

INTERNATIONAL CONTINENCE SOCIETY ANNUAL GENERAL MEETING MINUTES

Of The 38th Annual General Meeting of the International Continence Society
Cairo, Egypt, 24th October 2008

1. Appointment of Chair of AGM as per article 5.3

Werner Schaefer (WS) opened the AGM and welcomed everyone. WS explained that normally the AGM would be chaired by the General Secretary but in the absence of a GS the Trustees can appoint one of them to Chair the meeting. It was agreed that WS would Chair the meeting.

2. Approval of Minutes of AGM held 24th August 2007, Rotterdam, The Netherlands

There were no comments re the minutes and WS approved and signed the minutes.

3. Matters arising from the Minutes of the AGM

There were no matters arising

4. Amendments to Articles of Association and Bylaws

a. Special resolution for approval

WS explained that whilst it is possible to have a vote decided by show of hands, in view of the sensitive subject it was decided to run this as a poll to provide anonymity to members. The vote will be counted and organised by the office, mainly by Dominic Turner who also organised the online voting and therefore he will be official supervisor. WS asked if there was anyone willing to oversee the process on behalf of the members. Norman Zinner and Guus Kramer volunteered.

WS explained that the articles are the result of two years hard work and specially thanked Ted Arnold who has pushed this process all the way. WS said that due to the extensive review process the members should feel confident that this is what the members want and it should be accepted. Besides all the internal issues such as shorter terms of office, more transparency and more membership representation there are several legal issues due to the changes in Charity and Company law.

WS outlined that the General Secretary position will have a single term of three years, the membership is represented by a large board of trustees who all have full and legal rights to represent the charity. Because the call for trustees was under our existing articles where there is no maximum on the size of the board, all nominations were accepted, 19 in total. The large board will represent the society and will have to provide a full report at the AGM each year.

WS asked if there were any questions. There were no questions. WS explained to mark the ballot papers, simply yes or no.

b. Bylaws for approval

WS then asked for the vote for the amendment to the bylaws.

5. Ballot for ICS General Secretary and Trustees

WS explained that there were three nominations for GS and each candidate will be given one minute to give a short statement and to keep in alphabetic order Jacques Corcos was asked to speak first, then Heinz Koelbl and then Sherif Mourad.

After each candidate gave their speech WS asked the AGM to vote for one nominee and it will be passed by simple majority. WS apologised that the ballot paper was not in alphabetical order.

WS outlined that the vote for the Trustees means that the membership can and is obliged to vote yes or no as there is no maximum that you can vote for. This is because under the current articles there is no maximum to the size of the board.

Peter Rosier asked – how are you going to analyse this and whether there will be a minimum threshold?

WS explained that this vote is an ordinary resolution and therefore passed by simple majority and therefore any candidate that has more yes than no votes will be in.

Member stated that he was asked by Jean-Jacques Wyndaele to apologise for his absence today.

Member concerned about the election process as some people maybe have voted online before and therefore voted twice and there does not seem to be any control.

WS stated that all those members who voted online before and are not present will have their vote counted. All members were scanned on their way into the hall today and therefore that identifies whether they have voted online – if they have, their online vote is removed and they have to vote here today.

WS asked everyone to mark their ballot papers.

6. Trustee Report

WS explained that in 2007 there was a decline in membership but its clear from the 2008 membership that confidence is back within the ICS and as of 12th October 2008 the ICS membership was 2046 which is a record. WS is pleased to announce that there are some initiatives underway that will mean an increase in the membership. The membership still clearly reflects the multi-speciality aspects of the ICS and this has not changed. There are still 52 professions reflected in the membership. Also the ICS is still international and there has been a strong development from the Asian countries.

Julia Herbert – is concerned that the multi-disciplinary aspect of the ICS is not reflected in the vote for the Board. Is there any formula as to how the Board is made up and whether this is going to change in the future?

WS explained that as Trustees they could not interfere with the process and demand that certain specialities are represented in proportion. However all members knew of the nomination and whilst its strange that there are 4 nurses and only 1 physiotherapist.

Julia Herbert said that 4 physiotherapists where nominated and they are not showing here.

WS said that all the nominations received are showing here today.

Mandy Wells felt that it was not made clear on the website or to the membership about the nomination process – the communication did not come out right.

WS said that we have certain ways of communication that we must stick to but these must be read by the membership. The communication was sent around early and it was known that it was due.

Helmut Madersbacher said that faecal incontinence is a growing issue for us and he would like to see coloproctologist clearly shown in these figures. Perhaps a further breakdown of membership can be shown to see how many involved in faecal incontinence.

WS agreed that it is possible to breakdown the membership by profession further.

Ajay Singla commented that Avicia Burchill advised that further to the comment from Julia Herbert the nominations for the physiotherapists had been received after the deadline.

James Malone Lee stated that it was made perfectly clear to the membership what to do with regards to the nominations.

7. ICS Treasurer's Report & Statement of Accounts – Ajay Singla

Ajay Singla (AS) stated that even in view of the global economic crisis the ICS is very stable financially.

Income for 2007 was higher than 2006. The sponsorship and grants was lower in 2007 due to the fact that we lost the two main contributors which were Pfizer and Medtronic. Educational activities income was higher and membership fees income was lower due to the drop in membership.

Expenditure for 2007 – AS explained that have not increased the membership fee which remains at £50 but the actual expense for the membership benefits is about £90. Expenses overall were higher in 2007.

From the 5 year summary it can be seen that the overall position has not changed and very stable. Current balance carried forward is £1,402,354.

Peggy Norton asked for a summary of how much of what the society does is dependent on industry and how much is expended on educational activities away from the annual meeting.

AS did not have a detailed breakdown to hand but explained that this is all available in the annual accounts. As we are a charity we cannot go above a certain reserve and so we spend money on Educational Activities. On average we have three educational courses per year and each course has a budget to lose £25000.

Peggy Norton asked whether we are still reliant on industry

AS confirmed that is still the position

Member asked whether the ICS will try to move away from this support

AS it will be very difficult without industry support as certainly we do not make any money from the membership fees.

Peggy Norton said that she would be happy to pay in membership fees to reduce industry support

Member asked about having the option to pay a higher membership fee or perhaps a longer period of membership at a higher rate.

WS and AS both stated that these were good ideas and can be considered but there are implications of changing the membership structure.

Peter Rosier questioned whether there was a maximum percentage that the ICS spends on education?

AS explained there is no limit for the education activities. The ICS try to limit to £25000 loss per course – there are some course however that cost less and some that cost more.

Peter Rosier asked whether it would be better to have a transparent policy with regards to this.

AS agreed.

Mandy Wells requested that nurses and physiotherapists are considered when looking at the membership fee.

WS stated that the ICS made a clear decision that we did not want to make a maximum profit from this annual meeting and drastically reduced the registration fee for nurses/physiotherapists, residents and etc. Looking forward the new Trustees need to decide on direction.

Chris Payne wanted to hear that looking forward the strategy is to break even. Also a request list for the past three years for total income of that has come from industry.

a. Approval of 31 December 2007 Annual Accounts

The 2007 annual accounts were approved by the AGM.

b. Approval auditor's reappointment and remuneration

It was resolved that Goldwyns (Bristol) Ltd Chartered Accountants be and are re-appointed auditors of the company to hold office until the conclusion of the next general meeting at which accounts are laid before the company and that their remuneration be fixed by the directors in consultation with them.

8. ICS Education Committee Report – Werner Schaefer

WS explained that there were several workshops and courses this year in Cairo. Overall they were well attended but there is a need to make sure there is some way of maintaining the quality of the workshops. San Francisco offers the opportunity to expand the number of workshops but the ICS is reliant on people making the applications by the deadline 1st December 2008. All applications are welcome.

During the past year we asked for new members for the committee due to some members of the committee reaching the end of their term.

Courses run over the year were in Mumbai in association with the SIU. This was very successful with over 300 participants. Then in July 2008 there was a course in Berlin which was excellent with reference to scientific content but attendance was less than expected. In August 2008 there was a course held in Istanbul in association with the Turkish Continence Society. Then in September we returned to China, this time to Chongqing in association with the Chinese Continence Society.

Next year we have plans to work with the Thai Urological Association in April in Pattaya. We have another invitation to go to Brazil with Carlos D'Ancona and also plan to run a meeting in Bratislava in September. WS would like to emphasise that we welcome any application but the main idea is to go to areas where the ICS has not been and to raise more interest in the ICS. In addition we will have more ICS invited lectures at other society meetings.

Peggy Norton questioned the content of the courses and that her overall impression was that these are urodynamic lead courses.

WS accepted this but explained need to distinguish between the courses where the ICS are invited and these invitations come with a certain expectations. We always emphasise that we are a multi-disciplinary society and the ICS is best represented when this is clear.

Mandy Wells thanked WS for emphasising the multi discipline aspect and commented that in Germany and Turkey the nurses were not included because of the different level education and professional status of the nurses there. Perhaps if we are able to take nursing to the courses we can change the views of the doctors in that particular country.

Heinz Koelbl wished to express some feedback he had received from this Annual Scientific meeting in that some people wished to see workshops and courses being run as early morning or evening events because they cannot afford to stay the whole week.

WS thanked Heinz for this comment and confirmed this is also a wish of his. We also have to adapt the scientific programme and we will have to move towards more parallel sessions to include more of the growing number of submissions.

WS also wished to expressed the wish to develop a curriculum for courses in developing countries. A main effort will be the development of e-learning modules also in cooperation with the school of urodynamics

Kari Bo expressed the wish to see more evidence based teaching and conservative treatments shown in the courses so that the ICS is setting the standard rather than just answering to the requests of the country.

WS supports all this.

9. ICS Publications and Communications Committee Report – Jerzy Gajewski

Jerzy Gajewski (JG) thanked every member of the committee and specially thanked Jane Meijlink for the large number of hours she spends on editing the ICS news. JG also thanked the ICS office for the support they provide the committee.

JG explained the committee projects include the publication of the ICS news. The committee is also responsible for the e-news. JG emphasised the need to read these e-news as there is very important information contained within and often ask for response but get little in return. In the next few months PCC be will sending some questionnaires and surveys to ask the membership as to whether the activities the PCC are doing is what the membership want. We are also working on the corporate identity of the ICS to standardise all publications. A new graphic designer has been hired to assist with this. Press and congress newsletter takes a lot of time to prepare. In 2007 an expensive company was hired but they did an excellent job. This year it was more in house and whilst cheaper, was not as successful. Again a survey will be held to ask the membership whether the congress newsletter is a worthwhile project. The PCC are also working the factsheets which provide general information about incontinence and the ICS to press and the general public. The PCC also overviews the website which got a new look earlier this year and Dominic is working hard to make our website more user friendly. The PCC also conducts publicity at other meetings to advertise the ICS and the forthcoming annual meetings.

KarlDietrich Sievert– if we are trying to encourage colo-rectal specialists into the society we may have a problem with the logo being a bladder.

JG this is an important point and this is why we have the new designer but we do not want to completely change the logo.

10. ICS Continenence Promotion Committee Report – Diane Newman

Diane Newman (DN) explained that the CPC has been very active this year and hat they still have a growing number of countries joining the CPC which is getting very difficult to track. Therefore the CPC reviewed the structure and put in place sub-committees and the world is split up and represented by these sub-committees.

The CPC has been able to raise donations all for continence promotion. Last year the CPC held the first public forum in Rotterdam where over 300 people attended to listen to experts and view the product displays. Tonight there will be a second public forum here in Cairo and Sherif was thanked for his hard work towards this. It will be attended by 400 people. The public forum will happen again in San Francisco so this will be a yearly event.

In 2009 the CPC will hold the first world continence week which will be announced at the public forum. The concept behind this will be to raise awareness on a global initiative and hope to use some of the donations to supply the organisations with prizes for the best continence event. Long term goal is to get the WHO to recognise this event. DN wanted to thank the society to supporting these projects.

11. ICS Ethics Committee Report – Ted Arnold on behalf of Lewis Wall

Ted Arnold (TA) outlined the members of the committee. Lewis Wall has now finished his term of office and has been replaced by Clare Fowler who has had to leave early and therefore TA is to give this report on her behalf. There are replacements already in place for Kari Bo, Diane Newman and Jacques Corcos and they are Margaret Sherburn, Mary Palmer and Ian Pearce. There is a need for a urogynaecologist, a urologist and another individual not fitting within that category by the next AGM. TA invited for expressions of interest.

The activity of the committee in the past year has been the code of conduct as part of the new bylaws just voted on. TA thanked Lewis Wall for his work on this. For next year the committee will be preparing a workshop on the Ethics of research.

TA thanked those who have contributed towards the committee especially Lewis Wall and to those moving off the committee.

12. ICS Standardisation Committee Report – Dirk De Ridder

Dirk De Ridder explained that due to his work as Trustee the activities of the standardisation committee have been limited. However there have been discussions over the role and structure of the committee over e-mail. In addition there was standardisation committee meeting in Cairo and the following was agreed on:

A steering committee consisting of DR, Peter Rosier, Mary Fitzgerald, Ash Monga, Piotr Radziszewski and Ralph Webb. This committee would have an overview of the working groups to keep consistency in the reports and promote new working groups. The focus for now will be on terminology because the difference between standardisation and terminology is of some importance. There will also be a formal

decision process whereby a working group and bring a formal proposal to the committee or the committee can ask certain people to write a report on a certain topic. Evidenced based principles will be used and where a consensus is made there is a need to make this consensus process transparent. Drafts of the reports will be first sent out to expert readers, then on the website for 3 months for comments from the membership. The final draft could be published as a full article or perhaps a short version in the form of a fact sheet. There is a joint ICS/IUGA on urogynaecological terminology in preparation which is being sent out to a second set of expert readers and will be available shortly for the membership to read on the website. DR explained that all sub-committees have been removed currently from the website due to the inactivity of these committees and confusion about terms and participation. There are two committees revived, WS will head the revision of the urodynamics report and Bert Messlink will revise the pelvic floor assessment. Definitions of pain and urgency are underway but the working groups are not established yet. DR urged members to read the e-news for forthcoming reports and reviews and how the standardisation committee should work in the future.

13. ICS Neurourology Committee Report – Jacques Corcos

JC explained there had been two main projects this year. The first being the set up of the first neurourology fellowship. It is a three month fellowship with travel expenses and a per diem paid by the ICS. There were 12 applications from 10 countries. Six members of the committee reviewed the applications and it was awarded to an ICS member from China who has decided to go to Montreal. Next fellowship will be opened in December with a decision by March 2009. After these two fellowships there will be a review to decide whether to continue these fellowships or not.

The other project has been the guidelines, which has been reviewed once however it will be re-circulated with the focus on evidence based and there will be a new draft in the coming year. On working on these guidelines the committee felt it important to propose a guidelines committee and this will be further discussion.

JC confirmed that the fellowships are open to all professions.

14. ICS Children's Committee Report – Wendy Bower

Wendy Bower explained that the membership were asked earlier in the year about what the committee should be focusing on but had no responses from the e-news request. The committee has some ideas about what to focus on including being the link between the International Childrens Continence Society and the adult world, and in this regard the period of adolescents needs attention. To this extent the committee has run a course focusing on adolescence for the last three years. Also the committee is working on a set of guidelines on treating and assessing adolescents.

Wendy Bower asked the AGM using the list of suggestions on screen to indicate which ones the AGM felt they should pursue. Wendy Bower explained that they also do not want to duplicate the information presented at the ICCS but are happy to be a conduit to bring to the ICS.

15. ICS/ICUD Committee Report – Paul Abrams

Werner Schaefer explained that the committee is dissolved and that the area of the future of the ICUD is under discussion and also the possibility of having a consultation from within the ICS because most of the work is done by ICS members. Werner Schaefer asked if there is anyone who has strong ideas about this subject to come forward and make it happen.

16. ICS Meetings and Nominations Committee Report

a. Announcement of elected persons from web ballot

Werner Schaefer outlined the appointments from this year.

b. Announcement of approved bids for 2012 Annual Meeting web ballot

Werner Schaefer explained that there are still some discussions over the bids and it will be announced asap.

Post Script: It was noted that Beijing, China will host the 2012 annual meeting.

c. Announcements of nominees required by 1st April 2009 for ICS posts web ballot

Werner Schaefer outlined the appointments required for next year.

17. ICS Scientific Committee 2008 Report – Heinz Kölbl (ICS 2008 Scientific Chair)

Heinz Kölbl thanked all the scientific committee members who had a lot of work to do this year especially with the record number of abstracts submitted 954. The programme was based on previous years programme and formed 5 podium sessions consisting of 26 oral presentations and 112 oral posters, 18 videos and 424 non-discussed posters. Heinz Kölbl explained that this was the highest number of abstracts received on a sole meeting, it was beaten at the joint ICS/IUGA meeting in Paris.

Heinz Kölbl explained that at the beginning of the abstract review process a vote was held to decide that the current abstract rules were to be followed. Heinz Kölbl explained that this was the reason for the high number of rejections. Heinz Kölbl explained that there had been an increase in the number of abstracts submitted from African countries and Sherif Mourad was thanked for that. UK was the top country for submitting abstracts. The programme was formed with four state of the art lectures and one round table. There was a rejection of rate of 27% and this was because of references with wrong format. Another meeting was held this week and this was discussed and for next year to separate the references from the abstract body, and then references with names will be allowed but the reviewers of the abstracts will not see the references. In addition abstract submitters will be asked to explicitly confirm that they have followed the submission guidelines.

Diane Newman asked whether there was any move to include translation research into the programme outside of those submitted as abstracts.

Heinz Kölbl agreed that this was a valid point which needed to be followed.

Abdul Sultan asked about submitting papers to both IUGA and ICS.

Heinz Kölbl thanked Abdul for raising this point as he explained that he had reviewed the papers for IUGA this year and 70% of the papers were identical. There is a requirement to get in contact with IUGA to discuss this.

Abdul Sultan said that if they are accepted at both then they are published in two journals.

Heinz Kölbl said that something needed to be done in order to avoid this inconvenience.

Guus Kramer explained that the problem lies with the abstract submission date is very close. The programme is then too close together to get it resolved. The general tactic now is that if the author wants to withdraw then he can do so but if the author wants to present at both there is no solution for that.

Member said that the scientific programme lacks a narrative and suggested for the future meetings especially state of the art and educational courses about having a theme to the meeting. For example sexual dysfunction.

Heinz Kölbl said this was a good suggestion and its for the next chair to take forward. James Malone Lee came back to the duplicate programme issue and said that for younger doctors there is no harm to present the same work at two meetings as its excellent training. In addition presenting at more than one meeting improves our understanding, it allows for more discussion and it achieves a great deal. Freedom should be allowed.

Heinz Kölbl agreed and more discussion is needed between the two societies

Marcus Drake asked about previously published work that was already in peer review journals and already in the public domain. There was one in the poster session he chaired from 2005.

Heinz Kölbl said that this is also difficult to police.

Marcus Drake suggested a declaration of submission status.

Member suggested that in the future abstracts are only published on the website and not in the print journals.

18. ICS Neurourology & Urodynamics Report – Dirk de Ridder on behalf of Chris Chapple (Editor in Chief)

Dirk De Ridder explained that the impact factor has increased to 2.671 and that the total number of submissions under review for 2008 is 300. The time between submission and acceptance for 2006, 2007 and 2008 was reviewed and its approximately 40 days turnaround Over the last 12 months, average time: submission to first decision = 33 days submission to final decision = 61 days. The acceptance ratio = 51.2%. There has been a discussion as to whether to be stricter and lower this but this is due to the nature of our journal. There are 145 additional pages currently on Early View after compilation of last edition. Editions are now 100 pages and there are more papers in proofing process. So far three abridged Cochrane reviews have been published and accompanied by editorial comments by leaders in the field. There are more in the pipeline. There will be additional supplements on update in pharmacology and also a Festspiel in honour of Edward McGuire's retirement. The controversial decision was made not to continue with advertising in the journal. Font and layout has been changed after comments. Dirk De Ridder thanked all the reviewers.

For the future the Editorial board aims to maintain and reduce time from submission to publication and progress with CME Online. In addition there will be more standardisation reports, work to increase the number of reviewers and also publish the ICUD reports.

On behalf of Chris Chapple, Dirk De Ridder thanked the Editorial Board and encouraged members to read and submit to the journal and come forward with any suggestions and comments.

Werner Schaefer then announced the results of the votes.

In reference to the special resolution for the amendment to the Articles of Association it was approved by the membership of 96.11% (321 in favour 13 against)

In reference to the ordinary resolution for the amendment to the Bylaws it was approved by the membership of 95% (315 in favour 17 against)

In reference to the vote for General Secretary and position as Trustee, Jacques Corcos was the winner.

The outcome of voting on Trustee was not possible to complete within the time period of the meeting but subsequent it was confirmed the following members were voted in by ordinary resolution.

Ted Arnold, Dirk De Ridder, Chantale Dumoulin, Mandy Fader, Clare Fowler, Jerzy Gajewski, Heinz Koelbl, Limin Liao, Helmut Madersbacher, Jane Meijlink, Katherine Moore, Sherif Mourad, Christopher Payne, Piotr Radziszewski, Jennifer Skelly, Vasan Srini, Adrian Wagg, Jean-Jacques Wyndaele.

19. Any other Business

20. Date of Next Annual General Meeting – San Francisco, USA 3rd October 2009