

16th International EAUN Meeting

21-23 March 2015, Madrid, Spain



in conjunction with
EAU15



MINUTES EAUN ANNUAL GENERAL MEETING - Madrid

Location: IFEMA Feria de Madrid
Room: Room Berlin
Date: Monday, 23 March 2015
Time: 13.15 – 13.45 hrs.

Attendance: 29 delegates attended the AGM

		DECISIONS
1.	Welcome by the chair	
	- The chair thanks all attending delegates for attending the AGM.	
2.	Approval of the Minutes AGM 2014	
	- Vote: 100% in favour. - The minutes are accepted without comments.	ACCEPTED
3.	Formal installation of new member	
	<p>Changes on the board</p> <p>- This year Mr. Willem De Blok is stepping down as board member, but will stay involved in various activities, such as the SIG groups and contacts with companies. Willem is thanked for his enormous contribution to the work of the board in the past years.</p> <p>One new member will be installed in the board. The new board members introduces herself so the members can get to know her more :</p> <p><i>Corinne Tillier:</i></p> <p>I am a French clinical nurse specialist working in the Netherlands. When I saw the position, I immediately knew I wanted to apply, because I am in research and I think I can help the board. Also in education which I think is very important. And I will try to get the French nurses to involve in the EAUN. I believe they could give a valuable contribution and it might be easier to get them involved if someone speaks French.</p> <p>Election of new board member</p> <p>- Does the membership accept Corinne Tillier as board member for 3-year term: Vote: 100% in favour.</p> <p>Welcome to the board!</p> <p><i>Susanne Vahr:</i> Susanne's first 3-year term is finished but we are happy that our 'Goddess of guidelines' agreed to do a second term. We are looking forward to the next guideline she will produce!</p>	ACCEPTED
4.	Approval of new EAUN Bylaws articles 8.8. & 8.9	

Now that a Scientific Congress Office is responsible for the scientific content of the annual congress the Board asks approval of the members to add the following articles to the bylaws:

8.8 Scientific Congress Office (SCO)

- The SCO comprises 5 members (including chair).
- A current EAUN board member will be chair of the SCO
- The committee members will have a three year term.
- A conflict of interest declaration is required yearly and reviewed by the EAUN Board.
- The SCO will comprise members from a broad cross section of urological nursing sub-specialist areas. It will, on occasions, be necessary to seek input from colleagues in under-represented areas of expertise.

Role SCO

- The role of the SCO is to decide on the scientific content of the congress programme (topics, speakers, describe the session/aims and objectives).
- The SCO members shall review the abstracts submitted for congress.
- The SCO works independently with the chair of the SCO reporting to the EAUN Board.
- The SCO shall review the learning objectives of the congress yearly.

Approval of bylaw 8.8

- Does the membership agree to accept article 8.8 of the EAUN bylaws:
Vote: 100% in favour.

ACCEPTED

8.9 Accepting honoraria in company activities at the EAUN Annual Congress

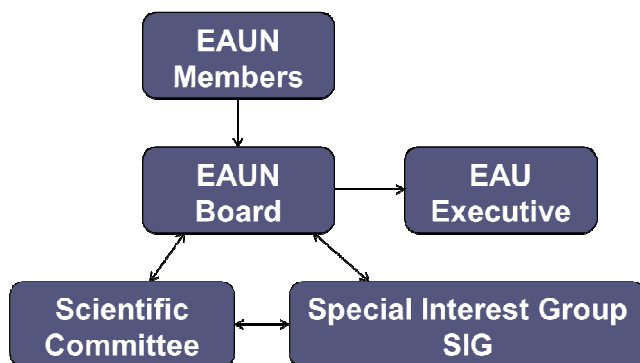
- No member of the EAUN board, EAUN SIGs or SCO Committee should accept, for their own financial gain, any honorarium derived from company sponsored activities undertaken at the international EAUN meeting or EAUN satellite meetings.
- Where involved in such activities and when a honorarium has been offered to the afore mentioned member(s), companies will be requested to provide a grant of the said amount to the EAUN in support of furthering its educational and scientific activities.
- All grants will be clearly identified in the accounts of the EAUN.

Approval of bylaw 8.9

- Does the membership agree to accept article 8.9 of the EAUN bylaws:
Vote: 100% in favour.

ACCEPTED

5. The report of the chair with presentation of the achievements of 2014/2015



Board structure

This diagram shows how the board looks at the organisation structure: the board is not on the top of our organisation, but the members are, because we exist because of and for the members.

Growth targets (membership, congress, fellowships)

- Over 2000 members (the +1 campaign is one of the ways we use to achieve this)
- The Fellowship is popular, but we hope we can offer this to more nurses and have therefore expanded the possibilities
- The Post EAUN (National) Meetings in the Netherlands and Denmark attract many participants and we expect this idea will be extend to more countries
- We would like to realise a wider collaboration with national societies and are open to proposals from them.
- We have been able to find company support delegates to attend congress. (see Annual Meeting)

Current & Long term strategic planning

Annual Meeting

We hope you have all enjoyed the congress and will give good feedback in the survey afterwards, which you will be asked to fill out when you download your certificate of attendance. For the next conference we will be able to offer a number of people support to attend our conference: we have received a grant for 10 people for 2 years. Details will follow.

Sponsoring

The rules for sponsoring from the FPA restrict the possibilities for the companies, but the number of companies that is interested / involved in sponsoring the EAUN Meeting is rising. More in particular, the interest in supporting the EAUN guidelines development and other educational opportunities with educational grants is rising.

Guidelines

The EAUN Guidelines are very successful and recognised also by urologists. We create one new update per year, and although we would like to extend this we do not have capacity (manpower) to produce more.

Education and accreditation

- *Accredited online education*
e-learning is the new reality, people do not receive money for travelling any more. So we will go on working with the University of Ulster on the e-learning modules.
- *Study day*
The UTI course in Amsterdam is all set. We have 25 participants and it going to be a great course with great speakers.

6. Reports Finances & Scientific Committee & International cooperation & Special Interest Groups (SIG)

Finances

- The current budget is 25,000 per year, not including congress and office cost. This is not an enormous amount, compared to the things we would like to achieve, so we have to be careful.
- The board has in the last year reduced the frequency of the board meetings, and reduced cost of the newsletters, by switching to exclusive email newsletters, to stay within the budget.
- We do not expect the congress to bring a profit in the coming year, as the number of delegates has gone down, while cost keeps rising.

		2014	Expected 2015
Expected Congress cost Congress centre, speakers, invited persons, board, scientific committee, nurses dinner, welcome reception, promotion, awards		122,667	130,000
Expected Congress income		130,098	103,150
Fees	2014 2015	100,018	90,000
Sponsoring		30,080	13,150
Profit/loss		7,431	-26,850

Other EAUN activities	2014	Expected 2015	Differences explained:
Board meetings	25,775	15,000	Reduction: less board meetings
Board Congress & Meeting attendance	4,279	2,000	
Fellowships	1,900	4,000	
Various cost (EUT print, subscriptions, board education)	10,000	4,000	Reduction: no printed mailed EUT
SIG groups	0	0	No live meetings
		25,000	
Guidelines (BI print, MEC, TRUS)	10,600	17,000	
Education (UTI course)	2,000	28,000	
	41,954	45,000	
EAUN Coordinator & EAUN Membership assistant	47,000	47,000	
Office costs	P.M.	P.M.	
Income	27,600	40,100	
Memberships	7,600	8,100	Group fee raised 50 euro per year per group
Corporate Sponsorships	0	0	
Guidelines sponsorship	0	22,000	7,000 BI, 10,000 TRUS, 5,000 MEC
Education sponsorship	20,000	10,000	Wellspect UTI course (2 instalments)

EAU SUPPORT		2015
Congress loss (personnel congress organisation cost not included)		26,850
EAUN Coordinator + EAUN Membership assistant		47,000
Office costs		P.M.
EAUN Board budget	NEW	25,000
		98,085

BUDGET 2015			
	EXPECTED COST 2015	EXPECTED INCOME 2015	
ANNUAL CONGRESS	130,000	103,150	REGISTRATION FEES AND SPONSORING
		26,850	CONGRESS LOSS COVERED BY EAU
BOARD MTGS FELLOWSHIPS VARIOUS	25,000	25,000	BUDGET COVERED BY EAU
GUIDELINES	17,000	22,000	GUIDELINES SPONSORSHIPS
COURSES	28,000	10,000	EDUCATION SPONSORSHIPS
		13,000	EAU SUPPORT
EAUN MEMBERSHIP ASSISTANT	7,000	8,100	MEMBERSHIP FEES
EAUN MEMBERSHIP COORDINATOR	40,000	38,900	EAU SUPPORT
	247,000	247,000	

Scientific Committee

- Since 2014, EAUN has its own Scientific Committee (SCO) composed of 5 nurses (Stefano Terzoni (chair), Jerome Marley, Rita Willener, Lisette Van Der Bilt, Bente Thoft Jensen)
- The SCO is responsible for organising the programme of the annual congress, which is then discussed by the Board.



Cooperation with other organisations

- To be able to develop a common framework we need to even more cooperate with National Societies.
- New collaborations between EAUN and local associations have been established in order to organise courses on a local basis in European countries, with accreditation.
- National societies of urological nurses and stomatherapists are being involved in proposals of joint educational programmes.

Special interest Groups (SIG)

The ultimate purpose of the groups is the exchange of knowledge and to build up a network.

Purpose

- Provide a forum/think tank for nurses with a special interest/knowledge about specific urological issues.
- Exchange experiences and investigate urological nursing issues related to the topic of their group.
- SIGs support the EAUN board with their expertise/special interest.
- They build up a network and enhance their own knowledge at the same time.

Structure

- A SIG group is formed by nurses with a specialisation.
- Every SIG group will have a chair who acts as the connector between the group and the EAUN board.
- The groups will work autonomous.
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Ideas and possible tasks

- Topics and lecturers for upcoming EAUN congress.
- Workshops at next EAUN congress.
- Topics for publications, guidelines, research projects.
- Assist in scoping a guideline.
- Find existing research projects that might be supported.

	<p><i>Continence SIG members:</i></p> <ul style="list-style-type: none"> ○ Wendy Naish, Chair (UK) ○ Eva Wallace (IE) ○ Sharon Holroyd (UK) <p><i>Bladder Cancer SIG Members:</i></p> <ul style="list-style-type: none"> ○ Willem de Blok, Chair (NL) ○ Line Noes Lydom (DK) ○ Kathryn Chatterton (UK) ○ Heike Püschel 	
7.	Subjects for the next Congress in 2016 in Munich	
	Please let Hanneke or a board or SCO member know should you have an idea for a session in Munich.	
8.	Proposals from the members	
	- There were no further proposals	
9.	Closure	
	- Thank you for attending the AGM!	