

## Minutes of the WISTA International Executive Committee (ExCo) Meeting

Date/Time: Monday, July 09, 2018 at 11:00 UTC

Location: A virtual meeting was held with ExCo members attending via an on-line platform

### Present:

Despina Panayiotou Theodosiou	President	DT
Diane Edwards	Secretary	DE
Rachel Lawton	Treasurer	RL
Katerina Stathopoulou	Member	KS
Jeanne Grasso	Member	JG
Sanjam Gupta	Member	SG
Naa Densua Aryeetey	Member	NA

### Apologies:

None – all present

**Welcome** DPT welcomed all to the meeting.

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### Minutes/Matters Arising

- It was clarified that only the AGM and mid-term meeting minutes need to be sent out to the Presidents and referred to in the newsletter.
- Data protection Policy (GDPR)  
It was clarified that RL will be draft the Data Protection Policy. Beatrice Witvoet (WISTA France) will be asked if she is willing to assist in reviewing the drafts and providing advice. RL has already pulled some good examples from the web relating to similar organisations to WISTA. Policies and procedures about usage and storage must be in place, but these do not have to be on the website. Decisions need to be documented about what is or is not included. Each NWA is responsible for their own policy, but WISTA International will provide guidelines to assist.  
**Action:**  
RL to finalise the draft document by 27 July, then to approach Beatrice Witvoet for her comments.  
ExCo will also be given the opportunity to review.

- **FONASBA**  
DPT confirmed that FONASBA is taking the response that we would

prefer to assist by having an advisory role rather than a formal partnership to their AGM in July. They will let DPT know what the outcome is.

- Sponsorship criteria

DE will draft something by the 10 July for review.

- Draft document for NWAs about protecting their trademark

JG is working on guidelines for NWAs. Expected to complete by 20 July 2018

#### **Norway Conference**

- KS confirmed that WISTA Norway has been informed about the ExCo Contribution. They will contact RL.
- RL confirmed that registrations for CSO and Press Officer and travel for CSO have been actioned.
- KS confirmed that Norway have been asked to buy a gift for the POTY and this has been agreed. Bjoerg Ekornrud (BE) will come back to discuss with KS in August. Discussed if in future should we have the same gift each year or an award trophy.

#### **Actions:**

- KS and SG to discuss options for POTY gifts/ awards going forward.
- KS to advise BE that CSO's registration needs to be amended so she is *not* listed as ExCo.

#### **Resits for Scholarship Students**

- DPT has discussed with ICS about students re-sitting for exams, which is possible at an additional fee and is actively encouraged. DPT has liaised with WISTA USA about current situation. JG said this is still being discussed within WISTA USA.
- Futures and Technology Committee Call for Nomination: This has been completed, sent out and nominations collected.

- Financial Report**
- Current cash assets sit at \$160,000 euros. This is net of invoices and the Tromsø costs for CSO and Press Officer . Monthly cost of GoToMeeting to be charged back in one lump sum at the end of the year. WISTA Hong Kong making progress on banking issues.
  - RL asked for any evidence of our work that can support the application for Charitable status e.g. our work with the IMO. Need to show our work goes beyond servicing members. Need projects and level of influence that gives us credibility with Tax Department for tax exemption.
  - Possible Board nomination from a suitably qualified person to replace RL as Treasurer when her term ends.

**Action:**

- DPT to check if sufficient nominations to fill all pending vacancies.
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- Personality of the Year**
- of Five nominations have been received. DE is drafting the notice to Presidents and preparing the voting survey. Votes will be collated by independent auditor. RL will ask Moore Stephens if they can act as auditors for one more year. ExCo can see the names and bios of those nominated but will not have access to the votes cast.

**Actions:**

- DE to prepare POTY survey and draft letter to Presidents
  - RL to connect DE with proposed auditor
  - DPT to send out link to POTY documents in Dropbox
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- World Oceans Conference**
- DPT advised that the World Ocean Council Summit will be taking place in Hong Kong November 2018 and are wanting a plenary session with a panel of senior women from the industry. DPT has been asked to moderate but need suggestions for panel members.

It was also noted that the IMO have chosen as their World Maritime theme 2019 "Empowering Women in the Maritime Community"

**Action:**

ExCo to send DPT suggestions for possible panel members.

- IMO Application**
- Consultative status has been granted. We are still awaiting official letter but approval went through at the IMO Council. Huge congratulations and thanks to everyone who has played a part, JG who
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did the initial work, DPT for lobbying the IMO National delegations, the ExCo, the NWA Presidents and the membership who were really supportive in assisting with lobbying across the globe. DPT noted that the hard work will now begin. We will now have to register an account which will tell us how to handle the logistics of attendance and what we need to know. ExCo to develop guidelines about participation.

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#### **WISTA Office**

There was some discussion about setting up a WISTA office as questions have arisen about various situations e.g IMO. Agreed this needs to be a more detailed discussion.

**Action:**

- DE to add to Tromsø agenda.

#### **Relationship with WIMA**

NDA raised that WIMA nervous that IMO consultative status may impact cooperation.

**Action:**

- DE to add to Tromsø agenda.

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#### **Board Committees**

**Led**

- Tech and Futures Committee

17 people nominated. The plan is for two subcommittees: one to look at alternative technologies developing or proposed within our industry and one to look at disruptive technologies that have the potential to fundamentally disrupt the industry. The Committee will meet initially as a whole, then subgroups will work independently, then come together again. Progress report to be presented to the AGM in October with at least one white paper output by the end of the year.

- Comms Committee

Has not met recently but DPT is to organise a catchup soon. DPT liaising with Jillian about website. DE may be brought in to assist.

- HR and Stats Committee

Scholarship Sub-Committee are in process of assessing the scholarship nominations for 2019 year. Good response (27 applications across all continents). Results for 2018 not yet out – expect mid-August. Member survey set to out in the 2nd week of August, which is one year after last survey. Report will be presented at the AGM

- Diversity

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Subgroups are working well and will be coming back together at the end of August to present progress to wider group. Report will come to ExCo Tromsø.

## **NWA updates**

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### Europe – Middle East

- WISTA Portugal is good to go - launch 20th September during Portugal Shipping week. Will formally announced by Minister.
- WISTA Croatia will start discussions to form in October.
- Ukraine still uncertain
- DPT and JG to liaise around UAE.

### America

- JG gave updates on Peru, Venezuela and Bahamas , and suggested that ExCo needs to look at whether the current rate of growth is sustainable. DE will add to Tromsø agenda.

### Africa

- Ghana doing very well and are being invited to many events, attending awards ceremonies, speaking at events. Every quarter holds at least one event
- Nigeria slower but expecting more later in year.
- South Africa coming up slowly - Naa working with them

DPT outlined work of Diversity Committee with end of August will have report to ExCo to review before Tromso.

## **Close**

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There being no other business raised, the meeting closed at 13.30 UTC

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