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	<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 2016</p>	<p>WDA-ACT#2016-22 CDN v2.0 22.12.2016</p>

[ACTION ITEM - WDA-ACT#2016-22](#) [Approval of Council Meeting Minutes – July 2016](#)

1. Background

The WDA Council met on Sunday July 31st at 1PM Eastern Standard Time at the Hope Lake Lodge, Cortland, NY – USA. 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#2017-01**)

3. Motion

WDA Council approves the minutes of the Council meeting which took place Sunday July 31st at the Hope Lake Lodge, Cortland, NY – United States of America


4. Extra documentation

- Minutes from the July 2016 WDA Council meeting

5. Decision

Moved:	Baeten
Seconded:	Miller
Result:	APPROVED UNANIMOUSLY

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DOC 1

WDA Council Meeting

July 31st 2016 – Hope Lake Lodge, Cortland NY - USA

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

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1. Agenda

The agenda for this Council meeting (**WDA-DOC#2016-02**) 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 **Marcela Uhart** at 01:04 PM EDT (UTC-4), 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.


3. Council members' attendance

The following Council members were present:

Function	Name	Comments
President	Marcella Uhart	
Vice-President	Debra Miller	
Secretary	Carlos das Neves	
Treasurer	Laurie Baeten	
Past President	Thierry Work	<i>By phone</i>
JWD Editor	Daniel Mulcahy	
Newsletter Editor	Samantha Gibbs	
Student Member	Michelle L Verant	
Member at Large	Alonso Aguirre	
Member at Large	Mark Drew	
Member at Large	Frances Gulland	<i>By videolink</i>
Member at Large	Rose, Karrie	<i>By phone</i>
Nordic Section	Aleksija Neimane	<i>By phone</i>
WVS	Anne Justice-Allen	
European Section	Lisa Yon	
Australasian Section	Andrew Peters	

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

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The following Council members were absent:

Function	Name
Member at Large	Daniel Tompkins
Member at Large	Emi Saito
Latin America Section	Ezequiel Hidalgo
Africa-Middle East Section	Tom Nyariki

The following WDA members attended the Council meeting:

- Heather Fenton
- Scott Wright
- Carol Meteyer
- Thomas Yuill
- Rick Botzler
- Richarc Kock

4. Officers reports

4.1. REP#2016-01 President's report

President Uhart presented her report (**REP#2016-01**) and summarized the major achievements of 2016. Discussion was opened and closed without any additional comments.

4.2. REP#2016-02 Vice-president's report

VP Miller presented her report (**REP#2016-02**). **Miller** referred to the elaboration of the committee teams, the ongoing conference and preparations for the upcoming 2017 and 2018 meetings. Discussion was opened and closed without any additional comments.


4.3. REP#2016-03 Treasurer's report

Baeten presented her report (**REP#2016-03**). **Baeten** had no special remarks regarding the report. **Drew** moved this Action Item's Motion to Council and the motion was seconded by **Aguirre**.

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

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4.4. REP#2016-04 Secretary's report

Das Neves presented his report (**REP#2016-04**). **Das Neves** presented his report for 2016 and discussed briefly the situation regarding the archiving of old paper format documents of WDA. Secretary **Das Neves** also referred to new solutions for council online meetings, considering that perhaps one could soon move from the current phone system to newer video conference systems. **Jessup** complemented with some more information on costs associated to the current service provider. There was also a discussion on which documents from Council should be made available to all WDA associates. Secretary **Das Neves** mentioned that apart from the agenda only Council approved documents can be put out for the membership (with the possibility of withholding some documents depending on contents).

4.5. REP#2016-05 JWD editor's report

Mills presented his report (**REP#2016-05**) with a powerpoint presentation summarizing the statistics of the Journal during 2016. (impact factor, publish articles, rejection rates, types of submissions etc...). **Mills** thanked Gulland for her contribution as assistant editor and presented Kristen who has been collaborating for the last year with JWD and has facilitated the transition to the new editor-in-chief for JWD. Several discussions followed on the relevance of the impact factor of JWD.

4.6. REP#2016-06 Newsletter editor's report

Gibbs presented her report (**REP#2016-06**). **Gibbs** informed that it has been an increase of the number of people viewing the newsletter and blast emails. **President Uhart** also brought up the possibility to consider whether the newsletter should continue on its current format or be incorporated in the website in a new way.

4.7. REP#2016-28 Web editor's report


Jessup presented the web editor's report. (**REP#2016-28**). He informed of the amazing work Cindy has delivered in 2016 and the importance to ensure the continuity of her cooperation with JWD. **Work** seconded Jessup in praising Cindy for her work. **Jessup** asked for general opinions of the different sections about the usefulness of WDA website to the regional members.

4.8. REP#2016-07 Executive Manager report

ExMan Jessup presented his report (**REP#2015-07**) with a powerpoint presentation (available for Council members at request).

AT THIS TIME 02:55PM THE PRESIDENT SUSPENDED COUNCIL MEETING FOR 15 MINUTES BREAK. Council resumed at 03:10PM.

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5. Council Business – Action Items

5.1.ACT#2016-11 Approval of Council Meeting Notes – April 2016 Council

Das Neves presented this item to Council.

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

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.2.ACT#2016-12 WDA Student Chapter ad-hoc Committee - Guidelines approval

Work presented this item to Council and clarified its goals regarding regulating the relationship between student chapters and the regional/parent sections of WDA. WDA membership as a request to be part of the student chapter was discussed among council members. A question was set to Council if there were any guidelines for chapters’ mentors at the different faculties. **Verant** clarified that there exist no such guidelines. **Justice-Allen** argued that such guidelines should be made available as a way to standardize and “professionalize” the mentorship role. **Das Neves** proposed that this topic be included in the Committee tasks for 2016-2017. Some mistakes were found by **Drew** on the guidelines that may require editing. **Work** volunteered to review the guidelines and resubmit them to Council.

Drew moved for the motion to be tabled and presented at a later Council Meeting. The motion was seconded by **Justice-Allen**.


Discussion was opened and closed without any additional comments.

MOTION was put to vote and TABLED by UNANIMOUS VOTE.

5.3.ACT#2016-13 Approval of JWD policy on publication of scientific papers based on samples or data obtained from whaling

Gulland introduced this topic to council. **Das Neves** asked why a request for an unanimously approval by IWC for scientific permits with whales as a requisite for publishing. **Das Neves** argued that such request would be impossible to deliver due to lack of consensus on IWC. **Jessup** suggested removing the wording in the policy concerning this matter: ~~Manuscripts from scientific whaling programs conducted under special permits from the IWC will not be accepted by JWD without the unanimous approval of the whaling program by the IWC, including the IWC Scientific Committee.~~ **Drew** asked why a policy restricted just to whaling. Several reasons for this were mentioned, namely the fact that this is one of the few examples of species that could be harvested for science in “non-national” waters and therefore we could risk that no permits or legal control was enforced on those given scientific papers.

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Das Neves presented a reformulated motion to Council reading: ***WDA approves the Policy statement on publication of scientific papers based on samples or data obtained from whaling with the changes approved by Council on 31st July 2016.***

The motion was moved by **Baeten** and seconded by **Justice-Allen**.

MOTION was put to vote and APPROVED BY MAJORITY with one vote against (DREW).

5.4.ACT#2016-14 Review of Ex-man performance and 2016-2018 contract renewal

Das Neves informed the special rules applying to this action item:

1. Executive manager should leave the room
2. Council runs as an open meeting (non-council members in assistance), but any single council member can require the meeting to become a close one (just for sitting council members)
3. The vote is carried as usual by open acclamation but any single council can request it to be by secret ballot.

President Uhart presented this action item to Council summarizing how the evaluation was performed and some of the guidelines set for a potential renewal.

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

Discussion was opened. *(comments are not transcribed into the minutes – on ground of being a motion on an individual person)*

MOTION was put to vote and UNANIMOUSLY APPROVED.

5.5.ACT#2016-15 Published Annual Financial report 2015


Treasurer Baeten introduced this action item to Council. **President Uhart** thanked the treasurer for all the work putting up an easy comprehensive yet detailed financial report.

Yon 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.

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5.6.ACT#2016-16 Public Awareness Committee-Advertisement and Letter

VP Miller presented this item to Council and the two motions included in the briefing note. **Neimane** noticed that the AME section is missing on the text. **Verant** advised that the letter should include always a more personalized paragraph to each person/organization it is sent to.

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 number 1 was put to vote and UNANIMOUSLY APPROVED.

Regarding motion number 2 **Uhart** mentioned that on the powerpoint presentation gloves are not used on several pics and that is not acceptable. **Peters** felt that the presentation was not interactive/attractive enough and the layout/concept should be re-thought. **Drew** seconded **Peters** remarks on re-thinking the ppt.

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

Discussion was opened and closed without any additional comments.

MOTION number 2 was put to vote and UNANIMOUSLY REJECTED. Council advises the Public Awareness Committee to re-think the powerpoint presentation as it is of value for further use in the organization.

AT THIS TIME THE OFFICER’S REPORTS PRESENTATIONS WERE INTERRUPTED TO LISTEN TO THE PRESENTATION BY JACOBSON & SCHMITT J&S have been managing assets for WDA since 1995 and this presentation focused on the work done so far, status as of 2016 and the prospects for the future specifically in what relates to achieving the endowment goal by 2020. There was an open discussion between Council members on how to better show to the membership the evolution of the portfolio throughout time.


5.7.ACT#2016-17 Recommendation to contract with the University of Florida for the 2018 WDA Conference, Gainesville, FL

President Uhart apologized that this action item was included in the agenda for this Council meeting as officers feel it needed further work before Council can discuss on it. **President Uhart** therefore tabled this item.

5.8.ACT#2016-18 Formation of an Audit Committee

Jessup introduced this item to Council and explained the legal requirements to have and audit of WDA accounts at given time intervals. This can be done by either a selected committee or an appointed external firm.

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Justice-Allen 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.

5.9.ACT#2016-19 Approval of new membership category, “Young professional”

President Uhart apologized that this action item was included in the agenda for this Council meeting as officers feel it needed further work before Council can discuss on it. **President Uhart** therefore tabled this item.

5.10. ACT#2016-20 Outreach Powerpoints for use by WDA members

Miller introduced this item to Council. **Uhart** mentioned that the powerpoint lacked some information on some WDA membership advantages as well as some concerns regarding the phrasing of some terms. **Jessup** raised the question if this type of committee work needs approval by Council. By tradition this type of deliverables is decided and implemented directly by the Committees and does not require Council approval. **Das Neves** suggested that Council should acknowledge the work done by the Membership & Promotions Committee and recommend its implementation, but that it does not require a formal vote in Council. **Verant** suggested that this type of items should be brought to Council as information items rather than action items.

Das Neves moved to table this motion and suggested that Council should acknowledge the work done by the Membership & Promotions Committee and recommend its implementation. **Uhart** seconded.

Discussion was opened and closed without any additional comments.

MOTION was TABLED by UNANIMOUS VOTE.

5.11. ACT#2016-21 Proposal from AAWV regarding a new Student Veterinary Travel Award

AAWV introduced this item to Council.


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

Discussion was opened and closed without any additional comments.

MOTION was put to vote and UNANIMOUSLY APPROVED.

POINT OF ORDER by Carol Meteyer: A question was made regarding the presentation of guidelines from the Small Grants Committee that would require a discussion and vote in Council. **Das Neves** informed that

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those guidelines were included as part of the report submitted by the Committee but it was not clear for officers that the changes made required a decision by Council.

Meteyer presented this item to council for its consideration to be eventually transformed into an action item.

Jessup presented his reservation on some of the guidelines recommendation, namely those relating to the travel policy, where he believed that guidelines now presented by the Small Grants Committee superseded Council decisions and therefore were incompatible. **Das Neves** wondered if this topic could be put forward to an upcoming e-business. **Meteyer** indicated that the current Committee would like to have this issue closed before their term ended, hence the request to have it discussed in Council. **Uhart** concluded that the item should be presented to Council in an upcoming meeting rather than at this time. **Das Neves** will work with **Meteyer** to have a briefing note presented to Council as soon as possible.

6. Council Business – Information Items

6.1.INF#2016-05 Election of Student Representative to Council

Das Neves presented to Council the results of the election of a new student representative to Council. No questions were posed.

6.2.INF#2016-06 Report on progress for the WDA 2017 conference

Miller updated Council on the preparations of the WDA 2017 conference in Mexico. **Uhart** just indicated that the program will need some fine-tuning but that the simultaneously translation will be an important asset.

6.3.INF#2016-07 2016 JWD Foundation Support Effort

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

6.4.INF#2016-08 WDA – AAZV Ad Hoc Committee Report to WDA Council


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

7. Annual Reports from Sections

7.1.REP#2016-08 Australasian Section Report

Peters informed on the Australasian section upcoming meeting in New Zealand. He also informed of that Papua New Guinea was for the first time present to a WDA meeting and this was an important step in strengthening the international scope of the Australasian section. Finally, **Peters** remembered recent deceased member Rick Spears as a central key player on one health and wildlife in Australia who will be dearly missed. **Das Neves** reminded the Australasian and Latin America sections that the financial reports for these sections were not included on the report sent to Council.

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7.2.REP#2016-09 Latin American Section Report

The were no representatives of the Latin American Section. Report was not presented to Council.

7.3.REP#2016-10 Nordic Section Report European Section Report

Neimane informed that the section has 50 members (highest number ever) and that inclusion of new students will continue to be one of the main goals of the section. Next Nordic section will take place in Denmark in 2017.

7.4.REP#2016-11 European Section Report

Yon presented the European Section Report and informed on the upcoming sections conference in Berlin and some of the main initiatives such as the diseases cards.

7.5.REP#2015-12 Wildlife Veterinary Section Report

Justice-Allen presented the Wildlife Veterinary Section Report. She informed of the results of the last section elections.

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

The were no representatives of the Latin American Section. Report was not presented to Council.

8. Annual Annual Reports from Committees


President Uhart informed that Council members had received the reports of the WDA Committees and acknowledged the Chairs for all their work. **Uhart** referred that the Endowment Committee asked if the payment of Jacobsen & Schmitt fees currently paid from the Endowment could be paid from the general checking account in the future. This topic should be discussed in the future and brought up to Council.

9. Other Council Business

Heather Fenton raised the concern of several members about the raising costs of the WDA Conferences and that this should be kept in mind for future choices of venues/locations.

The Asian Society for Conservation Medicine via **Prof. Tokai** briefly summarized the activities of the association in 2016 and informed Council about effort to coordinate a joint meeting with the WDA Australasian section in 2018.

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10. Conclusion remarks

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

Council was officially declared closed at 17:54.

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

Oslo, Norway 10th December 2016



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

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