



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

Friday 1 February 2019 09:00 – 17:00

Saturday 2 February 2019 09:00 – 12:00

Meeting location: Novotel London Paddington hotel, Room - Westbourne

Trustees present: Sherif Mourad (Chair/General Secretary), Jerzy Gajewski (Treasurer), David Castro Diaz, Mauro Cervigni, Carlos D’Ancona, Alex Digesu, Marcus Drake, Alex Lin, Cristina Naranjo-Ortiz

ICS office staff: Daniel Snowdon (Executive Director/Company Secretary), Dominic Turner (I.T. Director), Avicia Burchill (Projects and Events Manager)

In attendance: Tamara Wasserman (Kenes Senior Account Manager); Mor Kristal (incoming Kenes Senior Account Manager)

FRIDAY 1 FEBRUARY 2019	
1	No apologies for absence but it was noted Carlos and Marcus were delayed due to inclement weather.
2	Approval of Agenda DS proposed to move the resourcing agenda to the end of agenda <i>Motion to approve agenda</i> AD proposed CN seconded All in favour <i>Motion approved</i>
3	Matters arising from Board Minutes, 26-27 August 2018 429 – AD confirmed that he spoke to Bernie Haylen and that BH continues to think that terminology doesn’t need a condensed format. AD feels that the standards for treatment will need the SSC to be involved. AD will hold another call and explain the board position. ACTION POINT 445: AD to contact Bernie Haylen to discuss Board position on summarised terminology. 431 – Need to follow up contact with European Society of Coloproctology. MC explained he was in contact with their Treasurer. ACTION POINT 446: MC to follow up contact with the European Society of Coloproctology. 433 – Imaging abstract category and whether is should be sub-categorised. DT explained that it would be discussed at the main scientific committee meeting. DT felt that the issue is with the lack of reviewers on the NAU editorial board rather than the category title. SM asked that this get raised sooner before May. DT felt this needs to go to Roger Dmochowski and ask to appoint more imaging specialist.

	<p>ACTION POINT 447: DT to raise imaging abstract category issue with Scientific Committee before May Scientific Meeting.</p> <p>434 – Workshop acceptance - DS explained that we have analysis but want to defer to when Kenes are present.</p> <p>443 – App development - DT we could improve the app due to last minute speaker changes and that current process is not efficient. DT proposes that we re-write the interface so that staff can simply change programme.</p> <p><i>MD entered the meeting.</i></p> <p>JG said the issue is also with the wi-fi speed at the convention centre.</p> <p>ACTION POINT 448: Adjust annual meeting evaluation questionnaire to include question on speed and reliability of wi-fi. If delegate had a problem they should be able to state where in the centre.</p>
4	<p>Approval of Board Minutes, 26-27 August 2018</p> <p><i>Proposal to approve Board Minutes, 26-27 August 2018</i></p> <p>JG proposed AD seconded All in favour Motion approved</p>
5	<p>Approval of Board Minutes, 31 August 2018</p> <p><i>Proposal to approve Board Minutes, 31 August 2018</i></p> <p>AL proposed CN seconded All in favour Motion approved</p>
6	<p>Summary of progress to date on Board actions</p> <p>DS summarised the progress of the Board actions</p> <p>428 – all SOPs amended and in place</p> <p>430 – published and finished</p> <p>435 – TOR updated and now agreed and new positions being called for</p> <p>436 – cadaver course was successful and plan to continue. SM wanted to talk further on this.</p> <p>437 – production of magazine – the development time was excessive and paper would be old news.</p> <p>Office therefore created a long summary news article at the end of the year. A debate was held about having a magazine at the annual meeting. SM suggested to find out cost to place a summary magazine in the delegate bags.</p> <p>ACTION POINT 449: Office to prepare quote for 4 page ICS annual summary leaflet for each delegate bag.</p> <p>438 – fellows committee was discussed by education committee and the early career and it was</p>

	<p>decided that this was not required in view of functioning early career representatives on the Education Committee</p> <p>441 – Kenes to follow up on the Dysport and Xeomin companies</p>
7	<p>Decisions made on Board discussion forum</p> <p>DS presented the board discussions and decisions from the forums.</p> <p><i>Proposal to approve Decisions made on Board discussion forum since ICS 2018</i> MD proposed AD seconded All in favour Motion approved</p>
8	<p>General Secretary report</p> <p>SM thanked the Board for being so involved and felt that the Board are very much in harmony and this is good for the health of the ICS. SM thanked the ICS 2018 LOC for their efforts and for the scientific and education committee for the programme. Will have to discuss with Kenes with regards to the revenue as it was lower than expected.</p> <p>SM felt that the committees are progressing well. Work on the Institute continuing and the steering committee meet later today. Next edition of ICI is moving well. Chairs and members almost all well assigned. Brussels course was very good and better numbers but didn't cover expenses. The future regional meetings need to be discussed and consideration whether to run as stand-alone or joint with other societies. The MOU has been agreed for the Eluts meeting, the value of common speakers and joint costs/profit will be good.</p> <p>Need to continue with cadaver course. The fistula course was also excellent and SM very happy to run again for the ICS. Office has been dealing with large number of standardisation reports. The Education committee has been working hard and is considering learner assessment. Elise very hard worker and she is creating a lot of great content. The Consensus reports are continuing.</p> <p>2017 accounts show the strongest year but in 2018 we are still financially robust even though we have steep drop in investment and in annual meeting income. But must be careful about what is happening around the ICS so that the balance is kept. This involves working closely with our industry partners and working with Kenes and so we are looking for new partnerships. Need to learn from 2018 and SM asked the Board to think about this over the next few days. Also to consider 2019 to make it a success and to look at the future meeting venues. SM will propose not to travel to the US every other year. Need to look at investment plan and to look at the resources for the office.</p>
9	<p>Executive Director summary report</p> <p>DS explained that this would be a short summary report as many other items are going to be discussed in full on the agenda. Even though not financially strong the 2018 meeting was scientifically excellent, had a good atmosphere and positive evaluations. 2019 is developing nicely and efficiently, SOA and RTs already proposed. This will help with promotion and we have a head start on our marketing which is well under way. Industry contacts and meetings being prepared for EAU and conference calls. Already looking forward to 2020 and there will be a site visit in a few weeks. We will emphasise the role of the LOC. ICS should consider doing something special at ICS</p>

	<p>2020 as it is the 50th annual meeting. Kenes contract has been signed and a service level agreement now in place.</p> <p><i>Carlos entered the meeting</i></p> <p>JG raised concerned about new staff at Kenes and there was a discussion about this and the break clause in the contract in case of any issues. DS explained that we have also a new industry manager as well and that change in this case is a massive improvement. DS explained that things have improved and the SLA in place.</p> <p>DS summarised the Sept 18 Cadaver course – 21 delegates had excellent evaluations and the course made a surplus. A discussion was held and it was agreed to continue with this course and format.</p> <p>DS summarised the Fistula course. It was very popular and again had great evaluations. SM continued that some challenging cases were presented nearly all were reoccurring fistulas. Real hands on sessions and a small surplus was made. Plan to prepare again in December 2019. Clearly a demand as there was a high level of applications.</p> <p>DS continued to summarise the Regional meeting in Brussels and that Eluts prep underway. The MOU with INUS was signed. Continue to have productive committees, Enews standardisation special and glossary. SM wanted to thank Carlos to solve the issue of the nocturia definition. Institute underway again and steering committee after meeting. Projects review and SOP review. In addition the office continues the Membership drive.</p>
10	<p>I.T. Director summary report</p> <p>Processed 2.6m in membership revenue since 1999 and the ICS now receives €150K for scientific services. Website continuing to grow over 1million per year – have 36,693 pages on the site. ICS glossary live and launched this week which is a revamp of what Marcus started. Now includes all terminology papers – it’s not just a snap shot and now new papers will have their terms added as well. MD asked how women are presented in the glossary. We need to not reinforce the prejudice of male vs female terminology. CN asked why we have wiki as well. DT explained that Wiki no longer exists so this takes over plus with the “Terminology Discussion” group.</p> <p>ICS TV growth – dramatic increase in KPI of views. Premium content is restricted to ICS members. ICS documents and finalising project of ICS comments section, currently being trialled by the terminology discussion group. Also in progress of revamping ICS notifications. Another part of the forum system is the voting and having a new modern way of voting but this will also cover all membership voting. Search engine optimisation project and part of that is how fast the page loads so lot of effort was put to making our pages load quicker. Microsoft teams will assist with involving volunteers and maybe we can work more efficiently.</p> <p>2019 projects include, ICS glossary, Microsoft sharepoint and teams rollout. ICS forums migration, comments, voting and notifications. Scientific programme, delegate app data integration, and payment processing and paypal integration.</p>
11	<p><u>Finance Report of Treasurer</u></p> <p><u>11a) Update as of year-end 2018</u></p> <p>JG gave the Board the summary of the 2018 year-end figures. Actual shortfall is £303,396 and mostly</p>

related to less income for ICS and Conticom during 2018 and the investment is down by 50K. Conticom income mostly affected by Philadelphia income being much lower. JG suggested that perhaps membership rates should increase. ICS and Conticom actual expenditure similar to what was projected.

11b) ICS and Conticom budget for 2019

JG gave the Board the summary of the budget for 2019.

11c) Five year projections: 2019 – 2023

JG pointed out that the Funds at year end fluctuates and its down to £1.4 million this year. Starting investment was £640,000 now £737,000 over 3 years but investment lost last year, as was anticipated. However, since December 2018 we have gone back up by 30K. The Board has confirmed a 'Balanced' approach to our investment strategy, but with a 15% exposure to 'Adventurous' assets to try to improve the returns over the long term. Chris Hughes has recommended that we re-align our existing holdings to the presented investment strategy. JG explained that the advice from Crystal Wealth is not to do anything drastic but to diversify the investment funds.

SM disagreed and suggested to stop all the investment (i.e. turn to cash) for next 6 months and put the cash into certification accounts with a split in currency 50% in sterling, 30% \$ and 20% in €. JG suggests to split in half. A discussion was held as to the best way to proceed.

Proposal to change the current investment policy

JG proposed

AD seconded

All in favour

Motion approved

A discussion was held after SM proposed to remove 100% or a significant amount into a secure account. DS added that the Board could reduce risk by splitting funds and advising Crystal Wealth to reduce the ICS risk level. MC stated its difficult to make decision as we are not experts. MD noted that as the Board, we are responsible. SM added that the Board should ensure the safety of ICS funds.

Proposal to withdraw 100% of investment funds for 6 months

SM proposed

CN second

All in favour

Motion approved

JG suggested to put funds in GIC for 6 months with a 1 month exit clause with a split 50% in sterling, 30% \$ and 20% in €. A debate was held and it was agreed to ask Crystal Wealth how to hold cash in different currency.

A call was placed to Chris Hughes who advised the cash could only be received in Sterling. Chris reiterated his advice that the investment fund had weathered fluctuation and his recommendation was to proceed with the submitted report. Chris noted that he could advise on guaranteed and safe investment options for the next six months. Chris was informed that the ICS wished to cash in all investments with immediate effect.

ACTION POINT 450: DS to talk to Chris Hughes regarding guaranteed safe ICS investment options

	<p>for the next six months.</p> <p><u>11d) Committee budget requests</u></p> <p>Nursing committee budget was agreed for 20 local nurses to receive 1 day registration.</p> <p>Urodynamics Committee – a debate was held about how to police the ICS Recognised Courses and it was suggested that an ICS member should be on the faculty. A debate was held as to how to make this happen i.e. does it need to be new courses, every course run or just the first and who would determine this. Also that this rule would have to be in place for every application not just urodynamics.</p> <p>ACTION POINT 451: SM to discuss with Urodynamics Chair as to how to enforce the request for funding to attend ICS recognised courses.</p> <p><u>e) Awards and Fellowships budget</u></p> <p>The Awards and fellowships were reviewed and approved subject to offering just £2000 for the emerging grant just to cover travel costs. It was also noted that the grant did not need awarding if the quality of applications was poor.</p>
12	<p>ICS Regional meetings: review of Brussels, future plans for ICS regional meetings</p> <p>A debate was held about the Brussels meeting. All agreed it was a great meeting but eventually lost money. DT felt it wasn't a total fail but it could be reworked to make profitable. It was noted there was too many faculty – this was already corrected for ELUTS. Industry will be encouraged to come as a joint ELUTS meeting and due to the interesting programme. DS questioned the multi-disciplinary aspect and the SM explained that the programme has already been adjusted to accommodate this. MD wanted to ensure that ICS terminology is present in the programme.</p> <p>The discussion then progressed to the concept of the ICS having standards and AD felt this was particularly important. AD explained that Terminology has to continue but now need standard for diagnosis. CD stated that this will be repeating AUA work. MD - need all the current standards as a package and this is our USP. It was discussed to approach Bernie Haylen to discuss this further. It was felt by the Board that Bernie needs to lead on the terminology and the summary document should be led by MD, then the third section would be the consensus documents. A discussion was held around the concept of use of the word of "Standards". MD proposed to prepare an e-document with all the Terminology Documents, all the abbreviated versions, the ICI Algorithms and then all ICS consensus documents/reports. It was agreed that MD to start a working group for the abbreviated versions</p> <p>ACTION POINT 452: MD and the office to create a ICS standards document which would include all the Terminology Documents, all the abbreviated versions, the ICI Algorithms and then all ICS consensus documents/reports. This would be an electronic document.</p>
13	<p>Collaboration with other societies: SUFU, IUGA, INUS, EAU, AUA strategic guest lectures/sessions</p> <p>SUFU – DS confirmed that the MOU was signed and in contract discussions with NaU and now have reciprocal annual meeting lectures.</p> <p>MC if we have a collaboration with SUFU & AUGS as we manage the same topic – we should</p>



	<p>approach the colorectal societies. SM explained that this is already happening with the ESC and the ASCRS.</p> <p>IUGA/AUGS MOU still to be discussed. NAU confirmed we can have triple publication. SM explained that he is talking to Rane Thakar today. Also pending terminology reports discussions with IUGA & AUGS.</p> <p>INUS have signed the MOU and there are to be planned joint educational events and possible mutual lectures. This arrangement is with the Neuro promotion committee not ICS.</p> <p>EAU – DS confirmed that there will be an ICS talk and the booth exchange.</p> <p>AUA - SM and MD will talk at AUA but they refused to allow to have ICS to have session room. It was discussed that the ICS could have a society meeting.</p> <p>ACTION POINT 453: Follow up possibility of having ICS society Session at AUA 2020.</p> <p>ESPRM – AB that MOU has been sent but needs finalising. Think that the project is still valid and there is possibility of reaching the national societies of the ESPRM for new members.</p>
14	<p>ICS 2023 bids and process</p> <p><i>TW & MK entered the room</i></p> <p>IN CAMERA DISCUSSION</p> <p><u>Motion: proposal from 2024 to enact a new annual meeting policy to go Europe every other year and North America and Other every 4 years</u></p> <p>SM proposed JG seconded 8 in favour 1 abstain Motion approved</p>
15	<p>Workshop allocation</p> <p>DS explained the debate of workshop acceptance numbers. A full discussion was held explained that the workshops should be of good quality, balance between number of parallel rooms and comments on evaluation, costs of AV and additional parallel rooms, plus with number of workshop sales reducing. It was agreed that should the space be needed the education committee can keep some in reserve and return to the Board with a proposal but in principle more room would be approved to accommodate excellent workshops.</p>
16	<p>Review of ICS 2018</p> <p>TW introduced Mor Kristal, who will take over from Tamara as Senior Account Manager.</p> <p>TW presented the 2018 finances. Overall gap from income was \$26k. Expenses on several items were over budget. The meeting surplus is 102K. TW explained that there was issue with the AV and the unions making sudden new requirements 2 weeks before meeting with the threat to withdraw</p>

	<p>all AV. F&B coffee breaks went over budget as were charged on consumption and they calculated the consumption differently. The chairmans reception was over budget. Annual dinner excess was the extra hour which was pre-approved but TW hadn't updated the budget. SM expressed his concerns over the coffee break excess and said this should not be paid. TW agreed to look into this again.</p>
17	<p>Preparations for ICS 2019</p> <p>TW provided an update for 2019. The target for Gothenburg is 2,200 pax and €750K in sponsorship. €234K already signed. Astellas are going for branded items which implies they might pull out next year. SM commented there are small emerging companies who are ready to come and these need to be identified. TW stated that Medtronic are promising. A discussion was held around the different companies. TW suggests to offer a reduced price for start-ups.</p> <p>A discussion around the headphones for eposter sessions was held and whether to reduce the number of eposter stations. It was decided to wait until after April to see what the abstract numbers were like. Social events were discussed as these are almost finalised.</p>
18	<p>Preparation for ICS 2020 in Las Vegas</p> <p>TW reminded the Board that the days are swapped to Wednesday to Saturday to accommodate the US audience and a reminder of the competing event of AUGS in October. Site visit due mid Feb. Already starting promotion and sponsorship. TW suggest to no lunches and offer industry symposium lunch time slots instead.</p>
19	<p>ICS 2021 – early plans and partnerships</p> <p>TW suggests to create partnerships and alliances with local and regional associations with a focus on the Asian societies. LOC had suggested in cadaver training in different cities but the Board noted this would need to a full review in view of the costs and expected lower numbers to the meeting.</p>
20	<p>ICS Institute: update and plans</p> <p>AB presented the summary to date and expressed that the Directors should not be criticised for non action at this stage as the office has been unable to support them fully due to other priorities. It was noted that the Directors need to be encouraged to get more working group members</p>
21	<p>MC presented a range of education course opportunities</p> <p>ICS Course Russia April</p> <p>ICS Course India Course – August 2019</p> <p>ICS conjunction with Convergences PP – Nov 2019</p> <p>ICS Turkey – Nov 19</p> <p>ICS Course Brazil – August 19</p> <p>Cadaveric Course on neuro-anatomy – Dec 19</p> <p>SM note that nothing can happen in August due to the proximity of ICS 2019. MC felt these courses</p>

	<p>would create new members. DC asked who is going to pay for all these courses. MC all the hosts understand that the ICS cannot cover costs. SM explained the rule that ICS speakers can only be funded once during the year. SM asked the question about which channel these applications should follow and it was agreed that they should go through the education committee and follow the standard SOP procedure. In the future SM wanted to create training centres like the Bristol cadaver course.</p> <p><i>AD left the meeting</i></p>
22	<p>ICS office: resource requirements</p> <p>DS gave a full background on ICS strategy and activity since 2012. The ICS strategic plan was implemented from 2012 with actions set up to 2018. 3 factors were originally identified – uncertain financial outlook, reduced output of scholarly activity and issue with reputation. DS feels that we have achieved all original aims and the Board/Office should be proud of this major achievement.</p> <p>A further strategic meeting was held in 2015 and 2017. DS showed graphs to outline activity and growth across the four key work groups of the ICS office. The graphs harmonise data and display a huge increase in activities across all categories. The office have taken on far more work than staff has grown, resulting in a lack of capacity to achieve all projects and in particular the major new additions: the ICS Institute and the 100+ incoming committee and institute projects. JG felt that we need to stabilise and refocus the strategic output. DS added that the Board could reconsider the ICS strategic focus for the next two years. MD noted that the Board has been agreeing to all projects and there needs to be an exercise to assist the office to assess the current projects and prioritise.</p> <p>ACTION POINT 454: MD to visit the office to assist with prioritising the incoming projects.</p>
	<p style="text-align: center;"><i>Institute Steering Committee meeting:</i> <i>SM, AD, CN, Elise De, Dan, Avicia, Dominic</i></p> <p>After a discussion it was agreed to send the Directors an email requesting</p> <ul style="list-style-type: none"> - need content proposal and interim report in 3 months and a formal report in Gothenburg. - All Schools should have working groups. - Send the Directors the evaluations from last year meeting to assist them to target content. - Include master project list in email so they can see what content already under construction. <p>Emre’s EU project was given the go ahead but that everything needs to be in the name of ICS rather than School or Emre’s business name and that the ICS needs to see the proposal before sent.</p>



Trustees present: Sherif Mourad (Chair/General Secretary), Jerzy Gajewski (Treasurer), David Castro Diaz, Mauro Cervigni, Carlos D’Ancona, Alex Digesu, Marcus Drake, Alex Lin, Cristina Naranjo-Ortiz

ICS office staff: Daniel Snowdon (Executive Director/Company Secretary), Dominic Turner (I.T. Director)

SATURDAY 2 FEBRUARY 2019	
23	<p>NAU contract review and renewal – appoint task force</p> <p>DS explained that the current ICS/SUFU contact with Wiley/NaU concludes on 31 December 2019. Initial contact has been made with SUFU executives although a call has not been possible to date. DS and Heather Swanson (Executive Director) of SUFU will summarise the outstanding matters to consider for contract negotiation and renewal.</p> <p>DCD, SM, MD and DS were appointed as the Board task force to deal with contractual negotiations with Wiley. An ICS/SUFU/Wiley meeting would be sought at AUA 2019.</p> <p>ACTION POINT 455: DCD, SM, MD and DS to engage in contract negotiations with Wiley in partnership with SUFU executives.</p> <p><i>Alex Digesu joined the meeting</i></p> <p>AN IN CAMERA DISCUSSION WAS HELD</p>
24	<p>Peter Petros proposals</p> <p>MD and MC presented the suggestions put forward by Peter Petros. The Board felt there was some merit in discussing the definition of terms. The Board agreed to a formal response and recommendation that Peter bring his points to the Standardisation Steering Committee.</p> <p>ACTION POINT 457: Board to send a formal response to Peter Petros.</p>
25	<p>ICI-7 – update and business plans</p> <p>DS presented an update of all activity undertaken since the meeting at ICI-RS in June 2018. A MOU has been signed between ICS and ICI which places four trustees on the newly formed ICI Steering Committee. A first open call for ICI committee members was made to the ICS membership. Applications are currently under review. A further business meeting will take place during ICI-RS in June 2019.</p> <p>MD suggested that chapter chairs should not lead for more than two book updates. SM noted that numerous chairs have changed for ICI-7 with outgoing chairs included within the committees. MD said this was an effective strategy.</p> <p>The Board considered whether ICI-7 should produce an e-book only. This saves greatly on ICS costs and use of resources. This is to be confirmed with the ICI-SC.</p> <p>A forum discussion will be launched to generate discussion in advance of the June meeting with the</p>

	<p>ICI-SC</p> <p>ACTION POINT 458: ICI meeting to take place during ICI-RS in June 2019. Board to provide strategic direction on the forum before the meeting.</p>
26	<p>Summary/continuation of previous day's business and agreements</p> <p>ACTION POINT 459: DS and DT will prepare a report which will include recommendations on how to meet current and future work demands. The report will include a proposal for project review/control, new revenue generation ideas and what staff are required to achieve these goals.</p> <p>DCD was encouraged by DT's emailed proposals for ICS revenue generation. SM asked that DT study and cost these proposals out and present them one by one to the Board for consideration.</p> <p>ACTION POINT 460: DT to investigate and present ICS revenue generation ideas to the Board on a case by case basis.</p>
27	<p>Summary report on committees by trustee representatives</p> <p><u>Publications and Communications Committee – Jerzy Gajewski</u> JG updated the Board on recent PCC activity including e-News support, scientific articles and the debate topic series in NaU. The role of the PCC was discussed with a consensus being that the greatest value the committee could bring was in generating and publishing scientific articles and news for ICS. This would supplement the promotional work of the ICS office and would provide insight that is not otherwise present.</p> <p>DS reported that e-News was sent fortnightly and viewing/open stats indicated that the mailing was popular.</p> <p>DT was asked to present his thoughts in writing to JG, who would consider these and propose an updated mission for the committee. This could involve a more focused committee (e.g. 5 members) working on scientific content only, e.g. writing or commissioning 1-2 scientific articles a month.</p> <p>ACTION POINT 461: DT and JG to work on the initial proposal for the revised role of the PCC. Board/office to discuss and implement by the time the new Chairs takes office at the 2019 AGM.</p> <p><u>Nursing and Physiotherapy Committees – Cristina Naranjo Ortiz</u> CNO reported that both committees were working well and had numerous projects and publications underway. Preparations for ICS 2019 activity is at an advanced stage.</p> <p>A call for new Chairs is being made to both committees.</p> <p><u>Developing World – Alex Lin</u> There has been minimal activity. The Fistula Course was run successfully although this was mostly delivered by Sherif. The chair position is open for election this year.</p> <p><u>Education Committee – Mauro Cervigni</u> MC commented that the committee was working very hard and was producing a great deal. The workshops programme was comprehensively reviewed. Focus on educational content and courses continues apace. Evaluation of workshops was being reviewed with a view to efficiency changes</p>

	<p>being made. The Board congratulated the Education Committee for their outstanding work.</p> <p><u>Urodynamics Committee – Sherif Mourad</u> The Chair is doing a great job and has many good ideas. The committee may produce a Urodynamics book.</p> <p><u>Ethics Committee – David Castro Diaz</u> The committee has submitted an ICS 2019 workshop and will continue to promote the Ethics abstract award.</p> <p><u>Standardisation Steering Committee – Alex Digesu</u> The Chair is working hard and generating many new and updated reports. There are over 140 working group members contributing to the pending reports. The ICS office is providing efficient support to both the committee and the working groups.</p> <p>MD was concerned that the division between males and females was being perpetuated. The Board discussed and agreed that they should not interfere directly with the vision of the incumbent Chair.</p> <p>MD proposed that the Board commission a short report regarding why ICS is splitting male and female definitions. This could possibly be published in NaU. MD felt that this would give ICS the opportunity to win the argument.</p> <p>ACTION POINT 462: MD to consider who could produce a short report regarding why ICS is splitting male and female definitions</p> <p>MD recommended that the ICS produce an annual book/e-book titled “ICS Standards”. This should include all current ICS standards, summaries and the ICS Glossary. This would raise the profile of ICS Standards and would create a single point of reference.</p> <p><u>Neurourology Promotion Committee – Carlos D’Ancona</u> CD informed the Board that core activity of the NPC was the production of neuro videos. Three publications are in draft stages too.</p> <p><u>Scientific Committee – Carlos D’Ancona</u> The committee remains effective and is working hard to create the 2019 scientific programme.</p> <p><u>Children and Young Adults’ Committee – Marcus Drake</u> There are a lot of ideas within the committee, although delivery can be rather slow. The terms of reference were updated recently. Collaboration with the ICCS is positive with a course and book as two mutual projects. Coloplast funding has been received for ICS fellowships.</p>
28	<p>Trustee/Treasurer positions: candidates, Board diversity</p> <p>The Board discussed how to encourage more females to apply for positions on the ICS Board. MD proposed a working group to ensure women feel informed and encouraged to stand. The voting process should also be considered to ensure this provides fair opportunity. DT showed a graph indicating that that approximately 40% of ICS members were female. DS suggested that dedicated female positions on the Board could be an option. In the interim a diversity statement has been shared with the membership and female candidates will be personally invited to apply for the 2019 Board positions. A promotional video will be produced before the 1st March deadline.</p>

	<p>ACTION POINT 463: CNO to work with the ICS office to produce a promotional video for female applicants for the ICS Board.</p>
29	<p>Consensus projects update: Nocturia, Urodynamics, Laser, Pelvic Floor Consortium</p> <p><u>Laser</u> AD reported that two papers were produced: best practice and the main joint publication. Production followed the ICS Standard Operating Procedures.</p> <p><u>Pelvic Floor Consortium</u> CNO attended the Chicago meeting. This is a worthy project and the ICS is happy to be a part of the group. The Board agreed and await the next update from the project lead.</p> <p><u>Urodynamics</u> MD will aim to finalise a draft in time for ICS 2019.</p>
30	<p>Honorary membership</p> <p>DS presented a proposal for a new ICS award. The imperative would be to reward candidates that given a great contribution to ICS the society. The lifetime achievement award rewards scientific achievement, not necessarily linked to the ICS.</p> <p>The Board agreed to implement this award and invite applications from the membership. The Board would vote on the winner. The awardee would receive lifetime free ICS membership, free annual meeting registration and tickets to the Chairman’s Reception and Annual Dinner.</p> <p>ACTION POINT 464: DS to prepare the application form and timeline for the Honorary Membership award.</p> <p>SM proposed that JG be nominated for the 2019 award. The Board agreed and voted unanimously during the meeting to award JG with honorary membership with immediate effect.</p> <p><u>Motion: that Jerzy Gajewski be awarded Honorary Membership with immediate effect</u> SM proposed DCD seconded 8 in favour 1 abstain as not present Motion approved</p>
	<p>2019 lifetime achievement award (future nominees)</p> <p>DS presented the list of winners and asked that the Board consider candidates for the 2020 award.</p>
	<p>Industry relations update</p> <p>DS presented an update on relations with key industry partners. Most would be met during EAU 2019. The 2019 LOC is engaging with Nordic sponsors.</p> <p>ACTION POINT 465: MC to speak to Boston Scientific regarding support for the ICS meeting and other ICS projects</p>



	<p>JG presented a proposal which could generate up to \$50,000 from industry. This is a form of industry workshop/scientific presentation. Ian Milsom should be invited to comment.</p>
	<p>Trustee handbook/guidelines: update and review</p> <p>DS reminded the Board that the handbook exists as a point of reference and induction guide for all new and serving trustees. The handbook is due a review and update. DS asked that SM and JG review the General Secretary and Treasurer duties. The updated document would be shared on the Board forum for comments and approval.</p> <p>ACTION POINT 466: DS to lead on review and update of the Trustee Handbook.</p>
	<p>Any other business</p> <p>No further business raised.</p>
	<p>Date of next Board meeting: 1-2 September 2019, Gothenburg, Sweden</p>