



## Executive Committee TC Meeting

Tuesday, July 19 2016

### Minutes

In Attendance: Taki Harada, President; Robert Maronpot, Secretary General; Lars Mecklenburg, Treasurer; Robert Thoolen, NLSTP Councilor; Johannes Harleman, ESTP Councilor; Shim-mo Hayashi, JSTP Councilor; Xiantang Li, China (CSOT) Vice President, and Stephanie Dickinson, Executive Director.

- I. Approval of Minutes from January 2016 Meeting – Taki Harada  
Minutes were reviewed and approved as submitted.
- II. Treasurer's Report – Lars Mecklenburg  
We started 2016 with a balance of \$49,000 (USD). As of May 31<sup>st</sup> the balance was \$44,000 (USD). Our annual operating budget is about \$18,000 (USD) per year. We only have enough money left in our reserves to operate until the end of 2018.
- III. Membership Dues Proposal – All  
The draft membership dues proposal was discussed. The model is based on a two-tier membership category. Full members will be charge a flat fee of \$3,000 (USD) and Associate members will be charged a flat fee of \$1,000 (USD). Full members will receive additional benefits over Associate members which justifies the difference in dues amounts. From past discussions, we know that the larger societies are not willing to pay dues based on the number of their members. They are paying a significantly higher rate then smaller societies and are receiving the same benefits and services from IFSTP. The idea of charging societies based on specific programs or services they participate in has also been met with some resistance. If not all societies participate in a specific program, for example the webinars, the cost per society could be very high and smaller organizations would not be able to afford it. The idea of creating a combination dues model of a flat fee and a tiered membership was discussed. Lars and Stephanie will work together to revise the current proposal and then sent out to all member societies with a request for feedback back by December. The Executive Committee will discuss this again in January and approve a plan to begin chagrining dues in 2017.
- IV. Whole Slides Repository Meeting – Bob Maronpot  
An organizational meeting was held at the STP meeting in San Diego in June. The response from attendees for IFSTP to host the repository was very positive. Leica has offered us unlimited cloud storage. There would be a one-time charge of \$3,000 to set up the system and upload the scans. The repository would be open to all societies and could be used for training purposes, preparing

lectures, etc. Alys Bradley has offered to help populate the repository with her own personal slide collection. NTP has also offered to share their collection of slides. Individual societies would have hard time doing this on their own due to cost, as well as the problem of having enough slides to populate the repository. After the initial \$3,000 set up fee, the estimated cost to maintain the repository would be \$8,000 per year. The cost would be shared by all participating societies. Leica will give us a 3-month trial period to get feedback from STP societies. If all goes well, we would need to request financial support for participating societies in December to keep it going. STP is very close to doing this on their own so we need to move quickly. The goal is to have the repository set up and have all the scans loaded and be ready to go live by September 1. The Executive Committee approved a budget of \$3,000 to set up the trial repository with Leica.

V. Executive Committee Elections – Bob Maronpot

Maria Dagli, Vice President, will assume the role of President on January 1, 2017. The following candidates were nominated to fill the open seats on the Executive Committee:

- Lars Mecklenburg – Treasurer (3 year term beginning January 1, 2017)
- Robert Maronpot – Secretary General (3 year term beginning January 1, 2017)
- Venkatesha Udupa – Vice President (3 year term beginning January 1, 2017)

Motion: Approve the candidates as nominated.

Motion Seconded.

Motion Approved.

VI. IFSTP/LASTEP World Congress Meeting – Maria Dagli

The proposal to postpone the meeting from April 2017 to April 2018 was discussed. The current economic and political situation in Brazil is unstable right now. Although IFSTP will contribute financial support of \$10,000 (USD), this will only cover a small part of the expenses. Therefore, we will need sponsors, and right now sponsors don't want to invest in Brazil. Although it is a wonderful venue, costs at Iguassu are relatively high in comparison to other cities. Moving the meeting venue to Brasilia or São Paulo may be better. If the meeting is in São Paulo, we can request financial support from FAPESP, the São Paulo State grant foundation, in addition to CAPES and CNPq federal agencies. Also, LASTEP is going through some organizational changes right now and a new LASTEP needs to be elected. The Executive Committee agreed to postpone the meeting to 2018. Maria was asked to contact the Scientific Organizing Committee regarding the decision. It was noted that financial support for the meeting is provisional right now as we are not sure what IFSTP's financial situation will be in 2018.

VII. Webinar Committee Report – Stephanie Dickinson

Four webinars have been scheduled for this year. The Asia Pacific webinar on kinase targets will take place on August 4<sup>th</sup>. The next webinar on background findings in New Zealand white rabbits will be held in October and hosted by NLSTP. STP-I will host a webinar on dermatotoxicology in November and IATP will host a webinar on juvenile toxicity in December. LASTEP is planning a webinar on the topic of adversity but no date has been set yet. No webinars have been planned by ESTP or JSTP. We had originally planned to organize two webinars per society per year, but some societies have decided that can only organize one per year. The license for 100 participants is working well. Many attendees are participating in groups at one location which has enabled us to accommodate all individuals interested in attending.

VIII. Society Reports – Taki Harada

Reports for STP-I, JSTP and ESTP were distributed with the agenda materials. There were no specific actions items that were raised or required further discussion by the Executive Committee. NLSTP will be sending a report in shortly. Stephanie will distribute any additional reports received after the meeting to Executive Committee Members.

IX. Next Meeting – Taki Harada

Next meeting will take place during the JSTP meeting in January 2017. A teleconference meeting may be scheduled earlier to discuss any items that require immediate attention.

Meeting adjourned at 9:03 AM.

Submitted by,  
Stephanie Dickinson