

WORLDWIDE DRAGONFLY ASSOCIATION (WDA)

Board of Trustees Meeting No.10 held at the University of Vigo, Pontevedra, Spain

31st July 2005

MINUTES

Present: Rob Arnold [RA]; Linda Averill [LA]; David Fitch [DF]; Mike May [MM]; Dennis Paulson [DP]; Gordon Pritchard [GP]; Richard Rowe [RR]; Goran Sahlen [GS]; Hidenori Ubukata, Chairman [HU].

Abbreviation [PU] passed unanimously.

HU welcomed everyone to the meeting.

1. Apologies for absence & approval of the agenda

Apologies were received from Viola Clausnitzer and Reinhard Joedicke. The Agenda was approved by all present.

2. Minutes of the 9th Board Meeting held on 28th July 2005

Corrections were made to Minute 5, Para 1. DP added the wording 'GDO -500, DSA over 300'

Para 4 RR, wording should be 'RR to consult Reinhard Joedicke re making IJO available at no cost on-line to non members, perhaps after 2 years'

Secretary to make changes and email the minutes to Mike May for signature.

A motion to accept the minutes with changes was proposed by RA; seconded by DP. [PU]

3. Matters Arising

There were no matters arising at this time.

4. Discussion of ways to pay membership fees

4.1 Following on from the discussion in the BGM DF confirmed that he would look into setting up a PayPal account to assist members paying into the German; UK or US accounts. More work also needs to be done to check if one account can be used for all currencies and how this will avoid charges. RR suggested that DF gets details of charges to allow the Board to make a decision about this.

Action: DF

4.2 There was discussion about the possibility of members making additional donations and how a two tier membership could work. There is a need to make the membership/renewal form clear to encourage members to make donations.

4.3 DF suggested that membership dues stay the same for 2005. MM suggested a figure of 15 Euros or the equivalent for members to become a 'sustaining member'. The idea of a sustaining membership is

that members will pay the same extra amount every year. GS and LA agreed that non-English speaking members would not understand what a 'sustaining membership' means. *RR proposed that DF in consultation with LA redraft the membership form to encourage a fixed donation, seconded by GS.*

[PU]

Action: DF/LA

5. Board Roles and Continuation

5.1. Archivist: It was noted that the continuation of the role of archivist had been agreed at Meeting 9 (Minute 11.1). It was decided that the role that Kevin Arnold was taking over was one of dissemination and incorporation. RA also asked if the archivist should be a member of WDA. *DF proposed the motion that membership fees should be waived in the case of the Kevin Arnold while he is Archivist seconded by DP* [PU]. Further discussion on the issue of waiving the fee for future archivist's will be continued by email

Action: ALL

5.2. Webmaster: RA had indicated his intention of standing down as Webmaster in 2007 which means that Colgate University would no longer be able to host the WDA site. He reported that Adolfo Cordero had indicated that if his Vigo University is in agreement he would take over as Webmaster his University hosting the site on their server. RA indicated that he would be able to continue past 2007 if there was a problem in finding a new host.

Action: GP/RA/AC

5.3. US Representative and US Account

DF will be available to take over the account from VMcM

5.4 Secretary

LA said that she would prepare a piece for Agrion, asking members to contact her if they are interested in taking over the role of Secretary. LA would be agreeable to keeping part of the role if necessary but does not wish to remain as a member of the Board of Trustees. The other issue that this will raise is the requirement for the Board to have members who are UK residents. LA said that she had been told by the Charity Commission that at least four members should be from the UK. MM asked what advantage there was in having charitable status, DF explained that without it we would have to file tax returns and pay tax. GP suggested that the newsletter editor be made a board position. MM reminded the Board that we may co-opt additional members as required up to a maximum of 12 members (Constitution G3)

Action: LA

6. Details of New Board Members

Signatures were required from new Board members. The Secretary will collect those outside the main meeting.

Action: LA

7. Any Other Business

7.1 RR presented some requirements from Eugene Marais regarding the 5th International Symposium:

- i. An official letter of invitation to the National Museum of Namibia to host the meeting.
- ii. An accompanying letter nominating Eugene Marais and Frank Suhling as the organisers of the meeting, and to be designated Co-Chairs.
- iii. WDA to act as a recipient for donor funds.
- iv. To agree to interact with donors on funds received.
- v. To change the title of the meeting from Symposium to Congress.
- vi. To consider an initial grant for organising costs.

GS started discussion on vi reporting that he had received £500 start up monies for the Gallivare symposium and he would support the same being done for Namibia. GP reported that the Beechworth congress had also received £500. *A motion was proposed by RR and seconded by MM that £500 be assigned from the 2006 budget to the organisers to make provisional arrangements for the 2007 symposium [PU]*

Action: DF

RR proposed a motion, seconded by MM, to designate the meeting as the International Congress of Odonatology, incorporating the 5th WDA International Symposium [PU]

RR proposed that the Executive of WDA prepare a letter inviting the National Museum of Namibia to host the International Congress and that a second letter nominates EM & FS as the designated Co-Chairs to organise the International Symposium. Seconded by DP [PU]

RR will draft two letters, Hidenori to sign, RA will provide appropriate stationery

Action: RR, HU, RA

7.2. Budget

DF presented a proposed budget for 2005/2006 for acceptance by the Board (attached). Seconded by DP [PU]

The date and time of the next meeting to be arranged for sometime in Windhoek, Namibia in April 2007.

There being no other business the meeting closed at 14.55 h.

Chairman:

Date: