THE GLOBAL STANDARD FOR LIVESTOCK DATA

MINUTES SERVICE-ICAR BOARD

(Conference call)

DATE 27TH MARCH 2018
TIME 19H00 TO 20H00

1. Call to order and approval of the agenda

In attendance: Jay Mattison (President), Niels H. Nielsen, Laurent Journaux, and Bianca Lind. From the Secretariat: Martin Burke (CE), Charl Hunlun, Elena Couto, and Cesare Mosconi.

Apologies: Daniel Lefebvre, Andie Dimitriadou, Brian Wickham, and Silvia Orlandini.

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

2. Approval of the minutes of 24th October 2017

MOTION: It was duly moved, seconded and carried that the minutes of 24th October 2017 are approved as presented.

3. CE Report

Martin Burke informed there is one main item for approval during this session, the year-end financial position 2017.

3.1. Financials – 2017 Year end reports

<u>Balance sheet 2017</u>

Martin Burke illustrated the balance sheet and underlined the progress made in the management of the cash flow.

<u>Income statement 2017</u>

Martin Burke illustrated the income statement which in 2017 closed with a small profit. After two years with negative balance, this surplus will avoid a possible control from the tax office, which is due normally after three consecutive years with loss.
He explained that compare to the budget the difference in personnel costs is due to the contract of the Chief Executive which was split 50% with ICAR.

<u>Breakdown activities 2017</u>

Martin Burke presented the breakdown of the activities showing the budgeted versus actual gross margin. For the activity of Certificate of Quality, the margin is higher in 2017 as most of the audit were Consultative Reviews and involved less costs than a visited audit.

Jay Mattison asked to put this information on file and records and keep confidential the figures related to each activity.
The procedure is that this Board approves the financial year end 2017 for submission to the General Assembly which will take place on 24th April. The General Assembly is composed by the SERVICE-ICAR Srl Board members and ICAR as the owner of the company. As agreed previously, the ICAR President shall nominate a person from the ICAR Board to represent the association at the General Assembly with the right to vote, but all the ICAR Board is invited to attend the General Assembly.

Action: The Secretariat will prepare a short summary about interactions and powers between ICAR and SERVICE-ICAR Srl and of the members of the Boards.

MOTION: It was duly moved, seconded and carried that the 2017 Balance Sheet and Income Statement are approved as presented for submission to the General Assembly on 24th April 2018.

3.2. Finance Sub Committee update

Martin Burke informed that no meetings were held since Auckland but a conference call is scheduled for mid-April to discuss the quotes received by the Secretariat for financial bookkeeping packages like Sage, Quickbooks and Main Office.

Action: The CE will report back in first instance to the FSC and then to the ICAR Board with recommendations.

3.3. Group Updates

The meeting agreed to discuss most of the items related to the Groups during the todays ICAR Board meeting at 20h00.
Martin Burke informed that the EU Project prepared by Jean-Michel Astruc (Sheep, goats and camelid Working Group) was successful in gaining, and funding acceptance for our SMARTER project (Small Ruminants breeding for efficiency and resilience) was confirmed.
The coordinator will be INRA (France) and the kick off meeting is scheduled in November 2018 in Toulouse (France). The project will go on until 2022 and the total EU funding support for four years will be €160k-€175k.
The partner will be SERVICE-ICAR Srl as business company totally owned by ICAR and we will be involved in the Work packages supporting dissemination, guidelines and phenotype recording in sheep and goats.
Following discussions with the coordinator, it was agreed to have SERVICE-ICAR Srl as partner to allow the reimbursement of funds for administrative direct expenses of the staff. Jean-Michel Astruc will be paid directly by *Institut de l'Elevage* which also a partner in the project.

3.4. Meeting schedule 2018

Considering the financial reporting dates for SERVICE-ICAR Srl, Martin Burke suggested to cancel the conference calls scheduled on 26th June and 28th August and fix the meeting on Tuesday 27th July from 19h00 to 20h00, before the ICAR Board meeting.

Next meeting will be the General Assembly on Tuesday 24th April at 20h00 CET together with the ICAR Board.

3.5. Any other business

No other business.

3.6. Adjourn

The meeting was closed at19h30.