



ICS Board of Trustees and Conticom-ICS Ltd Directors Meeting Minutes

Tuesday 15 November, 16:00 – 17:00

Teleconference meeting, Cairo, Egypt

Trustees present: Sherif Mourad (Chair), David Castro Diaz (DCD), Carlos D’Ancona (CD), Alex Digesu (AD), Jerzy Gajewski (JG), Chris Payne (CP), Cristina Naranjo-Ortiz (CNO)

Apologies: Mauro Cervigni, Myung-Soo Choo

ICS Office staff present: Daniel Snowdon (Administration Director), Dominic Turner (I.T. Director)

Agenda

1. Summary of business since ICS 2016 (Sherif/Dan/Dom)
2. Gynaecology Taskforce update (Alex)
3. Size of committees – proposal that no committee exceeds 10 members, without proper justification (SM)
4. Discuss Board agenda for February/Strategic plan update (ALL)
5. Chris Chapple’s draft terminology report (ALL)

1.	Summary of business since ICS 2016 DS gave an update on the core business achieved since ICS 2016 closed. DT provided an update on I.T. projects.
2.	Gynaecology Taskforce update AD presented an update on behalf of the Gynae Taskforce group (Alex Digesu, Mauro Cervigni, Dudley Robinson). The group considered how to increase Gynae/Urogynae membership and collaboration with ICS. EUGA is keen to collaborate and this could include an ICS session at their meeting. This will be checked for 2017 although may be realistic for 2018. EUGA might consider becoming an affiliate of ICS. AD added that the Board might consider satellite regional symposia in other countries to spread ICS brand name. The developing ICS institute/education framework is important in building brand recognition. SM noted that ICS and IUGA continue to talk positively and are mindful of appropriate collaboration. A meeting between ICS and IUGA executives will be held in Bristol in January 2017. AD proposed to involve Gynaecological society leaders in ICS and the Gynae taskforce. 2017 is an important year for growing and the ICS 2017 scientific programme should be very attractive to Gynaes. CP remarked that the tracks concept should ensure this is the case. SM thanked AD and the taskforce and encouraged their further good work. The taskforce would present a further updated at the Board meeting in February.

<p>3.</p>	<p>Size of committees – proposal that no committee exceeds 10 members, without proper justification</p> <p>SM proposed a ceiling on committee numbers of 10 (including Chair) to ensure committees did not grow too large unnecessarily. Past experience has shown that larger committees are not always as efficient.</p> <p>CP agreed with the principle and noted the cost element of having more committee members. This would be more of a factor should any financial support be given to committees in the future. SM added that the considerations over committee recognition could include costs so this was another reason to keep a rational size.</p> <p>DS added that committee chairs could make a case for numbers above 10 if they make a special case to the Board. The Board agreed this was reasonable and would be reviewed on a case by case basis. CP raised the example of the Neurourology Promotion Committee whose members might comprise the prominent Neurourologists in each country.</p> <p>JG asked if committee members were expected to attend at least two out of three annual meetings. DS checked and clarified that this is not stated in the Bylaws. The committee terms of reference are consistent in this matter either. Most do not state anything. The Physiotherapy Committee had a paragraph that could be copied to other committees as a standard item:</p> <p><i>All members of the ICS Physiotherapy Committee must:</i> <i>- attend at least 2 out of 3 ICS Annual Meetings. Members are also required to join teleconferences.</i></p> <p>CP proposed a motion that all committees have a maximum of 10 members unless special case for exceptions are made to the Board and approved.</p> <p><i>Proposed CP</i> <i>Secinded JG</i> All in favour Motion carried</p> <p>The limit would come into effect immediately and those committee with above 10 members now should seek to reduce naturally as terms finish.</p> <p>ACTION POINT 342: Office to inform committees of the Board’s decision to limit committee sizes to 10 members.</p>
<p>4.</p>	<p>Discuss Board agenda for February/Strategic plan update</p> <p>DS reminded trustees to provide any suggestions by 22nd November.</p>
<p>5.</p>	<p>Draft terminology report – IN CAMERA</p>
<p>6.</p>	<p>Any other business</p> <p>JG asked if Skype could be used for Board calls. DS explained the WebEx service and that typically Board calls would be held using this service.</p>
	<p>SM thanked trustees for attending and called the meeting to a close</p>