MINUTES ICAR BOARD

ICAR Board meeting (Conference call)

DATE 26TH SEPTEMER 2017
TIME 20H00 TO 21H00 CET

1. Call to Order & Approval of Agenda

In attendance: Jay Mattison (President), Niels H. Nielsen, Daniel Lefebvre, Laurent Journaux, Kaivo Ilves, Hans Wilmink, Bevin Harris, Bianca Lind, and Japie van der Westhuizen. Inspector: Josef Kučera. Staff: Martin Burke (CE), Charl Hunlun, Cesare Mosconi, and Elena Couto.

Apologies: Jorge Lama, Neil Petreny, Silvia Orlandini, Brian Wickham, Andie Dimitriadou.

The President informed that a closed meeting will start following the official Board meeting. He asked to discuss under AOB the registration fee to EAAP members with discount in Tallinn.

MOTION: It was duly moved, seconded and carried that the agenda is approved as presented with inclusion of additional item under AOB.

2. Approval of the minutes

Daniel Lefebvre asked to correct his name in the minutes. He also noted under “Other Groups update” the name of the Working Group is not correct, should be “Artificial Insemination and RT WG” instead of “Animal Data Exchange WG”. The President thanked him for pointing out the mistake.

MOTION: It was duly moved, seconded and carried that the minutes of the Board of 29th August 2017 are approved with amendments presented.

3. CE Report

3.1. Priorities

The items for discussion are highlighted in the CE report, if there is a need for more information an email can be sent to Martin Burke.

3.2. Update on action items from previous ICAR Board

Interbull SLU Application for EURC: The CE requested a copy of application document for EU reference centre. The full document is available on the Web for reference for the Board, it’s good to have a summary, especially for people who are not familiar with Interbull. Niels H. Nielsen asked to share the document worldwide as it contains interesting information. Hans Wilmink proposed to make it public as part of the application.

Action: Martin Burke will see with Toine Roozen, maybe a summary without personal information could be put up on ICAR website for public viewing.

Victoria Agriculture Services Patent; Martin Burke attended the meeting of EFFAB on VAS application on Sept 12th, and provide a summary of the minutes to the Board. The likelihood of the European Patent Office (EPO) granting the patent is more than 50/50. Bianca Lind suggested we need to wait until patent is granted, then after granting there are 9 months to oppose and make objection. Next call of the EFFAB Patent Watch (PW) is scheduled on December 6th, because of his expertise and experience it would be better to have Reinhard Reents attending the call on behalf of ICAR and Interbull.

Action: CE and Bianca Lind to ask Reinhard Reents to be the ICAR/Interbull representative in EFFAB PW calls.

Budget Process: The CE informed that the budget process is with the FSC, later version is attached as appendix 1. At the moment, we are waiting for some feedback from the members, so probably there will be other changes but he wanted to share the document with the Board.
He also informed about the need of changes in the Statutes to indicate that the General Assembly is not **approving** the budget, it is **only for information**. The meeting agreed to discuss this topic during the face to face meeting in November. Niels H. Nielsen, as member of the FSC, explained it will be better to have the budget prepared and approved by the Board with fix membership fee for one year; if the Members are not satisfied they can complain during the General Assembly and this will be discussed. Bianca Lind proposed to put in agenda of November the items for the General Assembly. It is important to make it attractive and maybe focus part of the meeting on programme, activities and strategic issues. Niels H. Nielsen agreed to have a more active General Assembly, not only the approval of the financial statements. Laurent Journaux recalled in the past there was more information from the Groups but it was too long and fast and not interesting. Maybe it will be good to have two parts of the General Assembly, one for legal/administration matters and a second part focused on programme, activities and issues.

Action: The CE took note to put the General Assembly Format as an agenda point for the next face to face Board meeting in November (Paris), Kaivo Ilves asked about process now for approval of the financial statements, which seemed to him much more complicated with FSC also involved. Hans Wilmink saw the involvement of FSC more as an advisory team; now working on templates, investment matters, etc., but approval remains with the Boards of ICAR and SERVICE-ICAR Srl. Lauren Journaux also explained that the FSC discuss at the moment more how to improve the current documents and see for clear decision process in the Board. Niels H. Nielsen also explained that FSC is more oriented on how to proceed so the Board can focus more on priorities. The President proposed to look to the procedure later to have right process. Martin Burke informed about the good progress until now and the important feedback received to finalise the documents. Jay Mattison thanked for the work done so far and for the clarifications.

Action: CE and FSC plan is to present new proposed templates with QTR 3 YTD numbers at the October Board meeting.

Board Committees. Niels H. Nielsen asked the members of the Nomination Committee to stay after this meeting to schedule next meetings.
The CE confirmed the HR Committee will look first to the ToR. Bianca Lind and Hans Wilmink are also members of that Committee. Hans Wilmink asked why the ToR of the HR Committee will be reviewed as they were approved by the Board. Jay Mattison clarified that some parts need to be taken out and move to the Nomination Committee.

Action: The Secretariat to upload the HR and FSC ToRs to the Handbook page on Board website.

Action: Daniel Lefebvre to do a review of the ToRs and report back to the President.

ICAR – Service ICAR Agreement: The CE informed that the draft agreement ICAR-SERVICE-ICAR Srl was attached as appendix 2. This is an internal agreement, not notary registered. It is possible to register it but there is a cost involved. The President proposed to send comments to the CE and put in the agenda of November for approval. Niels H. Nielsen proposed to have the agreement without names, only positions to avoid modification of the document following any change of President or CE.

Martin Burke illustrated appendix 3, a summary of the relations between ICAR and SERVICE-ICAR Srl Boards for internal use. Any suggestion or feedback is welcome. The President asked the members to send their comments, if any, and proposed to review and approve the document in November.

Action: Martin Burke to finalise the draft agreement to propose to the Board in November.

3.3.Financial / administration

Finance Sub Committee update: Martin Burke informed the FSC is working on the templates; then QTR3 will be discussed at the next conference call and submitted to the Board with the new format. There was also a good discussion within the FSC about the reserve and investment policies. The CE will come back to Board with final proposals in October.

Action: CE and FSC plan is to present new proposed templates with QTR 3 YTD numbers at the October Board meeting

Guidelines revamp – phase 1: The new version of the ICAR Guidelines has been circulated internally and the Secretariat asked for feedback to the Board and Chairs. Kaivo Ilves sent good comments about numbering. Martin Burke wanted to send out in October, but at this stage it is not for approval as more feedback from Chairs and Groups is expected. Hans Wilmink appreciated this first phase and complimented the staff for their support.

3.4.Groups' updates

SC Milk Analysis

The CE informed about the need of new members for this SC. Silvia Orlandini will enquiry within the laboratories (around 50) who participated in the Proficiency Test. The CE with the support of Silvia Orlandini and Harrie van Bijgaart will make a short list of people to target for personal follow-up call. In what concerns the chair, they will rotate within the SC of next meetings among the members until a suitable chair candidate will be found. In the meantime it is expected to have more members in the SC.

SC Animal Identification

Martin Burke had a good call with Jo Quigley who accepted to chair the SC. The CE had also a meeting with some manufacturers (Allflex, Datamars and Caisley) in Dublin on 8th September at their request to discuss the lack of engagement of the Competent Authorities and the quality on the field. Another meeting is scheduled for 6th November with attendance of Jo Quigley and the CE, who will report back to the Sub-Committee.

Martin Burke and Andie Dimitriadou will attend the meeting of ISO WG3 on 4th and 5th October in Delft, The Netherland, and will report back to the Sub-Committee.

ICAR/Interbull TF

The CE illustrated the key priorities for the TF: refresh and rewrite the agreement between ICAR and SLU; SLU to review the draft; Interbull Sub Committee to review the draft at its meeting in Tallinn, Estonia, late August; ICAR-Interbull Operations TF to review all feedback at its meeting on

15th September and make plan for completion, and as agreed at the last ICAR Board in August, to present for review and approval to the ICAR Board in October.
On 6th October, a new meeting is scheduled to clarify governance, authorizations, etc. but some questions still need to be clarified.

Other Groups
Martin Burke informed that Gordon Doak officially resigned as chair of the Artificial Insemination and RT.

Action: The CE and Group coordinator will hold a call with the existing members of the Working Group to discuss getting new members in the first instance and after that review best timing of 'call' for a new chair for this WG.

3.5.ICAR Conferences
Auckland 2018
During the last conference call it was decided to invite Reinhard Reents and Toine Roozen to attend the calls with the LOC for the programme starting with the Oct 11th call.

3.6.Future ICAR and SERVICE-ICAR Srl Board Meetings
The next meetings' schedule was confirmed as presented in the CE report.

4. Any other business
Jay Mattison informed about a complaint from Interbull people concerning the discount on registration fee to attend their meeting for EAAP members which was not applied to ICAR members (August in Tallinn). The Board considered this practice not logic or consistent and asked Martin Burke to enquire with Reinhard Reents and Toine Roozen.
Concerning the activity of genetic evaluation, Kaivo Ilves recalled he would like to have these meetings under the umbrella of ICAR. The CE proposed to have this topic for discussion in the TF. The Board asked the Secretariat to double check with the list of Interbull customers if they are all members of ICAR or related to the ICAR member.

Action: The Secretariat will ask Interbull the list of customers to check with ICAR membership.

5. Adjourn
The meeting with staff was closed at 21H10 after which a short closed meeting of the board was held.