



SOCIETY FOR VETERINARY EPIDEMIOLOGY AND PREVENTIVE MEDICINE

2024 AUTUMN COMMITTEE MEETING MINUTES (No. 122)

Date: Monday 16 September, 2024
Time: 10:00h – 16:00h CET
Location: Online via Microsoft Teams ([LINK](#))

AGENDA ITEMS

1. Apologies for absence

All present.

2. New members & changes to the Committee

Welcome to Ane, as well to Jana and Lucy (both co-opted).

3. Minutes of Pre- & Post-2024 Conference Committee Meetings (120 & 121)

Both approved.

4. Matters arising from Pre- & Post-2024 Conference Committee Meetings (120 & 121)

Pre-conference

Stream or recording of Gareth Davies lecture: *might require resources (adding extra costs to the conference). To be trialled in Berlin and London and re-assessed afterwards.*

AP: KS (Berlin) and LB (London) to test recording of Gareth Davies lecture

Create google account for editing of documents
Update of Handbook

AP: CG to create google account, finalise the documents to be in the live account, and circulate all versions to committee members

Post-conference

4.10 SVEPM 2024 Conference feedback questionnaire: *good feedback. Poster pitches to be improved. The committee cannot stop Jonas Brock submitting posters, but if Jonas Brock has one of the best poster again in 2025, EF will pay him a price out of his own pocket.*

AP: EF to record how to do a good poster pitch

AP: TV to discuss with Jonas Brock if he wants to record tips in how to do a good poster.

5 Review the instructions to presenters: *done by TV and reviewed by LM. This is the new document to be sent to presenters.*

5. Discuss the excess funds policy: *Fixed cost of the society should be covered (e.g. bank costs, maintenance of the website, etc.). Recommendations for future LOC: aim to get a 3% profit.*

AP: EF to update the handbook in relation to excess funds policy.

6.1 Guidelines for workshop evaluation: *LM was thanked for developing the score system. The criteria topics should have a bigger weight compared to the other criteria? After assessing the results, the committee decided to keep the criteria as it is for now.*

Scoring grid for abstracts: KS suggested to have more differentiation in score 5. AN suggested to break it down into 2 dimensions. LM suggested a scoring grid for the abstracts. This scoring grid is a good starting point. AN and TV will provide further feedback on LM's proposal and then the proposal needs to be brought back to the committee for consideration.

AP: AN, TV and LM to develop a proposal for scoring the abstracts. This includes updating the document to be sent asking for abstracts for oral communications for the conference.

5. The programme for the 2025 Conference, Berlin, Germany

5.1 Invited papers – 85 submissions: 21 accepted (for the SRUC prize only the eight with highest scores – from the ones eligible to SRUC prize - were included)

AP: FD to updated Handbook in relation to the SRUC prize

AP: FD to write to the accepted oral presentations and update the programme

5.2 Open sessions:

Keynote presenters:

Timm Harder, FLI, Opening of the conference: A virological evergreen with new beats: Influenza viruses in birds and mammals

Katharina Stärk, Federal Food Safety and Veterinary Office, Switzerland, Gareth Davies lecture: The role of science at times of crisis

5.3 Workshops – 8 proposals: 6 accepted (2, 3, 4, 5, 7 and 8)

AP: CG to write to workshop organisers and provide some feedback to the ones which were not accepted.

5.4 Poster sessions

Space for 100 posters and for 25 posters pitches.

5.5 Advertising

Advertising registration: epivet list (LC), email to members (CG) when the website is ready (end of October/beginning of November). Advertise the programme at the same time the website is open.

AP: LC and CG to advertise the programme/registration

6 Domestic Arrangements for the 2025 Conference, Berlin, Germany

6.1 Budget, sponsorship:

JS presented several budgets (3% profit including VAT), ENVT sponsorship – TV to contact director to see if they want to continue the sponsorship.

Registration payments to be preferred by credit card.

AP: TV to contact ENVT director to see if they want to continue the sponsorship.

6.2 Poster prizes/Poster sponsorship

Nothing to add.

6.3 Travel bursary awards

KS and LM will score the awards this year. Liaise with LC for this transition.

AP: KS and LM to score the bursary awards.

6.4 SRUC Prize

Senior and Junior president with a member from SRUC will score the oral communications for SRUC prize. This is the last year of this sponsorship. We will need to approach them if we want this sponsorship to carry on.

AP: EF, DB and TV to approach SRUC during the conference.

6.5 Social programme

Welcome reception is at the conference area.

Gala dinner is also sorted (old industrial building – 3km from the venue).

Morning run will be included in the programme.

City tour still being investigated.

6.6 Early Career Scientists event

To be discussed internally: training to do a good poster pitch is a suggestion (needs to accommodate around 30/40 young scientists).

7 President's report

Nothing to report.

8 Secretary's report

Emails with word documents (workshop form and conference proposals) are bouncing back. Suggestions to have it as google form.

AP: CG to move the conference and workshop proposal forms to google forms next time.

AP: LC to investigate how much it will cost to increase the allowed daily number of emails for the secretary email address.

9 Treasurer's report

Strong finances. Deposit paid for London's conference. One bank account to close. EF writing SOP for the website and SOP in relation to the handover between treasurers. Accounts for Uppsala have been finalised (small profit).

10 Correspondence

Job advertisements and other emails received by the secretary. Nothing extra to add.

POST-MEETING NOTE: Simon Moore has retired from 1st September 2024.

11 Number of ordinary members

Around 204 active members.

12 Nomination of officers and committee members, 2025 – 2026

Two/three places available for re-election. Junior President – LC to be considered (if LC accepts to be Junior President someone needs to replace him in the role of social media communicator).

13 Nominations for life membership

Dirk Pfeiffer – nominated by Katharina Stärk. Accepted by the committee.

AP: TV to contact Dirk Pfeiffer.

14 Developments relating to the 2026 Conference (London, UK)

PCO organised. Deposit paid. Total budget ~ £60000. Welcome reception will be in the venue. Gala dinner still to be discussed. Check what will be the roles of the PCO.

15 Developments relating to the next conferences

1 proposal – Torino, Italy. Accepted.

AP: CG to contact Torino conference proposal

16 (New in 2022): Proceedings to be made open on the website

Make the Belfast's proceedings open. Advertise this in social media and to the members.

AP: LC to update the website and advertise it in social media.

17 Preventive Veterinary Medicine special issue

Ongoing issues in recruiting reviewers. PVM system is also not ideal in keeping people aware of progress of the papers. We need someone to take over the Special Issue editor from FD.

AP: Pre-conference item: Special issue editor to be assigned for London conference.

18 Revision of the website guidelines document

Document to be finalized then circulate it to the committee.

AP: LC and EF to finalise the website document and circulate it to all.

19 Any other business

Other issues pending discussion: January 2024 webinar evaluation

Feedback was good. KS has an idea for the next webinar. Overall, the feeling is that this should not be a new task for the committee, and it should be done at the request of members with minimal organization from the committee.

Website is updated. In relation to the poster list file names on the website a new naming format should be used. Short poster titles need to be asked at the time of submission of the poster. Posters on the website need to be updated to this format – we need to hire someone to do this.

AP: DB and LC to liaise in relation to getting a student to do this work (correct formatting of previous years posters).

20 Date and venue of next meeting

Tuesday, 25th, 1pm, Berlin.

Summary of actions:

WHO	WHAT	WHEN
KS LB LCO	To test recording of Gareth Davies lecture	End of 2025 and 2026 conference
CG	To create google account, finalise the documents to be in the live account, and circulate all versions to committee members	End of October 2024
EF	To record how to do a good poster pitch	January 2025
TV	To discuss with Jonas Brock if he wants to record tips in how to do a good poster.	End of October 2024
EF	To update the handbook in relation to excess funds policy	January 2025
AN, TV and LM	To develop a proposal for scoring the abstracts. This includes updating the document to be sent asking for abstracts for oral communications for the conference.	March 2025
FD	To updated Handbook in relation to the SRUC prize	October 2024
FD	To write to the accepted oral presentations and update the programme	September 2024
CG	To write to workshop organisers and provide some feedback to the ones which were not accepted.	September 2024

LC and CG	To advertise the programme/registration	November 2024
TV	To contact ENVT director to see if they want to continue the sponsorship.	October 2024
KS and LM	To score the bursary awards.	December 2024
EF, DB and TV	To approach SRUC during the conference	March 2025
CG	To move the conference and workshop proposal forms to google forms next time.	May 2025
LC	To investigate how much it will cost to increase the allowed daily number of emails for the secretary email address.	September 2024
TV	To contact Dirk Pfeiffer.	October 2024
CG	To contact Torino conference proposal	September 2024
LC	To update the website and advertise it in social media	October 2024
CG	Pre-conference item: Special issue editor to be assigned for London conference.	March 2025
LC and EF	To finalise the website document and circulate it to all.	December 2024
DB and LC	To liaise in relation to getting a student to do this work (correct formatting of previous years posters).	November 2024

*LOC = local organizing committee

Carla Gomes (Honorary Secretary)

CIRCULATION LIST:

President	Timothée Vergne (TV)	Committee members	Ane Nødtvedt (AN)
Senior V-P	David Brodbelt (DB)		Luís Pedro Carmo (LC)
Junior V-P	Fernanda Dórea (FD)		Locksley Messam (LM)
Honorary Treasurer	Egil Fischer (EF)		Katja Schulz (KS)
Honorary Secretary	Carla Gomes (CG)	Co-opted members	Jana Schulz (JS)
			Lucy Brunton (LB)