

WISTA International Executive Committee
Minutes of Spring Meeting

DATE: Monday, May 04 and Wednesday May 06, 2020

In Attendance: Despina Panayiotou Theodosiou (DT) Alexandra Anagnostis (AA)
Connie Roozen (CR) Sanjam Gupta (SG)
Naa Densua Aryeetey (NA) Fabiana Martins (FM)
Angie Hartmann (AH)

Prior Meeting Minutes PENDING:
August 2019

04_May 2020

The meeting was called to order at 12:07 hrs UK time.

1) Posting of Minutes to WISTA Website

Discussion on posting of the ExCo minutes to the WISTA Website. Before the website was redesigned to its current platform, the minutes of ExCo meetings were posted.

It was decided that the minutes from the Annual General Meetings, NWA Presidents Round Table Discussion held prior to the AGM, and a pdf copy of the monthly newsletters will be posted to the website.

It was also discussed and agreed that we need to approve prior minutes at the start of each meeting.

Action items:

- .1) AA to ask Diane Edwards (immediate past Secretary) for the August 2019 minutes.
- .2) FM to check the Articles of Associate to determine if the monthly ExCo meeting minutes need to be made available to all members.

Post-meeting update: It is clarified that the minutes of the ExCo meetings need to be circulated to the members, therefore the ExCo meeting minutes will continue to be posted on the Knowledgebank.

2) 2020 WISTA International AGM & Conference – Current status due to COVID-19

DT and CR have been in close contact with WISTA Germany President with meetings on a weekly basis. WISTA CSO (LG) was invited to the last call as it relates to a communication piece to go out to all NWAs.

All agree that a decision needs to be made soon on having the AGM in person or moving to a digital platform. Main issue at the moment is that the German government has not announced a nationwide extension of the cancellation of large events through September. The current restriction is through August. The decision is made at the city level and an announcement is expected this week (week of May 4th).

The options today are:

A) Cancel the event altogether and move the AGM portion online.

The thought is then to move our AGM & Conference to Hamburg for 2021. This has been discussed with both WISTA Germany and WISTA Brazil (chosen to host 2021). FM confirmed that there is nothing in the Articles of Association which prevents us from moving the AGM online.

B) Move the AGM and Conference to later in the year (2020). This is not WISTA Germany's preferred option.

LG summarized all of the questions from the online President's meeting (from the chat panel) and has submitted to DT.

DT suggested that if the event is cancelled and WISTA Germany incurs a 25K Euro loss, WISTA International should consider contributing 50% of the loss considering the extraordinary circumstances of a global pandemic. It is important that any amount absorbed by WISTA International is noted as a special case to ensure there is no precedent set.

3) **WISTA International 2020 Elections**

If we move to an online AGM, we will need to have the Nominations Committee prepare for online voting. This will include candidate presentations, voting, etc. It is important to note that the elections have to happen on the day of the AGM.

Discussion on the list of nominees:

CR and AH confirmed their desire to run for another term.

SG is terming out.

For the seat being vacated by SG, we should encourage someone from Asia-Pacific to ensure global representation. SG and AH offered suggestions from WISTA Singapore, WISTA Hong Kong, WISTA Sri Lanka, and WISTA Philippines.

Given the global crisis caused by COVID-19, consideration needs to be given to the possibility of no one stepping forward for the open seat and/or if an ExCo member needs to step down before completing her two year term. We need to consider what happens in such a case.

4) **Nominations Committee**

As of the time of our meeting on Monday, May 4th, only 41 NWA Presidents & Contact persons (of the 118 sent) had opened the *Notice to NWAs for Nominations for ExCo Positions*. AA triggered another email to those who had not opened it as yet.

According to the Articles of Association, the Nominations Committee is meant to serve for two years. The current committee has been in place since 2018. AA to send a note to each member on the NC thanking them for their service and advising that ExCo will be soliciting the NWAs for their recommendations.

Action Items:

- .1) AA to send out an email to the current Nominations Committee thanking them for their service.
- .2) AA to send out an email to NWA Presidents asking for recommendations on Members to serve on the Nominations Committee.
- .3) AA to develop a schedule of tasks as dictated by the Articles of Association and distribute to ExCo for input.

5) **Diversity Award instead of Personality of the Year Award**

The Diversity Award will be awarded to a company and the Personality of the Year award will be awarded to an individual. These awards will be announced on alternating years. SG has drafted a Protocol for the Diversity Award for DT's review.

Considering the current global crisis, do we move forward with a Diversity Award this year? Still to be decided.

6) **2020 NWA Special Anniversaries**

To be recognized at our 2020 AGM:

- | | |
|--------------------------|----------|
| a) WISTA Denmark | 30 years |
| b) WISTA Finland | 25 years |
| c) WISTA The Netherlands | 20 years |
| d) WISTA Australia | 10 years |
| e) WISTA Ghana | 10 years |
| f) WISTA Switzerland | 10 years |
| g) WISTA Korea | 5 years |

In addition to certificates presented at the AGM, WISTA International also makes the following donations:

- | | |
|---|-----------|
| 30 th Anniversary | 250 Euros |
| 25 th & 20 th Anniversary | 150 Euros |

If we have to move the AGM online, we will announce the anniversaries and present the certificates when we meet in person in 2021.

7) Future AGMs -WISTA International's Involvement

As agreed at the 2019 AGM held in the Cayman Islands, WISTA International will take a more active role in organizing the annual AGM & Conference. DT, CR and AA to form a group to discuss how to move forward.

We need to consider Event Insurance in each country, and check if it is available. We should ask other organizations like IAPH and Intertanko if they have secured such coverage. FM suggested to look at [TED Talks](#) as well.

8) Trademark Progress

DT outlined the following:

UAE: As of April 29th, it was confirmed that the trademark expert reported the payment had been made, we have the official receipt. Blank Rome is handling this with the help of a local firm (Ince). The trademark is approved provided no third-party files an opposition. It has been published without opposition; now we have to wait for the processing to be completed.

Turkey: There was one objection from a company which has a trademark of VISTA. WISTA Turkey President Nazli Selek's firm (NSN) is helping us with this opposition. They are moving forward with an appeal. No word as of March 4th.

Hong Kong: As of April 21st, the trademark application was advertised on April 17th and is subject to a three-month opposition period. Assuming no oppositions, it will proceed to registration.

Columbia: No update to date. Jeanne Grasso's last update stated that we can add Canada, Columbia and Mexico to the Madrid filing.

For the AGM, we should ask Jeanne Grasso to make a short presentation on the progress and status of trademark applications.

The meeting is adjourned until 06 May 2020

06 May 2020

9) Advisory Group

There was a lot of great discussion on the topic without an agreement on the Protocol draft put forward. It will be reviewed again, taking into consideration the Ambassador

Protocol as well, and redefine. It is important for ExCo to agree on the “use” and function of the Advisory Group.

Action Item:

.1) DT to revise the draft and outline her original idea.

10) Regional Representation

Further to the presentation on the subject during the April NWA Presidents’ Online call, it was agreed that it is important to get this finalized soonest.

All agreed to move to regions assigned as letters (Region A, Region B) to prevent any hierarchy caused by using numbers and or arguments when trying to break down using geographical assignments.

Action Item:

.1) CR to develop the table of regions and ExCo to start assigning names/contacts. Final draft of the table to be sent out prior to our June ExCo meeting.

11) Financials

CR presented the mid-year financials. It was discussed including the mid-year financials with the Minutes of the Mid-Term ExCo meetings. To be agreed upon if we are not required by the Articles of Association to distribute the minutes. The minutes illustrated the increase in fee revenue as a result of the additional 10 Euros per member *and* the increase in members (3700 members). In general, the costs have been lower except the trademark fees which have been higher than expected. It is expected that there will not be a loss for this year.

Action Item:

.1) FM to confirm if minutes must be distributed to all members and/or NWA Presidents.

AA left the meeting at this point

12) Revision to Articles of Association (AoA)

DT provided an overview of what was discussed during the 2019 AGM.

The goal is two-fold:

- A) Revise the current articles for greater clarity
- B) Update the effectiveness of the document.

It is important to have a UK lawyer involved in the team of lawyers that will undertake this task. For the sake of a streamlined process, it needs to be a small team.

The ExCo should put questions to the NWAS on specific items and have a clear structure

for this process. There should be brainstorming sessions, to address a number of important items, such as ensuring an appropriate number of seats on ExCo, a global perspective of criteria for membership in WISTA, etc. The ExCo will manage this whole process.

For the brainstorming sessions, DT has the names of those who volunteered at the Cayman Islands RTD in 2019. She suggested we send out an email to all NWAs inviting one member maximum from each NWA with Board experience or long-term membership. Depending on how many people volunteer, an efficient way of having this discussion is sending out questions in writing and asking NWAs to provide their opinions. We need to ensure that the NWAs understand the significance of revising our AoA to reflect our increase in global reach and increase obligations such as those because of our consultative status with the IMO.

DT will be heading the brainstorming session and overall discussions. FB will be heading the group of lawyers.

13) Committee Updates

There was some very important discussion on the need to truly support the work done by the Committees and ensure that the feedback and responses from ExCo are timely and effective.

DT suggested that we should create a Protocol on the Committees, including a term for the committees.

During the online NWA Presidents meeting, all Presidents were asked to reach out to their Members and ask if they would like to serve on the current committees. AA to send out an email asking for confirmation reiterating that terms will be for two years with members offered the opportunity to continue or step down. We will list all the Committees in the email, including the newly formed Trade Committee and Young WISTA (details to be developed), and the mandates of the Committees.

FM mentioned the suggestion she has heard for a Committee on Ports. SG suggested to include Logistics as well. DT agreed that it would be interesting to start and Lluëlis (Judy) Espinal from WISTA Dominican Republic was suggested as the head of such a Committee, as she has expressed interest in the past for Ports issues to be discussed more within WISTA. DT to call her to discuss the opportunity to form such a Committee and what the mandate could be. DT will be the ExCo liaison responsible for the Ports Committee.

With respect to the HR Committee, the members have been serving for about four years and have contributed greatly. We need to give special recognition to their efforts.

During the discussion, NA gave an overview of the discussion of the ICS Scholarships with

members of the HR Committee. The HR Committee feels that ICS Scholarship recipients do not respect the award and the HR Committee has to continually follow up with them, often with no results and/or response. The HR Committee suggests that we graciously bow out of this program. DT was concerned with this and advised that an MoU was signed with the ICS for ten (10) years. We need to really consider how to move forward with this program. SG suggested that the NWA Presidents get more actively involved. The ICS sponsor five (5) scholarships each year. It was agreed to continue and let the ICS follow up with the scholarship recipients directly as responsible adults.

Regarding the WISTA Membership Survey which is part of the HR Committee's mandate, DT suggested that we put this survey on hold until 2021 considering the other surveys being conducted and the current Committee workload. Furthermore, following the experience from the last 2-3 years of conducting this survey, perhaps it is best to conduct it every second or third year and not on a yearly basis.

Action Items:

- . 1) DT to undertake to find the mandates for the Committees and develop same for the Young WISTA Committee.
- .2) DT to discuss the development of a Committee on Ports (and Logistics) with Judy Espinal and revert to ExCo.
- .3) DT to draft an email thanking the Committees for all of their support and hard work and advising the ExCo will be defining terms and will be reaching out to the NWAs to nominate new people. If they wish to continue to serve, they simply need to notify their NWA President.

14) Projects

A) Women in Maritime Survey

DT together with Helen Buni from the IMO are collaborating with HIS Markit on this project and following some difficulties due to Covid, the meetings have now resumed on a weekly basis.

B) UNCTAD

AH together with Yasmina Rauber have scheduled a meeting with UNCTAD to enquire of the steps that need to be taken. DT has prepared a presentation for them to submit to UNCTAD about WISTA International.

C) Diversity Booklet

SG is working together with AngloEastern to launch a survey for female active seafarers, and the answers will provide the basis for the 2nd Edition of the Diversity Booklet.

D) Mare Forum

CR updated the ExCo on the discussions together with Mare Forum, and that they are willing to commit to banning male-only panels and also sign the WISTA Diversity and Inclusion Pledge. An agreement is drafted to be proposed to them.

DT also mentioned that there needs to be a review of the description of WISTA on our website. The AoA do not actually mention that WISTA is a “networking association” as we have come to describe WISTA, however networking is one of the goals of the Association.

15) Sponsorship Matrix

DT shared that Jillian Tobias has created a [matrix](#) outline the criteria against which WISTA International will agree to sponsor a conference.

Action Item:

.1) All are asked to review and revert with their comments.

16) Social Media Guidelines

AH asked if we have any social media guidelines in place today. DT advised that there are no current guidelines on social media specifically (there is a protocol on Media generally) but she recalls a discussion during one of the Round Table Discussions on the subject identifying what can be posted on WISTA International groups. Perhaps now is the time to create a Protocol on the subject.

FM asked if there have been any recent issues where the WISTA International Code of Conduct were used to address a situation. No one recalled any recent situations but it’s not clear that all NWAs know of the document’s existence. Perhaps we should remind them, so they know it is available if/when needed. Referencing a specific situation that was encountered recently, a certain NWA complained for the behaviour of one of its members and asked the advice of the ExCo. Furthermore it was discussed if WISTA International act when it is the NWA President whose behaviour is questionable, especially when WISTA’s brand is being impacted. There again have been cases in the past when WISTA International received such complaints. To be discussed further at our next ExCo meeting including recommendations for NWA constitutions to ensure there is a path for internal resolution at the NWA level.

17) WISTA International traveling to Ghana

CR asked if the ExCo is still going to Accra in July. NA asked if it is still possible. ExCo members shared their countries have a ban on flights due to Covid-19. Quarantine was discussed as well, that is applied in various countries. To be reviewed, discussed and a decision to be made.

DT advised, that if there is any possibility for travelling, then we should do the meeting in Ghana, because apart from Morocco, the ExCo never visited Africa in the past. If it cannot happen in 2020, then we will try to do it in 2021 or when it is safe for everyone to travel.

Next meeting is scheduled for Monday, June 1, 2020.

There being no further business the meeting ended at 15:00 hours UK time.