

BOT MEETING (ZOOM) NOVEMBER 21, 2020

MINUTES





Zoom Meeting



BoT Member	Virtual assistance
Cristina Piauhy (CP)	✓
Diana Guest (DG)	✓
Janet Pinneau (JA)	✓
Josette van Luytelaar (JL)	✓ (partially present)
Jayme Panerai (JP)	✓
Léia Maria de M. Cardenuto (LC)	✓
Michael Brennan (MB)	✓
Patrizia Moselli (PM)	✓
Vita Heinrich-Clauer (VH)	Excused
Yael Harel (YH)	✓
Paola Alessio (PA)	✓ (partially present)



Saturday, November 21, 2020

California: 09:00 am, New York: 12:00 am, Brazil: 02:00 am, Netherlands, Germany and Italy: 06:00 pm, Israel: 07:00 pm – Duration: 1 hour and 30 minutes

Minutes	0
1 Opening of Meeting	3
1.1 Welcome and check-in round.....	3
1.2 Setting the timetable, decision making and approval of agenda.....	3
2 Evaluation of the 1st virtual gathering with the directors and presidents of affiliated societies	3
3 2nd virtual gathering with the directors and presidents of affiliated societies	4
3 Internal structure (committees, groups, etc.)	5
4 26th IIBA International Conference.....	6
5 Next BoT Meeting.....	7
6 Relocation of the IIBA office	7
Annex 1.....	8
Annex 2.....	9

1 Opening of Meeting

1.1 Welcome and check-in round

All in virtual assistance, except VH (excused).

1.2 Setting the timetable, decision making and approval of agenda

- As in previous BoT meetings, the decision-making process follows the “Gradients of Agreement”.
- DG is appointed as Tracker, JA as Timer and LC as Stacker.
- The meeting is held by CP.

2 Evaluation of the 1st virtual gathering with the directors and presidents of affiliated societies

The IIBA celebrated its 1st virtual gathering with directors and presidents of the affiliated societies on October 30, 2020. Previously to the meeting, the BoT approved the agenda as follows:

1. Welcome by the President (Cristina Piauhy)
2. Presentation of societies directors & presidents in virtual assistance (Josette Van Luytelaar, Jayme Panerai)
3. Current IIBA structure: societies, regions, federations, committees (Janet Pinneau, Paola Alessio, Yael Harel)
4. News from the International Faculty & E-book (Diana Guest)
5. News from the Teaching Committee (Patrizia Moselli)
6. Clinical Journal and digital edition (Léia Maria de M. Cardenuto)
7. Participation, Volunteering, Membership dues 2021 and Project Fund 2021 (Vita Heinrich-Clauer)
8. Sharing of ideas, thoughts and feedback - all Directors & Presidents are welcome and encouraged to participate (All, Michael Brennan, Vita Heinrich-Clauer)
9. Next steps (Cristina Piauhy)

Previously to the meeting, the IIBA Back-Office prepared a booklet with all up to date information about the IIBA:

1. About us
2. Strategy, vision & mission

3. Where we are
4. Structure & Committees

37 affiliated societies (from 49) were represented and all BoT members were virtually present on October 30, 2020. The meeting lasted almost 2 hours, was recorded and uploaded as private video to the IIBA Youtube channel. A “thank you” message, the link to the booklet and a link to the private video were sent to all directors and presidents afterwards.

The BoT members felt energized after the gathering and positive feedback from participants was received. Many participants appreciated just the connection and the fact of reaching out to them. Even if the end was a little bit, the BoT progressed through the meeting very well. The directors and presidents wanted to address the topics as follows:

- Regular exchange of experience (new ways of training, etc.) and how societies concerns can be addressed
- Improve website and make it more interesting to visit.
- Align IIBA’s social media activities to our common strategy.
- Strengthen network; reaching out to experienced CBTs for support, learning, etc.

The BoT members consider that there was too much content (structure and committees), but the booklet helped to clarify things. The BoT feels that the societies want more and that the IIBA has to provide more. Most properly the next meetings have to break in smaller groups in order to discuss topics and in order to keep on track (prevent going off-topic).

Unfortunately, a feedback form was forgotten to send out to the participants in order to obtain valuable feedback and identify areas of improvement. CP will take care of creating a feedback form for the next meeting.

The BoT members endorse or strongly agree on

The Booklet will be sent to the Members at Large, too. It is a phantastic informative in regard to the IIBA structure and institutional processes.

(NS will send the booklet with a short explanation to all Members at Large in the beginning of December.)

3 2nd virtual gathering with the directors and presidents of affiliated societies

The BoT does not approve the initial proposal of content from CP:

“Send the following questions to the directors the following week:

What are the strengths of your society? What are the challenges of your society? How can the IIBA support you? (Including reformulations from DG.)

We will do an analysis of the answers with construction of graphs to identify the specific questions, and the common questions in the societies. Based on this analysis and suggestions, we will build an action plan. The second meeting in January is to present the results and the initial action plan for suggestions from the group.”

The BoT members endorse or strongly agree on

*1. Celebrate the 2nd gathering on **January 16, 2021.***

*(NS will send out a “safe the date” in the week of November 30, 2020.
Agenda will follow asap.)*

2. CP will go through the latest surveys and analyse them.

(NS sent an e-mail to the BoT members with the summaries and general information from the surveys in 2017 and 2019 on November 26, 2020.

CP will narrow down the most important topics / ideas / feedbacks. During the meeting on January 16, 2021, the BoT members will present the results and will give the presidents and directors the chance to add further topics which have to be addressed and action plans will be worked out together.

3 Internal structure (committees, groups, etc.)

While studying the structure of the IIBA, CP came up with an important observation:

1. What is the difference between working groups and committees? For example: Ethic Consulting Group, why is it not a committee?
2. Curriculum Working Group, Virtual Education Committee, PDW Committee, Selection and PDW Committee are Teaching Committee Working Groups?

After discussing certain structure issues (most important details discussed see below), it has become clear that the structure has to be reviewed, names of the committees and working groups have to be adjusted. In general, clear responsibilities, tasks and boundaries are lacking.

There is a certain agreement between the BoT members that “Working Groups” belong to “Committees” and “Committees” only report to the BoT.

Regarding “Virtual Education Committee”: DG and PM point out that there is no such a committee. When it comes to the organization of webinars, a “Social Education Working Group” might take care of this project. This “Social Education Working Group” will be under the umbrella of the Teaching Committee in order to avoid “overlapping” of responsibilities and tasks.

Regarding “Ethical Consulting Group”: DG explains that the key thing about the “Ethical Consulting Group” is that it has to be linked to the BoT and the other thing is that they do not adjudicate anything. It is only a “Committee” to support the societies to make the ethical decisions. It is not a “Committee” which makes any decisions about ethical issues. It is an “Advisory Board”. It is only a “Consultation Group” and hence, the BoT 2019 approved the “Ethical Consulting Group” in May 2019.

PM highly recommends to rethink its naming. Every association needs to have an “Ethics Committee”. Even if the decision factor is very limited, the Committee needs its proper name and needs to be named as “Ethics Committee”. The IIBA can have its own structure, but international standards have to be kept. The name will be adapted in the future, when approving the reviewed structure of committees and working groups.

Regarding Teaching Committee: There is a certain agreement between many BoT members that all teaching issues have to belong to the Teaching Committee. Once the structure of the “Committees” and “Working Groups” will be worked over, the PDW has to be especially addressed. It might be necessary to bring back the responsibility of the PDW to the Teaching Committee.

(History: The BoT (03/2018) felt strongly that the IIBA Faculty must have the authority & responsibility to develop a plan for rationalising the mission, planning and execution of the PDW.)

PM as Chair of the Teaching Committees, will work out clear boundaries of the Teaching Committees and will present her proposal to the BoT asap.

4 26th IIBA International Conference

So far, the members of the Scientific Committee and the Organizing Committee are only from Latin America. Both Committees do not have any members from the other regions (Europe & Nanziba). The BoT is very concerned that this “closed structure” might cause assumptions in the membership that the 26th IIBA International Conference will become a “Latin American” conference for Latin Americans.

CP will prepare a letter, sent to Liane Zink (Chair of the Conference Committees) Ana Lucía Faria (2nd Chair of the Conference Committees) requesting as follows:

Adapt to our common procedures and organize the 26th IIBA International Conference as a truly international conference taking into account the needs of our global community. The letter will especially focus on

- Requesting the immediate incorporation of representatives from other regions (Europe and Nanziba) in all Conference Committees and
- Working out an international schedule / timing for the virtual conference.

The BoT will also request to reevaluate the venue/place for the in-person conference in 2022. Even if São Paulo might offer important advantages in terms of price, the countryside might be seen more attractive and safer as an urban venue (especially when it comes to the fact that we will not have a full recovery from the virus - or vaccination throughout the populations in all countries).

5 Next BoT Meeting

No date discussed. Most properly, the in-person meeting in March 2021 will be held as a “hybrid event”. Those BoT members who feel ok with travelling might meet in person; others might join virtually. It will be decided later.

6 Relocation of the IIBA office

The IIBA Office has relocated in the end of November. The change of tax domicile has been processed and the Register of Associations of the Government of Catalonia (Spain) has approved the change of address (see annex).

New address:

C/ dels Ametllers, 6 – 08670 Navàs (Barcelona) – Spain

Phone (+34 936 007 448) and e-mail (iiba.spain@bioenergeticanalysis.com) remain the same.

Annex 1



TARJETA DE IDENTIFICACIÓN FISCAL

Número de Identificación Fiscal **Definitivo**

G65432429

Denominación **INTERNATIONAL INSTITUTE FOR BIOENERGETIC ANALYSIS ASSOC.**

Razón Social **(IIBA)**

Anagrama Comercial:


Domicilio **C AMETLLERS (DELS), NUM. 6**

Social **08670 NAVÀS - (BARCELONA)**

Domicilio **CALLE DELS AMETLLERS, NUM. 6**

Fiscal **08670 NAVÀS - (BARCELONA)**

Annex 2

 **Generalitat de Catalunya**
Departament de Justícia
Direcció General de Dret
i d'Entitats Jurídiques

Referència:	48844 / 2020 (MMH)
Assumpte:	Canvi de domicili
Reg. sortida:	[\$NUM_REG_SORTIDA\$]
Data reg. sortida:	[\$DATA_REG_SORTIDA\$]

Sra. Nina Schubert
IIBA Assoc. (Instituto Internacional de Análisis Bioenergético)
Carrer Bergadà, 21-23, 2n 5a
08029 Barcelona

Senyora,

En relació amb el vostre escrit rebut en aquest Departament el dia 18/11/2020, mitjançant el qual ens comuniqueu el trasllat de la seu social de l'entitat al Carrer dels Ametllers , 6 de Navàs (Barcelona), us faig avinent que se n'ha fet l'assentament d'inscripció corresponent en el Registre d'Associacions.

Atentament,

Responsable d'òrgans de govern

Montserrat Mayenco Hueso

Barcelona, 24 de novembre de 2020