

Minutes of the WISTA ExCo Meeting

Date/Time: Wednesday 04 April 2019 at 10.00 UTC

Location: On-line Conference (Go-To-Meeting)

Present:

Despina Panayiotou WISTA Cyprus	Theodosiou President	DT
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Diane Edwards WISTA New Zealand	Secretary & Coordinator Australasia & Oceania	DE
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Connie Roozen WISTA Netherlands	Treasurer	CR
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Jeanne Grasso WISTA USA	Regional Co-ordinator Americas and Legal Advisor	JG
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Angie Hartman WISTA Greece	Regional Co-ordinator Europe	AH
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Sanjam Gupta WISTA India	Regional Co-ordinator Middle East and Asia	SG
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Absent with Apology

Naa Densua Aryeetey WISTA Ghana	Regional Co-ordinator Africa	NA
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Welcome DT welcomed all to the meeting.

Minutes The minutes of the March meeting are still to be circulated.

Finance

All active NWAs have sent in their membership numbers, except for Korea. CR and DE have both tried to contact the President by phone and email but have received no response. JG confirmed that WISTA International bylaws are clear that if no payment is received by 1 April, an NWA must be declared “not in good standing” unless they have made an arrangement with the Treasurer. As this has not been done by Korea, CR to advise them that they are not in good standing.

Formal guidelines for NWAs regarding status and the consequences of non payment of fees are to be drawn up prior to the AGM and circulated to all NWAs.

Lena Göthberg (LG) is in touch with WISTA Norway and will discuss sponsorship for the Norshipping event following guidance from WISTA Treasurer. ExCo will give final approval of any arrangements.

The Communication and Support Officer contract has been finalised and agreed but is still not signed.

Actions:

- CR to advise Korea that they are not in good standing
- JG to draw up guidelines for NWAs about status and consequences for non payment of fees.
- CR to send DT final contract for CSO to get it signed while she is in Sweden.

Strategy

The strategy has been sent to the Presidents and Contact Persons and will be discussed at the Presidents’ On-Line Meeting.

The motto suggestion for 2020 will be discussed at the next face to face meeting.

IMO

DT and JG have been working on the IMO guidelines. These are still a work in progress, but will be provided for the Presidents' On-Line Meeting.

DT had sent an update of her meeting with IMO prior to the meeting, summarised as follows:

1. IMO are very committed to the Diversity theme for 2019 but need help from WISTA.
2. WISTA and IMO are still to finalise the agreement on the industry survey, but the partnership to action is agreed. Options to contract a third party to conduct the survey had been explored and there is likely to be a cost circa £11,000, but IMO have offered to assist with the funding. IMO and WISTA will manage the survey and WISTA will ask the members of the HR Committee for support.

IMO wanted to announce the initiative in March, with WISTA updating the IMO HTW Committee in late April and reporting results at World Maritime Day in September 2019. DT has advised this is not a realistic timeframe, since the agreement with the third party has not been finalised. However, as per advice from the third party, as soon as we have agreed the terms of reference then the survey can be conducted within a few months.

3. NA reported that the WISTA Africa conference had 150 participants and that the survey had been announced by the IMO Secretary General Mr. Lim.
4. It was agreed that for the ICS, Intertanko and WISTA event supported by IMO, on 1 May 2019, the associations would share the cost at £500 each. BIMCO was also confirmed as a co-organiser of the event and they will also contribute £500 toward the expenses of the event.

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IMO (continued)

5. IMO have asked WISTA to participate in an event during the IMO FAL Committee on 10 April at IMO Headquarters. DT has advised WISTA will be represented on a panel for “Women, Ports and Facilitation” by JG.
6. The IMO Secretary General had visited Ghana with the Minister of Transport in attendance.

Action:

- DT and JG to meet with Helen Buni on 10 April to progress talks on IMO partnership and survey.

UAE

ExCo have received some correspondence about the decision to make UAE dormant. JG and DT to manage any correspondence on this subject.

Events

Norshipping

LG, who is managing the NorShippig event for WISTA, reported that the planned programme was very Norwegian oriented and provided feedback that there should be more international speakers.

London International Shipping Week

Progress is good and speakers are arranged. All that is left to do is a press release and Jillian Tobias will be coordinating.

Word Maritime Day

There is nothing yet arranged with IMO for WMD as the industry survey will not be complete. The UK government is willing to provide funds for a reception.

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Events
(continued)

2019 Mid Term Meeting

There is still some uncertainty about payment details.

Action:

- AH to ask WISTA Switzerland for more information on bookings and payments.

On-Line Presidents' Meeting

It was agreed that the agenda for the Presidents' On-Line Meeting would be :

1. DT - Welcome and strategy presentation
2. CR – Proposal and explanation for fee increase
3. JG - Guidelines for working with the IMO and update on Trademark
4. Sherice – Presentation on the International Conference
5. DT – Questions

JG highlighted the need to have prepared answers for any sensitive questions or comments involving specific NWAs.

Cayman Islands

JG stated that the website is ready to launch but they are waiting for the link.

Action:

- JG to follow up with Sherice about the Conference website and FAQs for Cayman Islands

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Events
(continued)

Sponsorships are progressing with three key sponsors arranged. There is a small but committed organising committee. The programme is:

- Tuesday daytime - ExCo meeting
- Tuesday evening – Reception at Governor’s House for ExCo and Cayman Islands’ Board.
- Tuesday evening – Sunset cruise for other delegates who have arrived.
- Wednesday early morning - beach cleanup.
- Wednesday daytime – Presidents’ meeting with food and nibbles.
- Wednesday evening – Formal Opening Ceremony to be attended by senior Cayman dignataries.
- Thursday daytime - Conference with a four topic theme (empowering women in maritime; doing business in the global economy; technology; environmental). There will be a combination of speakers, panel discussions and breakout sessions.
- Thursday evening – Bar-B-Q
- Friday morning – Half day of conference with panels and speakers concluding at 11.30, followed by lunch
- Friday afternoon – activities
- Friday evening - Gala event and costume party.

It is expected that there will be participation from WIMAC and IMO.

Trademark JG is progressing filing for countries covered by the Madrid Convention and has been in contact with other NWAs about assistance they can provide. There were four offers for pro bono legal work to progress in countries not covered by any of the convention countries, but WISTA International would need to pay for the actual filing fees.

Action:

- JG to provide a Trademark Status Chart for the May ExCo meeting.

Protocol Updates Protocol documents are complete and posted online. Articles are not urgent at this point.

- Closed

NWA Updates

Africa

WISTA Africa is progressing well. NA is meeting with and/or in contact with women from Angola, South Africa and Morocco.

Asia

- SG discussing WISTA China start in Shanghai
- Bangladesh still progressing
- Lebanon is progressing but SG needs to ensure they are not representing themselves as WISTA until they have officially formed.

Americas

- Focus has been on the International Conference

Europe

- AH has been in contact with Bulgaria about possible start up.
- It is possible that two members from Greece will transfer to Romania if a NWA is established there.

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**NWA Updates
(continued)**

Australasia

- DE confirmed that Australia wished to bid for the 2022 conference and had no concerns about missing out on 2021. DE is encouraging the Australian President to attend the Cayman Conference (as per the International Conference Protocol) so she has a good idea of what will be expected in hosting a WISTA International Conference.

Three WISTA NZ members will be attending the WISTA Asia Conference. DE is also promoting this conference in Australia.

**Diversity
Committee**

The Pledge is out and ExCo discussed ways in which they were promoting its signing.

There was some general discussion on the idea for producing a video called "Advice to my Younger Self". ExCo to have a separate meeting to discuss with LG and Jillian Tobias.

Action:

- DT to arrange an extra ExCo meeting to discuss the video.

HR Committee

The HR Committee continue to support the scholarship students and have expressed willingness to assist with the industry survey. DE is planning to send the next member survey in August as per previous years and it will be important to make sure members realise the different focus of each survey.

Action:

- DT to meet with the HR Committee to discuss the industry survey

**Technology &
Futures
Committee**

Six working groups continue to work on their white papers. All are at different stages, with one group close to sending their first draft out for feedback.

Other Business

There was no other business

Close

The meeting closed at 13.05 UTC.

Summary of Actions

Added this Meeting

Actions	Assigned to:
Advise Korea that they are not in good standing	CR
Draw up guidelines for NWAs about status and consequences for non payment of fees.	JG
Send DT final contract for CSO to get it signed while in Sweden.	CR and DT
Meet with Helen Buni on 10 April to progress talks on IMO partnership and survey.	JG
Ask WISTA Switzerland for more information on bookings and payments.	AH
Follow up with Sherice Arman about Conference website and FAQs for Cayman Islands	JG
Provide a Trademark Status Chart for the May ExCo meeting.	JG
Arrange an extra ExCo meeting to discuss the video.	DT
Meet with the HR Committee to discuss the industry survey	DT
Distribute Job Descriptions and Board Protocols with papers for Spring meeting.	DE

Actions Brought Forward from Previous meetings

Develop budget for Norshipping	CR and DT
Finalise LG's contract.	DT and CR
Speak to each member of Communications Committee to advise them of decision to dissolve the Committee	DT
Coordinate review of Articles	JG