

## Minutes of the WISTA ExCo Meeting

**Date/Time:** Monday 8 July 019 at 10.00 UTC

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

**Present:**

Despina Panayiotou Theodosiou WISTA Cyprus	President	DT
Diane Edwards WISTA New Zealand	Secretary	DE
Connie Roozen WISTA Netherlands	Treasurer	CR
Jeanne Grasso WISTA USA	Member	JG
Angie Hartman WISTA Greece	Member	AH
Naa Densua Aryeetey WISTA Ghana	Member	NA
Sanjam Gupta WISTA India	Member	SG

<b>Welcome</b>	DT welcomed all to the meeting.
<b>Minutes</b>	The minutes of the ExCo Meeting held in April & May are still to be confirmed and the June Minutes have not been circulated.
<b>Finance</b>	<p>CR confirmed that Korea have now paid their membership fees. Morocco and Hong Kong have not yet paid but had agreed a change of payment date as both need to open new bank accounts. DT and JG noted that until payment had been paid in accordance with the agreement struck with the Treasurer, they would not be eligible to vote in the Personality of the Year awards nor the ExCo elections.</p> <p>CR said that no invoice had been received for extra work from Lena Göthberg (LG) yet but there has been agreement about her hourly fee. LG is currently doing extra work to assist with the Caymans Islands Conference. JG said that Sherice Arman had things well in hand and was getting support from her board but would check what other help she needs from WISTA International.</p> <p>CR is collating the time commitment of ExCo members. Only DE has sent in hours so far. CR said she would send out a template to assist.</p> <p>CR is working on the corporate membership proposal. She has also talked to Cecilia Torbrand from the Maritime Anti-Corruption Network to get information on how maritime foundations fund maritime organisations.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• JG to check with Sherice Arman about level of support she needs from WISTA International</li><li>• CR to check on the additional hours being worked by LG and request invoice.</li><li>• CR send out template to assist in collating time commitments.</li><li>• DE to confirm to Dorothea Ioannou (Nominations Committee) which NWAs are in good standing for voting purposes.</li></ul>

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## **Event Debrief**

### **Silver Bell Awards**

DT and JG attended the Silver Bell awards. This was great recognition for WISTA and a huge honour. It was an excellent event and received good coverage.

### **WISTA Asia Pacific Conference**

DE, SG and DT attended the Asia Pacific Conference and said it had been an excellent event and was very well attended. As well as delegates from Hong Kong, there were many attendees from Singapore and also others from Malaysia, Japan, Korea, India, Australia and New Zealand. The conference was a mixture of formal events, social events and presentations on a variety of subjects.

### **Day of the Seafarer**

DT said WISTA Cyprus together with the Cyprus Shipping Chamber had celebrated the Day of the Seafarer with the Natasha Brown from the IMO and DT speaking at the Forum. This was good exposure for WISTA.

### **Other Meetings**

SG met with Capt Pradeep Chawla of Anglo Eastern, which had led on from conversations started at Nor Shipping, about “Empower the Bystander” training. SG was keen for this to be promoted by WISTA or perhaps become a joint project with IMO.

DT had received questions about specific interventions we are doing with IMO from the IMO CCC and has confirmed the first intervention will be at the IMO Council mid-July.

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## Pending Events

### Annual conference

JG had spoken to Sherice Arman (SA) who had indicated that the only thing left to be done was to encourage more people to join. However, others had heard that she was still struggling. It was indicated that SA had been trying to contact Helen Buni and there might be people attending from the Glofouling project team. It was also noted that the number of sponsors are low and the speakers are not yet on the website. JG will follow-up after meeting.

JG stressed the need to send fortnightly emails to NWAs and to the whole mailing list to encourage attendance and not to rely just on social media.

#### **Actions:**

- JG to speak to SA to ask what help she needs generally, and to get the speaker names on the website.

### AGM

DE raised that a remit needs to go out with the notice for the AGM to let people know that there will be a vote about increasing fees. This should be accompanied by an explanation so that Presidents can discuss with their NWAs. DT, JG and CR agreed to work on the wording for the remit and the accompanying information.

#### **Action:**

- CR, DT and JG to draft remit and explanation for AGM
- DE to send out notes to Presidents asking who will be representing their NWA at the RTD and the AGM.

### Presidents Round Table Discussion

DT said that ExCo need to think about the discussion topics for the RTD. DE had recorded items agreed at previous ExCo meetings. These include:

- Reasoning for the increase in fees
- ExCo structure

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**Pending Events  
(continued)**

- Potentially involving ExCo more in the organisation of the International Conferences
- Scholarships and NWA responsibilities
- IMO actions and contributions
- Relationship between WIMA and WISTA
- Guidelines for working with the IMO

The Diversity Committee and Futures and Technology Committee should also give reports.

**Presidents On-Line Committee – Press Officers Meeting**

AH asked if it was necessary for all ExCo to attend the Press Officers meeting. DT said that ExCo did not need to attend, but there would be a recording available if they want to hear what is discussed and they should also encourage their NWAs to register to ensure the President and webmasters/communications people are there.

**Actions:**

- ExCo to encourage NWAs to attend Press Officers meeting

**World Maritime Day in Cartagena, Colombia**

DT and JG are registered and LG is also attending and moderating a panel, WISTA will not incur a cost for this event.

**Mid-term Ghana 2020**

NA said the theme has been confirmed as New Technologies. The venue is confirmed as the Marriot International Hotel not too far from the Airport. The date is still to be confirmed but is now likely to be in May 2020 as this will be more economical than April 2020.

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## General IMO

DT said she had had a good meeting with the HR Committee to ensure that they understand what WISTA is trying to achieve. It had been decided that the HR committee, ExCo and Helen Buni would draft the parameters for the survey to ensure the consultant was clear about the scope and goals.

DT said that the IMO Secretary General is happy with the contribution WISTA is making and he said that in terms of high social media profile for the IMO theme Empowering Women in the Maritime Community, this has been one of IMO's most successful years.

DT stressed that we need to make sure people are clear about the guidelines for working with the IMO. JG said the Kathy Metcalf may be able to help and we should leverage her experience.

JG said there had been discussions about the relationship of WISTA and the WIMAs in her region. It was agreed it was essential to involve Helen Buni and try and show how the two organisations can cooperate

### Action:

- DT to send note to Helen Buni about discussing relationship of WISTA and WIMAs.

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## Personality of the Year

DE confirmed that the POTY voting survey has been set up to allow people to vote and Baubre Murray of Dowse Murray Chartered Accountants has volunteered to be the voting auditor. LG has confirmed that Presidents have been sent the link to profiles and the survey and LG will be promoting heavily on social media.

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**Regional  
Updates**

**Africa**

NA said she had been working with Cameroon and Sierra Leone who had been provided with information about WISTA.

**Americas**

JG has provided information to El Salvador, Guatemala, Mexico and Colombia. Colombia are closest to forming and help has been offered by WISTA Venezuela and WISTA Brazil.

**Asia and Middle East**

SG had to leave the meeting but said she did not have anything specific to report.

**Europe**

AH is continuing to answer questions and build relationships with various people interested in starting an NWA but there is no progress to report.

**Australasia**

DE said WISTA NZ continues to hold regular meetings to celebrate their 5th anniversary. They have their AGM coming up and for the first time since formation there is likely to be change in President. Two people from NZ attended the WISTA Asia Pacific Conference.

The President of Australia attended the WISTA Asia Pacific Conference and has indicated that WISTA Australia is interested in hosting the conference next year as a trial run for the WISTA International Conference they hope to host in 2022.

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## Committees

### Diversity Committee

DT said no meetings had taken place recently and they are still waiting for ExCo feedback.

### Technology and Futures

There was some discussion about the whitepapers being developed by the Committee. DT and DE clarified that the intention was to have thought leadership emerge through the whitepapers, which might then be used to promote WISTA. The committee had met, and it had been decided that each paper would have a section which would relate the topic to a gender diversity issue or opportunity.

The papers would also be used to show that women can discuss more than just gender diversity and may form the basis of the speaker bureau that is to be set up on the website. White papers themselves might be the basis of articles in journals.

Three white papers have been prepared. All need further work but represent considerable commitment from the group. Those participating should be acknowledged for the time and effort they have put in.

### HR Committee

DE reported that the HR Committee is in the processes of vetting nominations for the 2020 ICS scholarships. They are getting very strict about checking for commitment and time availability and have said that they will be expecting NWAs to take more responsibility.

DE also said the Member Survey for 2019 is ready to go and will be sent out in the first week of August.

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## Other Business

There was no other business

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## Close

The meeting ended with DT thanking everyone for their participation.  
The meeting closed at 11.20 UTC.

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## Summary of Actions

### Added this Meeting

Actions	Assigned to:
Check with Sherice Arman about level of support she needs from WISTA International and what help she needs to get the speaker names on the website.	JG
Check on the additional hours being worked by LG and request invoice.	CR
Send out template to assist in collating time commitments.	CR
Draft remit and explanation for AGM	CR,DT and JG
Send out email to Presidents asking who will be representing their NWA at the RTD and the AGM.	DE
ExCo to encourage NWAs to attend Press Officers On-Line meeting	All
Send email to Helen Buni about discussing relationship of WISTA and WIMAS	DT
Themes for WISTA planning 2020 events to be discussed at Cayman. DT requested all to bring their ideas to Cayman	ExCo

Carried Over from Previous Meetings	
Finalise Lena's contract.	DT and CR
Update the AGM and Nominations Committee Protocols.	JG
Speak to each member of Communications Committee to advise them of decision to dissolve the Committee	DT
Coordinate review of Articles	JG