare a recommendation paper with locations for 2019 to present at the Board in Amsterdam.

4.7 Future ICAR Board meetings

The schedule was endorsed as presented in the CE report and the next conference call will be on Tuesday 29th March 2016 at 20h00 CET.

5. Any other business

ACTION Item: Elena will send a reminder to the Board and staff asking the dates for hotel booking in Amsterdam.

6. Adjourn

The meeting was closed on at 21h00.