ICAR Board meeting
29th March 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, Laurent Journaux, Bevin Harris, Jorge Lama and Niels H. Nielsen; Neil Petreny (Inspector); staff: Martin Burke (CE), Milan Zjalic, Brian Wickham, Cesare Mosconi, Juhani Maki-Hokkonen, Charl Hunlun, Silvia Orlandini, and Elena Couto.

Apologies: 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 23rd February 2016 are approved as presented.

3. Matters arising

No matters arising since last meeting. Action items are covered in the report.

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 budget 2016

The CE presented the Balance sheet, Income Statement, Explanatory notes and Inspector's report for 2015.

ACTION Item: According to the suggestion in the Inspector's report, the Board requested some quotes and timing for an external auditing.

Neil Petreny confirmed this request will be consistent with the recommendation from the Inspectors' report and that considering the late date for 2016 General Assembly (October) there is no rush to approve the financial statement at this stage.

MOTION: The Board will approve the 2015 financial statements following the external auditing.

Martin Burke presented the 2016 budget (already approved in 2015) and informed that a follow-up budget for the first quarter (Jan.-April 2016) will be presented at the meeting in May. Hans Wilmink asked for a more detailed presentation by items with comparison to previous year using the standard forms.

4.3 Brand Project Action Plan

Partner chosen

Following the decision of the Board, the partner selected to deliver the components of ICAR's Brand Action Plan 2016 is VA Design.

Update on Bran Action Plan

Martin Burke presented the breakdown of the 4 sub areas of the Action Plan. The SC will work on the proposed new logo and slogan/descriptors in a meeting scheduled for 4th April, then the plan is collect feedback also from staff and chairs and to refine and propose at least two "close to final" options to the ICAR Board on April 26th.

ACTION Item: As per last Board meeting, the Secretariat will review best spread of costs of the Brand Action Plan between ICAR and S.I.

4.4 Membership update

New member

Martin Burke informed about the application discussed at the previous Board meeting from Aria Sepher (Iran). As requested, Bianca Lind checked and gave some mix feedback. The Board requested the Secretariat to ask for some clarifications and figures; maybe should be more appropriate to them to be associate member.

ACTION Item: The Secretariat will contact them and ask for figures for final decision at the Board of 26th April.

Fees 2016

The CE informed that by March close to 50% of members (full and associate) have paid their membership fee.

ACTION Item: The Secretariat will continue to track monthly and report at the meeting in Amsterdam.

4.5 Groups update / report

Milk Analysis SC

S.I. PT: The activity of Proficiency Test is now under control of S.I. The first round was launched on 8th March with participation of 27 laboratories. Once results are back the PT reports will be sent from S.I. with subsequent invoice.

S.I. and EMR (EU SIMILAR Project): Martin Burke informed about the submission of this proposal to EU on 15th March 2016. The previous EU project was SOLID which will finalise on 31st March 2016; the CE attended the final meeting in Brussels on 22nd March.

In the new proposal S.I. is partner with EMR (co-ordinator) and S.I. primary role will be in WPs 4 to provide standardisation and certification services to validate the new EMR algorithms for milk analysers, and in WP5 for dissemination. The details of the budget are in appendix 6.

The CE informed that final decision will be in late summer /autumn 2016 and for this reason will not have little or no impact on S.I. 2016 budget.

Niels H. Nielsen indicated that there is another project based on the previous OptiMir and that maybe this new project is limited, it will be good to look around. Most of organisations are using Spectra and from ICAR point of view it is important to be “global”. Bianca Lind agreed in principle although basically she did not see exactly the trouble. Bevin Harris commented the work was important and Jay Mattison while not really involved in this activity also agreed in principle with Niels we should take input from members outside the EMT scope.

Martin Burke agreed we need to be more independent and global and appreciate to receive feedback from the Board.

ACTION Item: Following some discussion it was decided that the ICAR Board members will send further questions and feedback to the Secretariat via email to clarify all the details of the proposal.

<u>Recording and Sampling Devices SC</u>

The CE briefly updated about the two letters sent out to manufacturers and to ICAR members (see appendix 8) re updated market information

<u>ID Devices SC</u>

Martin Burke informed that the Secretariat continued to support the SC on main topics: a) documenting key ID certification SOP’s, and b) assist the revamp of the ID certification listings on the web site.

The meeting was informed that Ken Evers, chair of the SC, sent an email to the CE informing that from 1st April he will resign from his position. Martin Burke asked to keep this information confidential as the SC has not yet been informed officially.

The Board asked advice from Jay Mattison and Kaivo Ilves as members of the SC. It was decided to announce the position and see interest from ICAR Members.

ACTION Item: The Secretariat will prepare the announcement and the CE will approach some ICAR Members involved in identification.

<u>Interbull SC</u>

a. GenoEx PSE-ITF
   The Group met on 17th March and is finalising the draft of service agreement which will be proposed to the ICAR Board for final approval following legal advice according to Italian Law. The plan is to have this draft ready for their next meeting in April and arrive to a final document to the face to face meeting in Amsterdam in May.

b. ICAR/Interbull TF
   The TF is meeting regularly and the CE will have a skype conference with T. Roozen and Elena Couto on 30th March to discuss/clarify some items related to the fee calculation for the genetic evaluation of dairy cow.
   The TF will have the next call on 18th April. The idea is to dedicate 50:50 time in this face to face meeting on 26th May to address “process” <u>and</u> “governance”.

Kaivo Ilves informed that EAAP meeting in 2017 will be in Estonia and that the Sub-Committee of Interbull was interested in organising the meeting at the same time. He asked the Board to inquiry with the Chair of the SC to have an official confirmation.

ACTION Item: Kaivo Ilves will forward the request he received to the CE and the Secretariat will check with the Chair (Reinhard Reents).

4.6 ICAR Conferences

ICAR 2016

Weekly conference calls are in place with the organisers. The call of abstracts will be sent out this week. Jorge Lama informed about some minor problems with the web site but in general they are happy with all the process.

ICAR 2017 UK

Martin Burke informed that starting May-June the Secretariat will fix some calls to start the arrangements with Marco Winters and Mike Coffey (Local Organising Committee).

ICAR 2018 New Zealand

Since last Board, Brian Wickham has contacted the New Zealand members and has formed an initial Local Organising Committee. Brian also notified the WGC and will work with them to avoid overlap with their Congress.

ICAR 2019

In accordance with the request of the Board in February, the CE will convene a call in April to kick off the selection process with the appointed team: Japie van der Westhuizen, Niels H. Nielsen and Bianca Lind from the Board and some of staff. The scope is to present some suggestions at the meeting in May.

ACTION Item: During April, CE will convene a call to begin discussion on options for ICAR 2019 location.

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 26th April 2016 at 20h00 CET.

5. Any other business

No other business.

6. Adjourn

The meeting was closed on at 21h00.