	Description	Doc ID Responsible/version Last update
	<p style="text-align: center;">APPROVED</p> <p style="text-align: center;">ACTION ITEM</p> <p style="text-align: center;">Approval of Council Meeting Minutes – July 2015</p>	WDA-ACT#2015-21 CDN v2.0 19.12.2015

[ACTION ITEM - WDA-ACT#2015-21](#) [Approval of Council Meeting Minutes – July 2015](#)

1. Background

The WDA Council met on Sunday July 26th at 1PM Australian Eastern Standard Time at the Novotel Twin Waters Resort, Maroochydore in Queensland, Australia. Secretary Carlos das Neves was responsible for writing down the minutes of this meeting to be presented for approval at the next WDA Council meeting. The Secretary further informs that the minutes include exclusively the major discussions during Council. For several items where briefing notes were presented orally, and when this information matches that already included in the Action items briefing notes, this information it is not repeated here.

A full audio recording of the Council meeting is available for members who wish to review details from this meeting.

2. Discussion

See Council Meeting Notes (WDA-ACT#2016-01)

3. Motion

WDA Council approves the minutes of the Council meeting which took place Sunday July 26th at the Novotel Twin Waters Resort, Maroochydore in Queensland, Australia


4. Extra documentation

- Minutes from the July 2015 WDA Council meeting

5. Decision

Moved:	GIBBS
Seconded:	MILLER
Result:	UNANIMOUSLY APPROVED

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DOC 1

WDA Council Meeting

July 26th 2015 – Maroochydore - Qld, Australia

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Note: An audio record of this Council Meeting is available and supports these minutes.


1. Agenda

The agenda for this Council meeting (**WDA-DOC#2015-02**) was forwarded to all members as part of the document package. An addendum to the Agenda and a second documents’ package was later sent to all Council members.

2. Opening procedures

Council was called to order by President Thierry Work at 01:05 PM AEST (UTC+10), and after completion of a roll call (presented ahead in 3) it was verified that **quorum was established**. The President thanked all members for participation and moved immediately to the council business as established in the agenda. President Thierry informed of the following changes to the agenda: officers reports will be presented first, followed by Jason Schmitt from Jacobson & Schmitt (financial advisors) who would give a short presentation about their work, followed by action items. After this the Asian Society of Conservation Medicine would have a presentation on their collaboration with WDA.

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3. Council members' attendance

The following Council members were present:

Function	Name	Comments
President	Thierry Work	
Vice-President	Marcella Uhart	
Secretary	Carlos das Neves	
Treasurer	Laurie Baeten	
JWD Editor	James Mills	
Past President	Dolores Gavier-Widén	<i>Up to the secretary's report</i>
Newsletter Editor	Samantha Gibbs	
Student Member	Michelle L Verant	
Member at Large	Patricia R Bright	
Member at Large	Karrie Rose	
Nordic Section	Aleksija Neimane	
WVS	Anne Justice-Allen	
European Section	Phillipe Berny	<i>In delegation from Lisa Yon</i>
Australasian Section	Andrew Peters	

WDA Executive Manager **Dave Jessup** was also present.


The following Council members were absent:

Function	Name
Member at Large	Daniel Tompkins
Member at Large	Emi Saito
Member at Large	Richard Gerhold
Member at Large	Frances Gulland
Latin America Section	José Luiz Catão Dias
Africa-Middle East Section	Tom Nyariki

The following WDA members attended the Council meeting:

- Timothy Portas
- Charles van Ripper III
- Carol Meyer
- Barbara Ellis
- Peregrine Wolff (*representing AAWV*)

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4. Officers reports

4.1. REP#2015-01 President's report

President Thierry presented his report (**REP#2015-01**) and summarized his major 3 achievements: 1. the revision of the Constitution and Bylaws (together with the ExMan); 2. increasing cooperation with the Asian colleagues; 3. creating new ways for retired professionals to remain as WDA members. **President Thierry** mentioned that regarding his 3 “big goals” from the start of the year: 1. Increase of membership in 25% had not been reached, being currently at 10%; 2. Increasing the endowment by 500 00USD had been achieved; 3. Reaching out to non-veterinary associations is being achieved specially also via the Public Affairs Committee.

4.2. REP#2015-02 Vice-president's report

VP Uhart presented her report (**REP#2015-02**). **Uhart** referred to the 2 major tasks of this year (chairing the Time&Place Committee and ensuring that Conferences stay on track). For 2016 an information item was presented to Council; for 2017 Puerto Vallarta is set and for 2018 some options were being considered (California/Florida). Regarding coordinating all the WDA Committees **Uhart** mentioned that despite some difficulties, the work has been successful.

4.3. REP#2015-03 Treasurer's report


Baeten presented her report (**REP#2015-03**). **Baeten** had no special remarks regarding the report (which is to be presented to the WDA Business meeting). **Baeten** reported some problems with Allen Press during 2015 which were now mostly resolved. **Exman Jessup** informed that the Life membership revenues will go directly to the Endowment but this will be brought to Council after October 2015. **President Thierry** praised **Baeten's** efforts during the 2014 auction which hugely helped the success in collecting more than 9000 USD.

4.4. REP#2015-04 Secretary's report

Das Neves presented his report (**REP#2015-04**). **Das Neves** thanked Perry for her help during the transition period between secretaries. **Das Neves** focused on the changes he is implementing on the way the Officers conduct business (specifically document discussion and exchange) and informed that the Teller Committee has mostly inactive during 2015. **Das Neves** summarized then the work during 2015 in terms of numbers of meetings, documents produced and voted, and thanked all members of Council for their timely submission of all documents. Finally **Das Neves** informed on the efforts to establish an online platform for sharing all documents as a way to make Council work easier.

AT THIS TIME THE OFFICER'S REPORTS PRESENTATIONS WERE INTERRUPTED TO LISTEN TO THE PRESENTATION BY JACOBSON & SCHMITT (*PDF of this presentation available to Council members*). J&S have been managing assets for WDA since 1995 and this presentation focused on the work done so far, status as of 2015 and the prospects for the future specifically in what relates to achieving the endowment goal by 2020. The discussion

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of the agenda was then resumed with the JWD editor’s report. At this time Dolores Widen abandoned Council.

4.5. REP#2015-05 JWD editor's report

Mills presented his report (**REP#2015-05**) with a powerpoint presentation (available as PDF to Council members) summarizing the statistics of the Journal during 2015. (impact factor, publish articles, rejection rates, types of submissions etc...).

Mills informed that he would be stepping down as Editor-in-Chief as soon as WDA could find a suitable replacement. **President Thierry** thanked **Mills** on behalf of the WDA for his work. **President Thierry** also informed that **Uhart** will be heading a search committee for the Editor-in-Chief position and that names for this committee were also welcomed.

4.6. REP#2015-06 Newsletter editor's report


Gibbs presented her report (**REP#2015-06**). **Gibbs** informed that it has been easy to work with Allen Press and that there was an increase of the number of people viewing the newsletter and blast emails. The presentation was followed by a short discussion on which the better ways to ensure that people collaborate and send information timely that can be used for the newsletter.

4.7. REP#2015-07 Executive Manager report

ExMan Jessup presented his report (**REP#2015-07**) with a powerpoint presentation (available as PDF to Council members). **Jessup** focused first on presenting some statistic regarding WDA such as the increase in membership (currently at 1572), the increase in online journal subscriptions (from 11% to 60% in 3 years), and the increases in the different sections both in terms of members and student chapters. Regarding conferences **Jessup** also summarized that the internationalization of the WDA conference has helped increased participation numbers. **Jessup** presented the endowment and how WDA has been collecting funds for this goal, being currently at 3/5 of the objective. However to achieve this goal WDA will have to continue raising a minimum of 100 000 USD a year, which while possible will require new ways of raising funds both with members and externally. The goals for “after 2019/2020” should also be in the mind of WDA Council as some decision will have to be taken in the near future. **Jessup** presented also the cooperation with other organizations as not only a central tool for visibility but also a source of incomes via several partnerships. **Jessup** informed that improving WDA electronic presence must be a goal for the future and that one should continue to focus on the membership benefits. **Thierry** thanked **Jessup** for his work as ExMan and his constant energy to look for new opportunities for WDA.

AT THIS TIME 02:45PM THE PRESIDENT SUSPENDED COUNCIL MEETING FOR 10 MINUTES BREAK. Council resumed at 03:00PM.

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5. Council Business – Action Items

5.1.ACT#2015-11 Approval of Council Meeting Notes – March 2015 Council

Das Neves informed that some small spelling changes were found in the document in the meantime and corrected.

Uhart moved this Action Item’s Motion to Council and the motion was seconded by **Verant**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.2.ACT#2015-12 Interim 2015 Financial Summary Report

Baeten identified a mistake on the motion which read “current assets totaling \$2 375 058” and which was corrected to “current assets totaling \$2 373 422”.

Justice-Allen moved this Action Item’s Motion to Council and the motion was seconded by **Mills**.

Discussion was opened and closed without any additional comments.


MOTION was put to vote and UNANIMOUSLY APPROVED.

5.3.ACT#2015-13 Approval of submission to the members of a revised proposal for the WDA Constitution

President Thierry introduced this topic to council explaining that after 10 years it was time for a new revision of the Constitution and Bylaws a work he carried in cooperation with the ExMan. **Thierry** informed that the document was already circled by Council members and that the received inputs have been incorporated into the current version presented before council. **Thierry** further informed that the motion before Council is not a formal approval of the Constitution but an authorization for the document to be put before all members of WDA who must then vote on its approval. **Das Neves** then explained that the document if approved by Council would be put online so that all members may have the chance to send their comments before an online voting period is open. **Justice-Allen** asked for a clarification on what happens if members send comments for changes. WDA Officers informed that comments will be taken into consideration by officers and if structural changes are big the document might be again brought before Council before a final vote. **Jessup** supported that analysis. **Rose** had a question regarding the maintenance of the web editor as a member of Council. Officers explained that they preferred to leave that position in the Constitution and analyze the need or not for such a position on the long run.

Das Neves moved this Action Item’s Motion to Council and the motion was seconded by **Uhart**.

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Baeten asked about a clarification on article 11 regarding calling the ExMan and Assistant employees. For tax purposes these positions are not employees as they are exempt from taxation. **Justice-Allen** also commented that there has been a long ongoing discussion on this matter in the US. The article should not be entitled paid employees. **Jessup** clarified that one didn't need to change things immediately but that these issues would be taken into consideration before a final version is put to vote. **Das Neves** defended that despite **Baeten** having found already a possible mistake, several others may come from the membership and therefore the motion to present the Constitution to the WDA members should go forward. Several members of council supported **Das Neves** suggestion.

MOTION was put to vote and UNANIMOUSLY APPROVED.

AT THIS TIME THE ACTION ITEMS DISCUSSION WAS INTERRUPTED TO LISTEN TO AN UPDATE ON THE WDA 2015 CONFERENCE BY TIM PORTAS. Tim informed that registration closed at 352. Tim acknowledged a lot of people essential to the success of the organization, specifically a private conference organizer. Students deserved also big thanks from the organizers for their help. Sponsorship raised almost 50 000 AUD. Tim indicated it was difficult to foresee the level of profit but it should be around 20 000 AUD. The discussion of the agenda was then resumed.


5.4.ACT#2015-14 Approval of revised proposal for the WDA bylaws

Thierry presented the work done on the bylaws, in much similar to the work carried for the Constitution.

Das Neves moved this Action Item's Motion to Council and the motion was seconded by **Neimane**.

Discussion was opened. **Verant** commented on some mistakes on Article 9 (correction on sections numbering). A mistake was also reported on Article 1 – Section 5 (work meetings was missing and hence added in). **Uhart** suggested that further typos on the text could be sent in writing. **Das Neves** informed that English mistakes should not prevent the motion from being put to a vote. **Justice-Allen** asked for a clarification on the disbursement of funding to the sections (Article 9 – Section 5) as it mentions only geographical sections and hence might exclude the WVS. **Jessup** explained that this comes from the time when WVS was exclusively US based and external to the WDA. Because a member could be listed in a geographical section and WVS, this opened a problem for the division of funds. **Das Neves** clarified that funding to other sections is always possible and bylaws does not block Council from financing others than geographical sections. **Verant** had a comment on Article 10 suggesting a Section 1 to this article. **Das Neves** disagreed because sections are only necessary when there are several topics. This was not the case of Article 10. **Verant** suggested the inclusion on Article 10 of: "Student chapters of the Association may be established **ACCORDING TO THE SAC GUIDELINES**". **Jessup** moved for an immediate vote at this stage.

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Das Neves suggested then a new motion to be put before Council: **“WDA Council approves the revised proposal for the WDA bylaws dated June 20th 2015, with the revisions proposed by Council on July 26th 2015”.**

Baeten identified a mistake on Article 1 – Section 3 where a paragraph was repeated twice. Mistake was corrected accordingly.

Verant moved this reviewed Action Item’s Motion to Council and the motion was seconded by **Bright**.

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.5.ACT#2015-15 Adjustment on Invested Funds to Advance JWD Endowment Effort

President Thierry presented the background for this motion and informed that the Budget Committee had reviewed and approved this item. **Jessup** provided some additional comments regarding that to avoid yearly decisions on transferring funds to the endowment, a second motion was put forward so that funds can be transferred to match those raised by the Endowment Committee (of course always in compliance with the decision of Council). **Baeten** suggested including the word INVESTMENT on motion 1: “...from the WDA general INVESTMENT fund to the...”.

Perry Wolf asked how these changes would impact the specific funds. **Baeten** explained it will impact to some extent, but also explained that calculations on how disbursement for these funds will be done is not final decided yet. **Jessup** was not in full agreement with **Baeten** given that the amounts to be raised are yet unknown and the final decision always lays with Council (specifically if matching funds requires allocating money that might be needed to fun the specific funds). **Thierry** clarified also that whether the current formula based on interests gains remains the best option for the future is something that needs to be checked and again that will always depend on a decision of Council. **Das Neves** asked if the Budget Committee was comfortable with motion 2 and was informed by **Baeten** that they were indeed.

Das Neves moved this Action Item’s Motion no. 1 to Council and the motion was seconded by **Uhart**.

Discussion was opened and closed without any additional comments.


MOTION 1 was put to vote and UNANIMOUSLY APPROVED.

Verant moved this Action Item’s Motion no. 2 to Council and the motion was seconded by **Das Neves**.

Discussion was opened and **Neimane** asked if a cap on amounts should be included. **Thierry** informed that not imposing any limits gives the most flexibility.

MOTION 1 was put to vote and UNANIMOUSLY APPROVED.

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5.6.ACT#2015-16 Approval of Emeritus Award Nominee

Thierry briefly presented this action item.

Neimane moved this Action Item’s Motion to Council and the motion was seconded by **Peters**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.7.ACT#2015-17 Additional Funds for JWD Supplement on Wildlife Welfare

ExMan Jessup presented the background for this motion, namely the shortage of funds due to the success in the submission of articles to this special JWD supplement. **Justice-Allen** informed that she would abstain as she is strongly involved in this supplement issue of JWD

Neimane moved this Action Item’s Motion to Council and the motion was seconded by **Bright**.

Discussion was opened and **Bright** asked if there would have to be cuts on the publications should the necessary money not be raised. **Justice-Allen** explained that cuts will always be necessary but would be much smaller if the extra funds are approved by Council. . A typo was found by **Baeten** on the motion as the years should be 2015-2016 not 2014-2015.


MOTION was put to vote and APPROVED BY MAJORITY with ONE ABSTENTION (JUSTICE-ALLEN).

5.8.ACT#2015-18 Potential Expansion of Subscriber Definitions

Jessup introduced this item to Council and explained its background and the potential gains and losses from implementing a new tier 5 for large institutions such as USDA. Because this is a complex item Officers proposed 2 motions to cover both possible solutions: accept and refuse. **Justice-Allen** asked on what will be the financial requirements put on Tier 5. **Jessup** responded that the motion only approves development of this tier and sets no financial requirements yet and that such decisions would be brought to Council at a later stage. **Gibbs** pointed out that tier 4 is for national agencies so how can one defend a tier 5 for some national agencies? **Jessup** argued that differentiation between tiers could be defended e.g. based on number of connect IPs. Furthermore **Jessup** informed that it is USDA who is strongly lobbying for Tier 5. **Das Neves** expressed some reservations on moving forward without knowing exactly what a Tier 5 should be and for what it should be used. **Uhart** wondered on what would happen should we refuse USDA this Tier 5 and **Jessup** informed that USDA might eventually redraw subscription but this too is very difficult to foresee. Discussing then went forward on several aspects of what defines a US agency and what is the real use of JWD by USDA.

Uhart suggested the creation of an *ad hoc* committee to take this issue further and the tabling of the current action item.

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Das Neves moved for tabling the action item and this was seconded by **Uhart**.

No objections being received ACT#2015-18 was TABLED.

5.9. ACT#2015-19 Revisions to the Student Activities Committee Guidelines

Verant introduced this item to Council. **Verant** explained that at this stage only the SAC guidelines are being presented. Several small changes were introduced and Verant highlighted trying to increase the number of student chapter members who enroll as WDA members. SAC will continue working with specific guidelines for the different student chapters but this topic is still being discussed and will be brought before Council at a later stage. **Uhart** suggesting emending the motion to include the date of the SAC guidelines: **“The WDA Council approves the proposed revisions to the Student Activities Guidelines as proposed in June 2015”**.

Uhart moved this Action Item’s Motion to Council and the motion was seconded by **Gibbs**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.10. ACT#2015-20 Change of WDA Small Grants Program Guideline Documents

Thierry introduced this item to Council. **Thierry** suggesting emending the motion to include the date of the SAC guidelines: **“The WDA Council approves the proposed revisions to the WDA Small Grants Program Guidelines as proposed in June 2015”**.


Rose moved this Action Item’s Motion to Council and the motion was seconded by **Neimane**.

Discussion was opened and Rose shortly explained some of the changes made to the document.

MOTION was put to vote and UNANIMOUSLY APPROVED.

AT THIS TIME THE AGENDA WAS INTERRUPTED TO LISTEN TO THE PRESENTATION OF THE ASIAN SOCIETY OF CONSERVATION MEDICINE (*PDF of this presentation available to Council members*). President Thierry also informed that WDA would have a meeting with the ASCM during the WDA conference. The discussion of the agenda was then resumed with the information items.

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6. Council Business – Information Items

6.1.INF#2015-06 Results of the 2015 elections

Das Neves presented to Council the results of the WDA election 2015. No questions were posed.

6.2.INF#2015-07 Time&Place WDA2016 Meeting Update

Uhart updated Council on the preparations of the WDA 2016 meeting near Cornell – Ithaca NY. No questions were posed. **Uhart** further informed that in 2017 the WDA Conference will be in Puerto Vallarta – Mexico. **Jessup** enquired if dates for the 2017 meeting were set but **Uhart** informed that a final decision on that had not yet been taken. Finally **Uhart** informed that for 2018 two locations are being considered: Gainesville – FL and Davis – CA.

6.3.INF#2015-08 Conference management software

Jessup presented this item and there were no further discussions on the topic.

6.4.INF#2015-09 Student Chapters and Grant Scoring Guidelines

Verant presented this item and briefly informed on the timeline for this work. SAC hopes a final decision can be brought to Council by December 2015. **Das Neves** asked if all these guidelines must come to Council but **Uhart** mentioned that such is the common practice with these types of committee documents. **Jessup** also mentioned an issue of governance regarding the connection between the student chapters and their respective “mother sections”. This should continue to be in the head of council members as it might in time require a better definition than the one currently stated on the Constitution/bylaws, e.g. WDA recognizing a student chapter in the geographical area of a section which did not endorse/approve that chapter may be a problem.

7. Annual Reports from Sections


7.1.REP#2015-09 Latin American Section Report

Uhart presented the Latin American Section Report. The section was established in 2011 and has now 16 members in 11 southern American countries, but with some under-representation in bigger countries. Elections are being held and results will be presented during the Latin American Conference in September 2015 which has been the main focus of 2015. Financial situation is stable.

7.2.REP#2015-10 Nordic Section Report

Neimane presented the Nordic Section Report. The section has currently 55 members and the biggest activity in 2015 has been the section meeting in Norway last June. Section council has been re-elected for a 2 years term. The members of the section have (via an election) voted to keep the Nordic section

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separate from the EWDA and the work will now focus on getting more members across all Nordic countries and disciplines. Financial situation is stable.

7.3.REP#2015-11 European Section Report

Phillipe presented the European Section Report. The section has currently 191 members and EWDA is trying to increase membership in the eastern European countries which is not easy due to both language barriers and financial reasons. The Student Chapter continues to be very active. The next EWDA meeting will be in September 2016 in Berlin. Financial situation is stable.

7.4.REP#2015-08 Australasian Section Report

Peters presented the Australasian Section Report. The section has currently 241 members. The major activity for the section in 2015 has been the preparation of the WDA international conference. The section is also represented in the management of the Wildlife Health Australia and involved in several meetings and events. Two conferences have been organized in the last year. The section has also contributed to facilitate the participation of Asian colleagues in the WDA Conference. Financial situation is stable. **President Thierry** thanked the Section for their work in organizing the 2015 Conference.

7.5.REP#2015-12 Wildlife Veterinary Section Report

Justice-Allen presented the Wildlife Veterinary Section Report. The section has 390 members from 46 countries (71% of which from Northern-America). Financial situation is stable. They have developed a LinkedIn discussion group, a set of bylaws and a new logo.


7.6.REP#2015-13 African/Middle East Section Report

Das Neves presented the African/Middle East Section report in delegation of Tom Nyariki who has not present in Council. The section has 70 members. Their major achievement has been working on their profile in the region (email lists for members), establishing a new logo and an active participation on the newsletter. A regional meeting is also under consideration.

8. Annual Annual Reports from Committees

Thierry informed that Council members had received the reports of the WDA Committees and acknowledged the Chairs for all their work. **Verant** asked the feedback of Council regarding online communication solutions, specifically if Council would support the establishment of a more organized solution for online communication (student to organize the email server and chat rooms etc...). **Gibbs** provided some information on the *ad hoc* Student Activity Funds Committee she chaired (**REP#2015-25**). **Verant** was not sure what would be the role of SAC on the follow up of the *ad hoc* recommendations. **Thierry** informed that one of the open topics for discussion was the creation of new awards. **Jessup** suggested this to be discussed with the Student Awards Committee. **Uhart** informed that the Student Awards Committee was considering an action item but this remained an action item for future discussion.

“WDA is all wildlife diseases, all conservation, all one health all the time!”

	Description	Doc ID Responsible/version Last update
	<p style="text-align: center;">APPROVED</p> <p style="text-align: center;">ACTION ITEM</p> <p style="text-align: center;">Approval of Council Meeting Minutes – July 2015</p>	<p>WDA-ACT#2015-21 CDN v2.0 19.12.2015</p>

9. Other Council Business

There were no other Council Business issues put forward.

10. Conclusion remarks

No further topics being brought before Council, President **Work** thanked all members for their participation and moved for closure, being seconded by **Uhart**.

Council was officially declared closed at 17:23 AEST (UTC+10).

Respectfully submitted to the attention and approval of the WDA Council,

Oslo, Norway 19th November 2015



Carlos G. das Neves, DVM PhD Dipl. ECZM
WDA Secretary

"WDA is all wildlife diseases, all conservation, all one health all the time!"