

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

Date/Time: Monday, August 13, 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	DPT
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:

All present

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

---

**Minutes/Matters Arising** The minutes have been circulated with feedback received. The feedback is still to be incorporated.

### Matters Arising

- RL has sent out the draft GDPR draft paper and is awaiting feedback.
- KS has confirmed with WISTA Norway that the POTY gift this year will be the polar bear design selected by the ExCo via email discussion. They are now looking into possibilities for engraving.
- KS has confirmed with WISTA Norway how the costs and registration for Lena Gothberg (LG) are to be handled and RL had advised LG about how to charge back travel cost.
- DE has set up and set out notices for POTY voting. She has also arranged the auditor who is keeping her updated on voting progress. So far 9 votes received.
- Still waiting on WISTA Norway to provide information on Presidents' dinner. Preferred venue too expensive so they are seeking alternative arrangements.
- DPT has confirmed that a nomination has been received for Board Treasurer and there are sufficient nominations to require a ballot.

- Go forward ideas for the POTY to be discussed in Tromso
- DPT has asked if World Ocean Council can assist with the cost for panel members to speak at their conference. They have not yet replied.

**Additional Actions:**

- JG to send out latest copy of GDPR draft document to ensure all are working from latest copy
- DE to send list of countries that have voted for POTY to ExCo so they can follow up with those who have not voted.

**Financial Report**

- Current finance approximately 144,000 euros. Only minor invoices outstanding.
- It is confirmed that payment has been received from WISTA Hong Kong
- It is confirmed that there is one nomination for Treasurer
- It is important to start working on budget as this needs to be presented at AGM. There is likely to be more work due to increase in NWAs so may need to consider extra admin assistance. May also be additional costs due to involvement with IMO.

**Actions:**

- DPT and JG to get together to discuss level of involvement of IMO and likely impact on budget.
- RL to prepare a base budget for September Board meeting as a starting point for discussion.

**Action:**

- All ExCo to consider any new budget items and come prepared to the September ExCo meeting.

---

**Trademark**

- JG is in the process of drafting a report of the status of the WISTA trademarking and plan for further rollout of trademark protection.

**Action**

---

- JG to present trademark report for the AGM.

**Safety at Sea Awards** KS has received a request for sponsorship from WISTA for the Safety at Sea Awards. She has told them that WISTA International does not provide financial sponsorship for awards but are happy to support them by promoting the event among its membership.

**Agendas** Draft agendas have been sent to the ExCo for the AGM, ExCo meeting and Presidents RTD.

#### **Actions**

- DPT and DE to liaise and finalise then send out for final validation.

#### **Committee Updates**

---

##### **Diversity Committee**

- DPT confirmed the working groups are doing well and that the output of the project will be presented at the AGM.

##### **HR Committee**

- Scholarships have been awarded. ExCo acknowledged the hard work of the HR Committee who have been committed throughout the processes, especially Astrid Drent, Helen Joannou and Janine Heinicke who provided support all through 2018 and who will continue this year.
- DE confirmed that the member survey will go out to members this week and provide a basis for comparison from last year. Format and questions unchanged but some tweaking is being done to the explanatory notes as a result of feedback from last year's survey.
- DPT said that negotiations are continuing to find a provider to assist with a wider survey for the industry.

##### **Technology and Future Committee**

- DE confirmed that 22 members from 22 different countries had asked to join the committee. There may be some who sent their nominations to a different address so this is being checked.
- Currently waiting for members to determine which of the two groups they want to join, one focusing on technology and the other on future trends. It is hoped that another meeting can be held in August to firm up the objectives and projects for each group.

## **NWA Updates**

### **Europe/Middle East**

- KS stressed importance of getting the message out about the launch of WISTA Portugal.

#### **Action**

DPT to access social media and send out notice and all ExCo to promote in their regions.

### **Americas**

- Chile still pending not finalised. Currently showing on the website as active so JG to ask CSO to take it off until registration is complete.
- JG is keeping in touch with Mexico, but they are not yet ready to form.
- JG will now focus on supporting existing NWAs rather than focus on further expansion.

### **Africa**

- NWA Starter Pack has been sent to Ms Celia Cuffy Brown who has made enquiries about starting a WISTA Liberia.
- Various enquiries from South Africa. NA is supporting effort to revive WISTA South Africa
- NA has translated the NWA “start-up information” into French to give Francophone countries an idea of what would be involved in starting an NWA. Given to contacts in DR of Congo, Cameroon and Tunisia. They have been told that English is the language of WISTA and proficiency in English would be required.
- Updates provided on WISTA Morocco, WISTA Nigeria and WISTA Ghana. WISTA Ghana is planning to host the 6th Regional conference in 2019.

### **Asia/Pacific**

- SG still supporting Bangladesh.
  - Had enquiries from Vietnam but uncertain if this will be progressed
  - DE and DPT had attended the WISTA New Zealand and WISTA Australia AGMs. Great opportunity to hear the perspective of WISTAs in this part of the world. DE will provide support to the National Boards to help them integrate more into the international WISTA Community.
-

- DPT suggested that the International Conference could be recorded so those WISTAs in the Southern Hemisphere who cannot attend due to distance and high travel costs could still participate.

**Action:**

- DPT to research recording options and costs.
- DE requested that the name of the Spring meeting be changed to the mid-Term meeting or something similar, as the meeting only takes place in the Spring in the Northern Hemisphere (it is autumn in the Southern hemisphere. This was agreed.

**Any Other  
Business**

- 
- Discussed date of the mid-term meeting in Malmo (4-5 April 2019) to coincide with the WMU celebration. The ExCo was not consulted before setting the dates and they appear to clash with other events.

**Action**

DPT and JG to follow up to confirm dates and report back on possibilities.

**Close**

There being no other business raised, the meeting closed at 13.35 UTC

---