

## **British Society of Veterinary Pathology**

### **Minutes of 5<sup>th</sup> Council Meeting 11<sup>th</sup> May 2007 10.30 a.m. Harrogate**

Present: Kevin Isaacs, Sionagh Smith, Mark Stidworthy, Ken Smith

1. The minutes of the meeting of 11<sup>th</sup> December 2006 were approved as a true record.
2. There were no actions arising from those minutes not elsewhere on the agenda.

#### **3. Honorary Secretary's report:**

Membership had now reached 51 people. The composition of the membership and methods for recruiting further members were discussed. The Society was now officially registered with the Office of the Information Commissioner, to hold information relating to the maintenance of the membership roll and for information necessary for the aim of achieving the organisation's charitable objects. The application to the Charity Commission had not been submitted. There was some discussion about an outstanding point regarding the activities to be included on the submission for the purposes of achieving our second object (the advancement of veterinary pathology).

**ACTION: MS to complete Charities Commission application.**

#### **4. Honorary Treasurer's report:**

There was discussion about Gift Aid of subscriptions. This was to be investigated further, but once the Society was an official charity, it was hoped that it would be possible to use this method to reclaim tax. Bank statements for the two accounts (current and savings) were presented. There was discussion about whether these accounts were Internet accessible, which was to be investigated. It was decided that the Trustees should all become signatories only on the current account. The amounts in the two accounts were: £4012.06 (savings) and £4753.68 (current). The issue of whether BSVP should arrange cancellations insurance for larger events was discussed. This would assume that accidents at the venue would be covered by the venue's insurance, and would be for cancellation of a whole meeting at short notice for some reason (e.g. major transport disruption, terrorism etc). A suggested level for the cover was for meetings costing over £5000.

**ACTION: KS to investigate insurance and Internet accessibility of accounts.**

#### **5. Education:**

Module 1: 23 people were signed up for Module 1, a mixture of some junior pathologists and some more senior. The latter were not the main target audience, and there was discussion of possible reasons why such people might attend. These included audit with a view to sending trainees in the future, and the general paucity of CPD such that any accredited meeting was likely to be useful for an individual's portfolio. Practical matters relating to the organisation of the meeting were discussed, including the layout of the notes, the printing schedule and contingency plans for speaker notes submitted late, catering (menu discussed and agreed), feedback forms and certificates of attendance (SS to organise), expenses forms (KI had BSTP model which he would adapt and email to SS).

Already, participants had given “pre-feedback” suggesting that points that needed to be considered for future meetings should include costs (still too high?), flight/travel coordination (perhaps start later and finish later on first day?), the possibility of block booking accommodation (Council considered this unwise at this stage because of the potential financial liability that might be incurred, and the impossibility of ensuring that participants actually chose the block-booked rooms), and that meeting should be held fully during the week (the Friday/Saturday format was agreed by Council as a compromise for trial in the first instance. In general Council agrees that week day meetings would be preferable, but some organisations will not free employees during the week at present).

**ACTION: SS to continue coordinating the meeting. KI to send expenses form.**

#### **Module 2:**

A draft flyer for this module (September 2007) was in preparation, and would be available for module 1. A cost breakdown for the meeting was requested by the next meeting of Council.

**ACTION: SS to coordinate.**

#### **Module 3:**

This was currently scheduled for June 2008. There was discussion about moving to later in the month. The topic was oncology. Concern was expressed about whether the coordinator (TS) was still able to take this forward. KS agreed to take over this if necessary.

**ACTION: KS to liaise with SS and TS.**

#### **Modules 4 and 5:**

In order to address some of the cost, flight, accommodation issues, and to reduce organisational duplication, it was suggested that these modules, and subsequent ones, might be scheduled in pairs. Currently it was unlikely that the complete cycle could be completed in the originally preferred 3-year “residency” time frame. MD was the suggested coordinator for Module 4.

**ACTION: SS to discuss with MD and others on the Education subcommittee whether the new paired approach might be feasible. This would lead to the following timetable: Modules 4/5 September 2008, Module 6/7 June 2009, Modules 8/9 September 2009, Modules 10/11 June 2010 and Modules 12 September 2010.**

The lymphoma classification meeting that had been suggested by members of the BVOSG seemed to be in abeyance at present, with no further contacts reported between SS and the original proposer. BSVP would reconsider its support if/when a proposal, supported by costings, was forthcoming.

**ACTION: None.**

An urgent need was expressed for BSVP stationery to enable our communications to appear more professional. KI had prepared some models, one of which was adopted, with “paper” and “web” variants.

**ACTION: KI to incorporate logo into suitable letterheads etc.**

## **6. Regional issues:**

TW had expressed a desire to organise a meeting in Devon the subject of IBD in companion animals. It was suggested that SS approach him with a suggestion that this meeting be a South West regional meeting that could (after the submission of an appropriate proposal and costing) be underwritten to the value of £500 by central BSVP funds. The possibility of trying to kick-start a North West regional meeting at one of the Northern commercial labs was also discussed.

**ACTION: SS to liaise with TW. KI to liaise with commercial labs in Leeds/Harrogate area.**

## **7. BSVP at AVTRW Scarborough April 2007:**

Discussion focussed on the successful organisation but slightly disappointing overall impact of this day, based on the previous AVTRW model of plenary plus short communications. Format, venue and lack of participation by target (residents/trainees) were highlighted as potential stumbling blocks. Venue was fixed, but if BSVP was to retain its involvement with this event, it was suggested that next year the mould should be broken, and replaced with a “skills” day, organised by BSVP, and remaining within the AVTRW envelope. This might include macro/micro description component, practical photography (perhaps supported by company sponsors), guidance of presentation and speaking (perhaps including “critiqued” presentations), how to read a scientific paper, management/H and S issues, and some opportunity for individual case presentations as before.

**ACTION: KS to discuss with AVTRW leadership and report back.**

## **8. Distance learning:**

BSVP continued to support the aims of the RCVS Trust slide box scheme, but progress on this appeared to be slow. KS outlined the new WikiPath scheme, and it was agreed that this would be supported, initially by a link on the BSVP website.

**ACTION: KS to be the Wiki link.**

## **9. Website:**

The site was receiving about 900 visits per month, equivalent to about 5000 hits. New users made up about 40% of the visits each month. Visitors come from worldwide. Vet path training and the jobs page are the most visited areas. There was discussion about opening up the site to commercial sponsors and about charging for job adverts. This is to be kept under review as the site develops. Additional material including the careers brochure from the CD-ROM was to be added, and there was a general need for more material, particularly content such as macro cases, meetings and other links.

**ACTION: KI to continue active website development.**

## **10. Kegworth meeting:**

Possible topics were discussed including forensics, renal and dental/oral disease. The date was set for 13<sup>th</sup> October. The possibility of having all or part of the meeting at the new Nottingham Vet School, just a few miles from the old Kegworth venue, was discussed. The meeting might include a Wiki session on Friday, and finish with tea and a Nottingham tour?

The BSVP AGM also needed to be incorporated in such a way that participants could not readily avoid it. In order to satisfy the requirements for an AGM, one month's notice to members was required. The accounts would be presented, and each member of Council would present on their own area.

**ACTION: KS to talk to proposed speakers and liase with TS and others as necessary to try and get a programme out as soon as possible.**

**11. Sponsorship:**

KI was waiting to hear from a commercial laboratory, and would approach others depending on the outcome.

**ACTION: KI to continue networking.**

**12. Logo:**

KI had brought a selection of possibilities, and one was selected for adoption.

**ACTION: KI to start preparing stationery/supply logo to others in user-friendly format,**

**13: Any other business:**

The recent ABPI meeting on the subject of veterinary pathology was discussed.

**14: Date of next meeting:**

To be agreed by email at a later date.

Minutes prepared by Mark Stidworthy, 21<sup>st</sup> July 2007