

British Society of Veterinary Pathology
Minutes of 3rd Set-up meeting, 16th August 2006, 8.30 a.m. Harrogate

Present: Kevin Isaacs (KI) , Sionagh Smith (SS), Mark Stidworthy (MS), Ken Smith (KS).

1. Apologies for absence: Tim Scase
2. The minutes of the meeting of 11th February 2006 were agreed to be accurate.
3. Actions arising from previous minutes not elsewhere on agenda: None.
4. Constitution: The current version of the constitution was agreed, and is publicly available on the website. Copies will be taken by KI to Edinburgh. There was discussion of the need for standing orders, to ensure that procedural issues such as the conduct of meetings, decision-making outside of formal meetings, vote taking and the use of electronic communication followed consistent patterns and remained generally accountable to the Society. KI to discuss this issue with Alun Williams (AW) with reference to the AVTRW, of which he was President (see also point 9 below).
5. Hon. Sec. Report: Since a database of members was now likely to develop imminently, the need for clarification of the Data Protection requirements was urgent. With respect to application for charitable status, the formal adoption of the Society's Constitution was required before this could proceed. It was suggested that Scarborough 2007 (AVTRW meeting), may be a suitable time by which a quorum of members could formally adopt this document. The IZVG address would be used for membership applications. Submitted cheques would be sent in batches under recorded delivery monthly to KS at RVC Hawkshead campus.
6. Honorary Treasurer's business: A Society account had been set up with Lloyds TSB. KS to be sole signatory at this stage, with others on council to become facultative signatories in future. £2000 of the Kegworth contribution would be transferred into the account now, the remainder if this is agreed by the meeting in October. The account status would be changed when the Society became a charity. The Society's business address is RVC Hawkshead campus. The account details were circulated to those present. Currently membership dues will be accepted as cash or cheques only. In the future, investigation of the use of PayPal will be undertaken. Use of standing orders and credit card payments was considered, but both have drawbacks, and the latter added expense and bureaucratic requirements. Neither will be available for the time being. The possibility of making the account Internet accessible for KS will be investigated. The first members may join at Edinburgh, and KS will take back any subscriptions from there, or KI will forward.

The membership year will run from October to October. Those joining in the second half of the year will get membership that extends to the end of the next year (e.g. July 2006 to October 2007). The membership fee will be £25. There will be no concessions. Membership will give a discount on meetings that will immediately pay back the cost of membership. It is hoped that the membership dues may generate a slight surplus towards development of the meeting programme.

Regional meeting funding: Some meetings were already run with no charge to participants (e.g. slide clubs). A poll by SS had indicated resistance to local charges for meetings. However, it was agreed that where didactic meetings were arranged, a regional charge for participants would be appropriate. However, central funding would be made available to underwrite the costs of such meetings, and to provide support for those in need of concessionary rates (e.g. students and residents). Where qualified pathologists were receiving high quality CPD provision, a charge was likely to be justified. This would be kept on an *ad hoc* basis for the present, subject to ongoing review.

Industrial sponsors and other sources of funding support would be investigated by KI and others.

7. Education: SS presented the complete programme for module 1 (June 8/9 2007), and the draft programme, with some contributors, for module 2. Details of module 1 will be posted on the website. The organisation of module 3 to be delegated by SS, but supervised by her. Suggestions for possible organisers were made.

Costs for the meetings were discussed. Travel expenses, accommodation costs and a voluntary honorarium (suggested rate £50/hr) for speakers were included in the budget. Additional costs included janitorial provision, meeting room hire, catering and the provision of notes. The latter were discussed in some detail, and in the initial phase, will be provided as black and white handouts in paper form only. In due course, consideration may be given to colour usage, and possibly Internet or CD-ROM access. A typical meeting might generate a 200-page note set. Meetings would operate on a break even of 15 participants per meeting. No partial attendance would be available due to the difficulties of administration.

Possible venues were discussed. In the light of projected charges from one veterinary school approached (quote of £100/hr), and the previous experience of the BSTP, alternative venues such as hotels would be investigated. Ultimately, decisions had to be taken on economic grounds if veterinary schools were unable to offer facilities at affordable rates.

Copies of all educational material produced for meetings would be retained on file by the Hon. Sec and the Educ. Coordinator.

8. Launch at ESVP: The display stand, PowerPoint presentation (KI to deliver) and flyers were viewed. A few minor modifications were made, particularly expansion of information about the modules. No attempt has been made to project a unified "brand" at this stage. The flyers are generated from generic publicly available paper, and can be discarded after Edinburgh if desired. In due course, it is likely that BSVP will develop its own logo and house style for printed material. The combined Council will populate the stand over the course of Thursday and Friday at Edinburgh.

9. Regional issues: See discussion of charges for meetings above. Scotland region now had an active programme of meetings ongoing. It was hoped that further regional activities could be incorporated soon.

10. AVTRW at Scarborough: Enthusiasm had been expressed by the President of AVTRW for continuation of Veterinary Pathology days at AVTRW, to be brought under the auspices of BSVP. Possibilities were discussed, and although reservations about clear definition from AVTRW, location, breadth of appeal and current involvement of pathologists (particularly residents/trainees) at the meeting were discussed, it was agreed that BSVP should try to get involved and try to reinvigorate the pathology aspects. Suggestions were made for half-day topics, with a view to constructing a whole day programme comprising plenary speakers and floor presentations/case reports. Suggested topics included: veterinary pathology education (e.g. Vet Path BSc with contributions from academic staff and current/former students; how I got where I am today; training in medical pathology; “from the schools”- my favourite teaching case – via Digital slidebox); exotics (plenary and case presentations); poisonous plants (plenary (?RCPATH Chelsea flower show expertise) + case presentations). It was also suggested that a prize be offered to try to encourage presenters (sponsors needed). It was hoped that a BSVP enthusiast, not currently on Council or acting in another capacity, could be recruited to coordinate this day for the coming year.

11. SPVS meeting: CS and SS would attend.

12. Descriptive pathology course: A suggestion had come from BSTP that BSVP should take on the administration of a Descriptive Pathology course. It was pointed out that CLDavis Foundation already runs such a course, and that it is usually held in Europe at least once a year. The course material is also widely available on the web. However, KI/MS/KS/SS would look into the availability and further need for such a course, and consider at a later meeting whether to take forward a BSVP sponsored event of this nature.

13. Digital slidebox: Scanned slides were demonstrated via the internet. Possible uses and development of this SlidePath/RCVS Trust funded scheme were discussed. BSVP website would host a link for now, and in the longer term should aim for greater involvement as an educational resource. The EQA aspect was more problematic and needed considerable thought before implementation and endorsement by BSVP. A similar digital system would be used for the slide workshop at Kegworth (see point 14 below) using technology courtesy of Dr Irene McCandlish at IDEXX.

14. Website: Suggestions and comments had been received on the website from JH. KI to consult further in order to try and deal with some of the issues. A few other correspondents had encountered accessibility issues with Mozilla and other browsers. KI to investigate a software fix.

15. Kegworth: KI to present the BSVP PowerPoint presentation (15-minute slot confirmed at meeting). If unavailable, KS will present it instead.

16. Forms: Member application/expense claim/module application forms were reviewed and a few modifications suggested.

17. KI to investigate industrial sponsorship. The RCVS Trust currently supports individual residencies in veterinary pathology. A strong case could be made for an application for support for the modular meeting programme, since this reaches many residents and others in training, and provides a benefit to the entire pathology community. This was to be investigated by KI/SS.

18. A.O. B.: KI had sent an article outlining the birth of the BSVP to CS for inclusion in the BSTP newsletter. The outcome of the ESVP deliberations at Edinburgh as to whether we could be “affiliated” was awaited.

Minutes prepared by Mark Stidworthy, August 20th 2006.