

## Minutes of the WISTA ExCo Meeting

**Date/Time:** Friday 11 October 2019 at 09.00 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 March, April, May, June to be finalized by all and signed off before the International Conference. It is important that all ExCo make this a priority.
<b>Finance</b>	<p>The financial statements are complete and have been signed off and are ready to be circulated. A budget has been prepared for 2020 which will also be circulated.</p> <p>The paper with the rationale to increase fees is nearly final and will be circulated to the ExCo to review. This should be done promptly because it needs to be sent out to the NWA as soon as possible. ExCo should contact NWAs in their region encouraging support.</p> <p>Regarding the Corporate membership project, Magdalene Chew (WISTA Singapore) has prepared a draft proposal and CR is to check on current status as it is scheduled to be presented and discussed at the RTD.</p> <p>As Hong Kong and Korea have now paid, they are in good standing but cannot vote as they missed the voting eligibility date.</p> <p>Morocco is not in good standing.</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"><li>• CR to send out Accounts, Budget and Fees paper</li><li>• CR to liaise with Magdalene Chew about presenting the Corporate membership proposal at the RTD.</li></ul>

---

### Cayman islands

JG reported that there are now approximately 175 registrations, and the programme is finalised.

It is noted that Columbia and Bangladesh cannot vote because they formed after 1 July 2019.

The Action List related to the Cayman Island meetings and Conference was updated and is attached to these minutes.

An email had been received by ExCo from Karin Orsel (KO). DT to first speak to KO regarding her recommendations before formally writing a reply.

**Action:**

- DT to contact Karin Orsel

---

### Agenda for ExCo Meeting

Discussed what needs to be included on the Exco Agendas. It was agreed to include the following items.

- Review DT's presentation for Presidents' RTD and for AGM
- Review JG presentation on Trademark and Articles
- Review DE presentation on member survey
- Review CR Finance presentation – Accounts and fee change
- Set priorities to enable the finalisation of the budget
- Discuss sustainability of WISTA
- Review AGM processes – order of presentation, voting procedures etc
- Review of the Corporate Membership paper
- IMO and our aims /theme

**Action:**

- DE to send out draft agenda and all to advise any additions.
-

---

## Advisory Boards

DT discussed forming an Advisory Committee that would include former members for ExCo and others at ExCo's discretion to advise ExCo on a periodic basis but with no executive powers. This would provide a mechanism for former ExCo members to have a voice.

She also discussed the possibility of appointing Regional Representatives. She said the span of each region that ExCo were supporting, and the growing number of NWAs, means that the workload is becoming unsustainable.

It was agreed that this needed more time for discussion and should be added to the ExCo Agenda for the face to face meeting in the Cayman Islands.

### Action:

- DE to add Advisory Boards discussion to the Agenda of ExCo meeting.

---

## Regional Updates

### Europe

AH is liaising with women in Ukraine but they must agree on their leadership. AH is also liaising with women in Lebanon and Bulgaria. Romania have registered WISTA but have not yet submitted their constitution. This needs to go to JG for review.

The women seeking to set up WISTA Malta discovered it is still registered so they will revive the NWA continuing under the established constitution. JG suggested they resubmit the documentation so the articles and constitution can be checked and approved again.

### Action:

- AH to ask Malta to submit their constitution and articles for review.

Continued on next page

---

**Regional  
Updates  
(continued)**

---

**Africa**

NA advised that Angola have sent in their constitution which is now translated from Portuguese to English. They have almost completed their registration and NA has their member and Executives list. They still need to pay their fees for official recognition. JG asked NA to send the documentation for review and approval before they are invoiced.

NA advised that Cameroon has finalised their constitution and submitted the list of 10 members and the Executives. They are finalising the registration which will be translated and then sent for approval.

Sierra Leone and Liberia are both progressing. They have received the documents and protocols for the start-up of an NWA and are working on them.

**Action:**

- NA to send the documentation for Angola to JG.

**Asia and Middle East**

SG confirmed that Bangladesh is now established. They have not yet paid but this should be completed soon. SG asked if the President could attend the AGM if payment was received in time. It was confirmed they could attend but would not have voting rights as they had missed the cut-off dates.

SG advised that Pakistan has had their application for registration rejected. There is political tension between Pakistan and India which limits SG's ability to support them. It was suggested that DT assist by leveraging contacts in the IMO.

Malaysia have tried to register but have been told that they must have a member representative in each of the 7 states. This may prove difficult and SG will continue to support. Again DT will talk to the IMO representative to ask for his help.

---

---

### Americas

JG reported that Mexico have formed, and all documentation has been received and approved so CR can now send invoice. There is some interest in potentially forming a WISTA Guyana. However, although the Minister has reached out, indications suggest they are now leaning towards WIMA. JG said that there is some interest in Guatemala and that Bermuda is once again active.

## **Committees**

---

### **Diversity Committee**

DT said no meetings had taken place recently.

### **Technology and Futures**

The Committee has not met recently but there is ongoing discussion by email. A template has been created to try and get a consistent look and feel. It is also designed to help the groups think beyond research and explore “blue sky” thinking and also consider how it links with diversity, inclusion and leadership. The template was developed by Aimee Chords (WISTA USA) Marjolein van Noort (WISTA Netherlands) and Sofia Fürstenburg Stott (WISTA Sweden).

DE will circulate the papers when they have been reworked in the template.

### **HR Committee**

DE reported that the Scholarships for the coming year have been awarded and the Committee have been active in their support. They are keen to share the results for the scholars who have just finished at the RTD as they still believe NWAs could be providing more support. The results are better than last year but there is still major room for improvement.

## **Committees (continued)**

---

### **HR Committee (continued)**

---

---

DE also said the Member Survey for 2019 has closed with around 500 submissions.

---

**Close**

The meeting ended with DT thanking everyone for their participation and encouraging everyone to keep communicating via email to check on the progress of the action list for the Cayman Islands.

The meeting closed at 10.30 UTC.

---

### Summary of Actions

Actions	Assigned to:
Send out Accounts, Budget and Fees paper	CR
Liaise with Magdalene Chew about presenting the Corporate membership proposal at the RTD.	CR
Contact Karin Orsel	DT
Send out draft agenda and all to advise any additions.	DE
Add Advisory Boards discussion to the Agenda of Exco meeting.	DE
Ask Malta to submit their constitution and articles for review	AH
Send the documentation for Angola to JG.	NA