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Secretary

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Treasurer

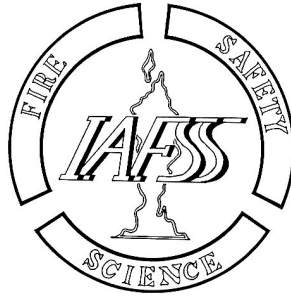
Dr Margaret McNamee, Sweden, Europe Africa

Immediate Past Chairman

Prof Bogdan Dlugogorski, Australia, Asia Oceania

Executive Members

Prof Bart Merci, Belgium, Europe Africa
Prof Beth Weckman, Canada, Americas



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IAFSS is registered in England and Wales as a charity, No 800306

Draft Agenda – IAFSS 2021 General Business Meeting, Part 1 – 24 / 25 March 2021

Venue: Virtual (Zoom)

Date:	24 Mar	24 Mar	24 Mar	24 Mar	24 Mar	24 Mar	25 Mar	25 Mar
Location:	Vancouver	New York	London	Brussels	China	Tokyo	Melbourne	Christchurch
Time:	6:00-7:00	9:00-10:00	13:00-14:00	14:00-15:00	21:00-22:00	22:00-23:00	0:00-1:00	2:00-3:00

As of 24 March 2021, there are 541 voting Members of the Association. A Quorum of 30 must be reached in order for the meeting to take official votes.

1. **Welcome**
2. **Determination of quorum**
3. **Introduction of new Committee (presentation of Scrutineers report)**
4. **Overview of meeting purpose, text of proposed amendments, and voting process for this meeting** **Annex 1**
5. **Voting on amendments to the Rules of the Association** **Annex 1**
 1. **To permit virtual or hybrid General Meetings**
 2. **To permit electronic voting at virtual or hybrid General Meetings**
6. **Draft Agenda, Continuation of General meeting, 30 April 2021** **Annex 2**
7. **Update on Secretariat**
8. **AOB**
9. **Adjourn**

Annex 1 – Overview of General Meeting purpose, proposed Amendments to the IAFSS Rules of the Association (as last amended February 2014), and Voting Procedures for this Meeting

Purpose and Context

The primary purpose of the meeting is to propose and vote on amendments to the Rules of the Associate (Rules) is to allow for (a) virtual General Meetings to be held, and (b) electronic voting to be permitted at virtual General Meetings.

The global COVID 19 pandemic and associated restrictions on travel and meeting in large numbers has had several impacts on the IAFSS and its members. This included the need to postpone the 13th Symposium from 2020 to 2021 and necessitating that the symposium be held virtually. Whereas the IAFSS typically holds its General Meetings in conjunction with its Symposia, the transition to a virtual symposium creates problems because the Rules do not specifically allow for virtual General Meetings or for electronic voting, both of which are necessary to comply with the requirement to hold a General Meeting at least once every four years (Article 8 (i)).

An additional complication is that the new Managing Committee is to be announced at the General Meeting (Article 8 (1) (g)) and the new Committee has historically not assumed office until after such announcement. This has impacted elections and the new term of the new Committee.

To address these issues, the Committee proposes changes (amendments) to the Rules as outlined below. In addition, if approved, it is proposed to split the 2021 virtual General Meeting into two parts.

Proposed Amendment 1

It is proposed to insert the underlined sentence into Article 8 (i) of the rules.

8 (i). A General Meeting of the Association shall be held at least once in every period of 4 years. The General Meeting may be held in person, virtually, or in a hybrid arrangement. Members may appoint proxies to attend and vote on their behalf at General Meetings. The business to be transacted at General Meetings shall be as follows:

Substantiation: This amendment is requested to allow for holding of virtual or hybrid General Meetings. This is necessary in 2021 due to the ongoing COVID 19 pandemic and it is conceivable that there may be future need or benefit of holding virtual or hybrid (combination virtual and in-person) meetings.

Proposed Amendment 2

It is proposed to insert the underlined sentence into Article 11 of the rules.

11. At Committee Meetings each member present and at General Meetings each member present shall have one vote. It shall be acceptable for votes to be cast electronically, during virtual or hybrid meetings, or in person during hybrid and in-person meetings. The Chairman of the meeting shall have a second or casting vote and, subject as aforesaid, all business transacted at Committee Meetings, General Meetings or Special General Meetings shall be decided by a simple majority of the votes cast.

Substantiation: Pending approval of Amendment 1, this amendment is requested to allow for electronic voting during virtual or hybrid General Meetings. This is necessary in 2021 due to the ongoing COVID 19 pandemic and it is conceivable that there may be future need or benefit of holding virtual or hybrid (combination virtual and in-person) meetings.

Voting Procedures for Virtual and Hybrid General Meetings

It is proposed that voting procedures for virtual and hybrid General Meetings can be defined by Committee Policy, and that a Rules changes is not required. The voting procedure will be dependent upon the technology used, including just for simple votes (e.g., approve/disapprove), as well as proposals in which discussion and amendment would be required. Given changing technologies, managing this by Committee Policy allows for more flexibility.

For Part 1 of the 2021 General Meeting (24 March), it is proposed to employ only a simple approve / disapprove vote option for the proposed amendments above. This can be accomplished readily within Zoom, for example.

For Part 2 of the General Meeting (30 April), it is proposed that discussions be held with the 13th Symposium organizers regarding the technology to be used for that event, and to develop a Voting Policy for the General Meeting Part 2 based on the technology, to facilitate discussion, visualization of changes, and voting. The Voting Policy would be presented to the Membership at least 2 weeks prior to the date of the General Meeting.

Structure and Timing of 2021 General Meeting, Part 1 and Part 2

It is proposed to split the 2021 General Meeting into two parts to be held on different dates. The reasons for this are as follows:

- There is no singular time that works well for all members around the world, and long, virtual meetings are not practicable.
- By splitting the General Meeting into two parts,
 - o The first part will focus on (a) announcing the new Committee to that their term can begin, (b) seek approval from the Membership to (1) hold virtual or hybrid General Meetings and (2) vote electronically at virtual or hybrid General Meetings. The Committee has decided to hold the General Meeting, Part 1, on **24 March 2021**.
 - The timing of the meeting has been selected to align with the times identified by the 13th Symposium Committee as being least impactful.
 - It has been agreed by the Committee to limit voting at Part 1 of the General Meeting to be simple 'approve / disapprove' votes, aimed at enabling virtual meeting and voting to be held.
 - o The General Meeting, Part 2, will contain typical General Meeting content, including reports from the Chair, Treasurer, Secretariat, next Symposium hosts, and the like. The Committee has agreed to hold the General Meeting, Part 2, on **30 April 2021**.
 - A meeting will be selected to align with the times identified by the 13th Symposium Committee as being least impactful.
 - Pending further discussion between the Committee and the 13th Symposium organizers, meeting format and Voting Policy for the meeting will be finalized and presented to the Membership at least 2 weeks in advance of the meeting.
- Since announcement was made in March 2020 to hold the General Meeting in 2021, it has been determined that the requirement for notice is met.

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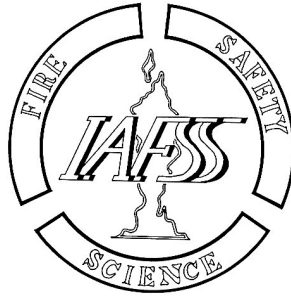
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Draft Agenda – IAFSS General Business Meeting – 30 April 2021

Held in conjunction with the 13th IAFSS Symposium

Venue: Virtual

Date: Friday, 30 April 2021

Time: To be determined

As of 24 March 2021, there are 541 voting Members of the Association. A Quorum of 30 must be reached in order for the meeting to take official votes.

1. **Welcome**
2. **Approval Minutes from June 2017 and March 2021 Meeting (Part 1)**
3. **Chair's Report**
4. **Treasurer's Report**
5. **12th AOSFST**
6. **14th IAFSS Symposium**
7. **IAFSS Secretariat Update / Report**
8. **Appointment of two Honorary Auditors of the Association**
9. **Appointment of Two Scrutineers of the Association**
10. **Proposed Changes to the Rules of the Association**
11. **IAFSS Website**
12. **AOB**
14. **Next Meeting**