MINUTES ICAR BOARD

ICAR Board meeting (Conference call)

DATE 24TH MARCH 2020
TIME 20H00 TO 21H00

1. Call to Order & Approval of Agenda

In attendance: Jay Mattison (President), Frido Hamoen, Bianca Lind, Antonio Martins, Bevin Harris, Japie van der Westhuizen, Niels H. Nielsen, Kaivo Ilves, Laurent Journaux, and Daniel Lefebvre. Inspector: Josef Kuçera and Ernst Bohlsen. Staff: Martin Burke (Chief Executive, CE), Silvia Orlandini, Cesare Mosconi, Brian Wickham, and Elena Couto.

Apologies: Andie Dimitriadou.

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

2. Approval of the 25th February 2020 minutes

Motion: It was duly moved, seconded and carried that the minutes of the Board of 25th February 2020 are approved as presented.

The President and CE informed about the call with Toine Roozen (Interbull Centre) and Matt Schaeffer (Chair Interbull Sub Committee) and the attendance of Hans Wilmink in representation of LOC2020 to establish actions against the risk of management for the LOC considering the situation of pandemic with Covid19. The LOC sent a statement with the proposal to move the event to June 2021 (7th to 11th). The CE already talked to Manuel Luque from the Spanish LOC2021 who was very flexible and accommodating and open to the best solution for ICAR. At this stage there will not be any economic impact for them.

The discussion continued considering the arrangements for following years, as generally only the even years are organized jointly with the Interbull Centre. Both the Dutch and Canadian were interested in organizing their Conferences with the participation of Interbull. This may imply to maintain 2022 in Canada. The CE ask Spain to arrange the meeting in 2023, what they already agreed. For 2021 ICAR will need to have further discussions with Interbull Centre as they have a commitment with EAAP to hold their meeting in Davos (Switzerland).

The Board agreed to circulate a statement to the ICAR community this week to inform about postponement of 2020 Annual Conference and will inform later about future arrangements and dates for 2021, 2022 and 2023.

The CE will arrange calls with Interbull and LOC 2020 to agree wording.

The President confirmed that the General Assembly will take place in June 2020 only for the mandatory items as per our Statutes (approval of 2019 financial statements, election of Board members, approval of previous minutes, receive the annual President report).
The CE and Secretariat will review the time and date with President and once agreed will send the invitation and draft agenda and will arrange the meeting through video conference (after consultation of the Statutes re electronic voting).

Action: The CE to prepare for circulation a statement with announcement of cancellation of the Annual Conference 2020 in Leeuwarden. The Secretariat to circulate the announcement Friday 27th March.

Action: The Secretariat will check the statues for the possibility to arrange the General Assembly 2020 through video conference and to send the invitation by 4th April.

3. ICAR Strategy Committee / Goals 2020-21 Process
The CE informed there were no actions since last meeting.

4. 2019 Financial Management reports
ICAR Balance sheet and Income statement
The management report has been discussed with the Financial Committee and now presented to the Board for endorsement.
The Secretariat will send after this Board the details of accounts to the Inspectors for their checking. Niels H. Nielsen underlined the bad debt for unpaid fees and that the Board will need to discuss how to handle the outstanding fees in the future.

Motion: It was duly moved, seconded and carried that the financial statements 2019 are endorsed as proposed and will be sent to the Members for their approval at the General Assembly in June.

The President suspended the session and opened to the Board of SERVICE-ICAR Srl (Jay Mattison, Niels H. Nielsen, Daniel Lefebvre, Bianca Lind and Laurent Journaux), and invited the ICAR Board to attend as observers. The agenda is the approval of 2019 financial statement.

SERVICE-ICAR Srl Balance sheet and Income statement
The management report has been discussed with the Financial Committee and now presented to the Board for endorsement.
The Secretariat will send after this Board the details of accounts to the Inspectors for their checking. Niels H. Nielsen indicated the interesting figure in appendix 1 that explains 2019 compare to 2018 activities/services. Bianca Lind asked explanation about the higher cost in administrative services and contract services compare to the budget. The CE explained the contract services are directly

related to the income from services (contracts with labs like DLG and others), in what concerns the administrative services the figure was underestimated in the budget.
The Board discussed the figures of income services for animal identification tests compare to the information provided in the annual report to ISO. The CE will check with the Secretariat and provide a clear explanation concerning the ISO figures, which are referred only to RFID tests, and financial figures related to the whole identification services (re-certification, field tests validation, conventional tests, etc.).

Motion: It was duly moved, seconded and carried that the financial statements 2019 are endorsed as proposed and will be sent to the Members for their approval at the General Assembly in April.

Action: The Secretariat will prepare an explanatory note for the figures in the ISO report compare to the financial statement.

The President closed this session and re-opened the ICAR Board session.

5. ICAR Office move to Holland – CE update

Martin Burke continue to send regular updates to the Board informing about the move to Holland. He reported that ICAR is still waiting for Rabo bank for the new account. Following the last email it seems this will be solved in the next few days. The Secretariat is looking for this new account to start the financial activities of ICAR from Holland.
The new appointment staff starting April 6th and with Hans Wilmink the CE is looking for an administrative person in April.
The Dutch lawyers are looking to existing by-laws against the Statutes.

6. Governance Committee

The Secretariat circulated the two proposals for calls for Board members and Inspector. The President asked the Board to review the two proposals and send back to the Secretariat comments not later than Friday 27th March. If no other feedback the Secretariat will circulate next week to the Members. The recommendation was to make the email announcement short and put the link to the full text available on the web site.

Action: The Secretariat to circulate the calls next week.

7. Group's Updates

Milk Analysis Sub-Committee (MA-SC)

The CE invited the Board to read the short summary prepared by Silvia Orlandini explaining the different activities and projects of the MA-SC. He also invited the Board to send comments to Silvia, if any, and thanked her for the good job.

8. ICAR Conferences

Considering the problems related to Covid-19 already discussed the whole planning of future Annual Conferences is postponed to the next meeting.

9. Future ICAR Board meetings

The CE informed that the agenda for the future meetings has been adapted accordingly.

10. AOB

Laurent Journaux asked to have an off-line discussion among the Board members to share the national situations in the current situation and how it is handled by each recording association. Martin Burke and Jay Mattison will review and have a call with Laurent about the best way to share the information.

Bianca Lind informed the Board that she will be starting a new career position in June 2020 which means she will have to step down from the ICAR Board. The President, CE and all Board members expressed their gratitude for her excellent contributions to ICAR and passed on congratulations and all best wishes to Bianca in her new role.

11. Adjourn

The meeting closed at 21h15.