

Autumn General Meeting

19 September 2020



Minutes

Attendees

Board: Hanna Tomasdottir (HT) (President), Maurice Cheng (MC) (CEO), Richard Weynen (RW), Lluís Horta (LH), Dimitri Boulenger (DB), Alex Boon (AB), Jonathan Bailey-Teylechte (JBT)

Attending: Dirk Segers, Evangelos Evangelou, Gabriella Bragée, Susan Farwell, Nancy Spence, Fermin Lopez, Tomas Collin, Nina Mittendorfer, Robert Grech, Glynis Fox, Georgina Leelodharry, Cameron Paulberg, Jean Bofferding, Annie Bach, Zangenberg, Gregorio Barroso, Laura Lee Kämpila, Evangelos Skotiniotis, Matthew Redford, Mendel Blokland, Michel Van Espen, Christin Stormyr, Nejc Mijik, Chiara Arienti, Sandra Lois, Rui Coelho, Katie Griffiths, Fernando Baptista, Belinda Chavasse

1	Introduction	
	<ul style="list-style-type: none"> MC confirmed the representatives for each country and assigned proxies. He advised the meeting of the voting process, with voting members going into a separate virtual room to show ID for verification purposes. A screenshot was taken of the voting representatives. Voting would be done by a physical show of hands on screen, and there would be no secret ballot. 	
2	President's Report	HT
	<ul style="list-style-type: none"> HT thanked the Board and members for their support shown since the meeting in Lisbon when she was elected President Everyone was thanked for their hard work There is good value for members It was noted that we are stronger together, particularly shown during COVID She updated the meeting on activities which include phone calls, emails with engagements several times a week. Establishing the working groups has been a big step and these were introduced Supportive letters have been written, some for regulation and some for COVID. The Board met more frequently during COVID, as well as more members network meetings. More lobbying is needed and support is to be given to anyone lobbying. Consideration as to how to encourage more countries to join is being given. The list of countries that do not belong will be 	

	circulated so that all members could send through contacts to HT / LH	
3	The EFFO Business Plan & Budget 2021	MC
	<ul style="list-style-type: none"> • MC introduced the draft business plan, advising that he had taken the proposals from working group chairs and incorporated them into a Business Plan with the support of HT and JBT • There are two general meetings a year. One in Spring to sign off annual accounts, and one in Autumn to review the business plan and budgets for the year. • The current Business Plan is a working document • <u>The key objectives are</u> <ul style="list-style-type: none"> ○ Growth in membership ○ Formal integration of Working Groups into EFFO development and planning ○ CEN Review engagement continues ○ Strengthen sharing of good practice ○ Continuing support for members in critical areas such as COVID-19, national challenges and opportunities • <u>The key research projects are:</u> <ul style="list-style-type: none"> ○ Define Strategy to implement new group mission, to disseminate existing osteopathic evidence, and educate osteopaths in the use of research in clinical practice ○ Develop programmes with other Working Groups where research can support or enhance communications, regulation and education ○ PROMs rollout continues ○ Engage with NCOR and COME to identify research priorities in osteopathy • It was asked whether EU funding could be obtained, and it was agreed that fund sources would be identified • When lobbying for osteopathy, the negative effects could be highlighted, eg problems arising from the lack of regulation and Robert Grech agreed to talk to the Chiara Arienti. Being “too safe” presents an issue. It is important to protect the general public. It was noted that this subject could be discussed in Spring 2021. • <u>Key regulation projects are</u> <ul style="list-style-type: none"> ○ Finalise regulation document to cover all regulated countries ○ Support service for all countries in their development towards statutory regulation ○ Educate members on lobbying strategies (eg webinars) ○ Explore EU level opportunities to lobby, working with our institutional partners (EPHA, EuroCAM, Euro MPs) • <u>Key education projects</u> <ul style="list-style-type: none"> ○ Education statement now agreed ○ Define strategy to realise the new Education Policy ○ Support members with advice and guidance on education issues on ongoing basis • The education policy statement as it is now agreed and is the EFFO statement on policy. Its use is encouraged. It will also be used on a web page. 	

	<ul style="list-style-type: none"> • <u>Key communications projects</u> <ul style="list-style-type: none"> ○ Shared good practice database ○ Workshops on osteopathic identity and patient or health system benefits, to help members work through their own national challenges ○ Invest in platform for collaborative working • Communications could work on translating all output from other working groups to bring the messages to members in a coordinated way and in a uniformed way and LLK agreed to pick this up. • It was agreed that the business plan was to be adopted with no amendments. 	
4	General Meeting resolutions	
	: Adoption of agenda	
	<ul style="list-style-type: none"> • The agenda was adopted unanimously 	
	: Receive Report of Secretary	
	<ul style="list-style-type: none"> • AB gave a report • The challenges of registering the minutes were noted due to COVID • The change of President needs to be officially noted • AB has met with the notary and it is expected that everythingl will be in order for March 2021 • On 15 September there was a meeting of WHO, regional committee for Europe took place. • AB attended all Eurocam meetings • EFFO has been accepted as a member of EPHA, but have yet to receive the official statements. There have been a virtual welcome meeting. EFFO will be presented as an independent organisation and not under the umbrella of Eurocam. This membership can increase the profile of EFFO. EPHA is a not-for-profit organisation. 	
	: General Resolutions	
	<ul style="list-style-type: none"> • MC Introduced the general resolutions that were to be voted on. There are four resolutions which imply a change of statute numbered 1.5, 1.6, 1.7 and 1.8 • It was noted that a majority of two thirds of the voting members for matters which involved a change of statute, so 14 votes in favour of any resolution would be needed. An abstention is counted as a vote. A statute change can be done in any general meeting. Other resolutions that do not involve a change of statute just require a simple majority 	
	: Financial report	
	<ul style="list-style-type: none"> • DB gave a financial update • The forecast is for less expenditure due to COVID as there was less travel • The trading surplus is expected to be €40,000 and year end (31 December, 2020). There is an intention to build the reserves by €20,000 from this surplus. • Cash in bank is expected to be €20,000 • The income for 2021 is expected to be €115,000 – this will come from subscriptions • Expenditure is budgeted for €100,000 	

	<ul style="list-style-type: none"> • Trading surplus for 2021 is expected at €15,000 • The financial report was received with no questions 	
	: Resolution 1.2 Approve the minutes from the 2020 EFFO AGM in Lisbon	
	<ul style="list-style-type: none"> • It was asked whether the voting should be held by secret ballot. Sometimes this would be appropriate, but the open vote gives rise to transparency. This would be discussed by the Board • The minutes were approved unanimously. 	
	: Resolution 1.3 To note the admission of new members	
	<ul style="list-style-type: none"> • There are no new members 	
	: Resolution 1.4 To note the amendments to the Governance Handbook	
	<ul style="list-style-type: none"> • In Lisbon, it had been agreed that “bylaws” was confusing and this would be changed to the Governance Handbook that listed the operational policies of the organisation. There were a number of amendments to be included • MC took the meeting through these amendments and there was a discussion on some of the points • The Board can made day to day decisions and are held accountable to the General Assembly, which has to pass and agree what the Board does. Thus the General Assembly have control of everything that the Board does. • An Appointments Committee, Chaired by MC, has been set up to ensure accountability • It was noted that the Governance Handbook is subsidiary to the statutes • The members were unanimous in approving the amendments 	
	: Resolution 1.5 To consider the proposal from the Federación de Osteópatas de España that the General Assembly should have a say on the election of the President of the EFFO	
	<ul style="list-style-type: none"> • It was noted this resolution may require statute change and was brought up by the Spanish in Lisbon and it was agreed to discuss this now • It was confirmed that this had been discussed at length amongst the Spanish Federación (“FOE”) to bring sovereignty in the General Assembly. It was noted there is no concern with the current Board. • It was asked whether the decision could be delayed when the meeting could be in person, but it was deemed that there needs to be a vote but it could be agreed to go on the next agenda. However, the pandemic may not be over in Spring and so it is not clear when we would be able to meet in person. • It was reiterated that two thirds support is required to pass this resolution as it would bring about a change in statute. • It is proposed that the election of the President should be held by General Assembly by a secret ballot. The FOE noted their satisfaction with the current Board. • There was a discussion around this proposal, noting this would lead to lack of transparency, and also the Board has more information to suitability of candidates. The General Assembly choose the members of the Board and it is the current responsibility of the Board to choose the President. The Board 	

	<p>could be recalled by the General Assembly if there was discontent about a decision. It was observed that there could be potential for friction between the General Assembly and Board.</p> <ul style="list-style-type: none"> • It was noted that the proposal of the FOE is not to ratify the appointment of the President, but to give the General Assembly the final say and that the membership should be choosing the President. Currently the President is chosen by members of the Board, and these discussions take place over a number of weeks. It is important that the President has confidence of the Board. • It was noted that there needs to be clarification of the process and it was suggested that a sentence be added to the statutes that the General Assembly approves the roles. However, there is concern that the situation could become overcomplicated, and there could be a crisis situation if the General Assembly disagree with the Board decision. • There is the option to retable this motion in this way or a modified way at the next meeting, but it was reiterated that there is a requirement to vote today • The meeting was thanked for all the contributions • It was noted that the Board needs to be unanimous in deciding a President before presentation to the General Assembly. • The Governance Handbook could be updated to include the need to ratification of President by General Assembly. This would not require a change of statute • Vote : to approve the FOE proposition <ul style="list-style-type: none"> ○ One in favour ○ Twelve against ○ Seven abstentions • The FOE proposition was not carried. The Board will bring back further clarification on the issue of ratification of President and other officers back to General Assembly. • The Board thanked FOE for bringing the agenda item forwards as it holds the Board accountable 	
	<p>: Resolution 1.6 To consider the proposal from the Federación de Osteópatas de España that the General Assembly should approve the Board appointment of the Chief Executive of the EFFO</p>	
	<ul style="list-style-type: none"> • It was noted that this would not lead to a statute change. The proposal is that the General Assembly would ratify, not appoint the CEO. The Board would still appoint the CEO. This could be done by an addition to the Governance Handbook • There needs to be care not to give too many decisions for ratification to the General Assembly. • Care also needs to be taken not to bring about too much confusion • There is also concern that the Board may struggle to do its day-to-day activities. • It was proposed that the Board bring this resolution back to a future meeting in a way that is more manageable and without the need for statute change • Vote : to approve resolution 1.6 <ul style="list-style-type: none"> ○ Two in favour ○ Fourteen against 	

	<ul style="list-style-type: none"> ○ Four abstentions • This resolution is not carried but will be brought back in a revised form • The General Assembly was thanked for a good debate • It was asked that an English speaker could support in writing the resolutions and this was agreed • It was noted that the General Assembly can vote to remove members of the Board – ie one or all members of the Board. Two thirds of the vote would be needed. All members were asked to flag any language issues. 	
	<p>: 1.7 The President of the EFFO should serve a term of three years from the Annual General Meeting when appointed, and extend their current term on office on the board accordingly.</p>	
	<ul style="list-style-type: none"> • MC introduced the resolution that a President should serve a full term rather than restand for election. This is common practice in other organisations and typically works well • It was noted that Resolutions 1.5 and 1.6 were proposed for when things were not going well. • This resolution will provide continuity and stability and support succession planning • The resolution is intended to be retroactive and apply to the current President. • It was noted that the President can be removed • Vote : to approve Resolution 1.7 <ul style="list-style-type: none"> ○ Seventeen in favour ○ None against ○ Three abstentions • This resolution involves a statute change and there are more than two thirds in favour so this resolution is passed. 	
	<p>: 1.8 Resolutions for general assembly from full members should be supported by 20% of full members, and that such motions are put to the Board at least 90 days ahead of the date of the General Meeting</p>	
	<ul style="list-style-type: none"> • MC spoke to the Resolution. There is currently a statute such that any member may raise a resolution within 28 days of notification of the date of the meeting • The date of a General Meeting is confirmed between 6 – 9 months in advance of the meeting. The current statute only allows for a resolution to be proposed within 28 days of this date – ie right at the beginning of the process towards the meeting. This gives people more time. • It is also proposed that there is support of a resolution from three or four other countries to demonstrate there is interest • All members were encouraged to reply proactively to any request • A counter proposal was made about having only 60 days ahead of the meeting for a resolution to be submitted • Vote : to approve Resolution 1.8 <ul style="list-style-type: none"> ○ Six in favour ○ Twelve against ○ Two abstentions 	

	<ul style="list-style-type: none"> Resolution 1.8 is not carried but an amendment will be brought back to the next meeting 	
	: 1.9 To agree the EFFO Business Plan for 2021	
	<ul style="list-style-type: none"> This was presented at the beginning of the meeting. There were no questions Vote : to approve Resolution 1.9 <ul style="list-style-type: none"> Nineteen in favour None against One abstention Resolution 1.9 is carried 	
	: 1.10 To agree the EFFO Budget for 2021	
	<ul style="list-style-type: none"> This had been presented earlier in the meeting There were no further questions Vote : to approve Resolution 1.10 <ul style="list-style-type: none"> Nineteen in favour None against One abstention Resolution 1.10 is carried 	
	: 1.11 To agree the membership fees for 2021	
	<ul style="list-style-type: none"> It is proposed that the fees are unchanged for 2021 but the Board will constantly monitor the state of all member organisations There were no further questions. The resolution was confirmed unanimously 	
	<ul style="list-style-type: none"> MC thanked all for their contributions and the excellent debate. The General Assembly were advised that the proposed date and venue of Oslo for the Spring 2021 meeting was subject to change and all members were asked to look out for any updates The meeting of the General Assembly was formally closed 	