

**MINUTES OF THE ANNUAL GENERAL MEETING
VIENNA, AUSTRIA
15th September 2016**

1	<p>The Minutes from Montreal, Canada 2015 were accepted.</p> <p>There were no matters arising.</p>
2	<p>President's Report – Prof J J Wyndaele (JJW):</p> <p>There is ongoing restructuring of ISCoS, both in administration, evaluating structures and budget.</p> <p>The Editorial Office in Belgium will close at the end of October and move to ISCoS Headquarters at Stoke Mandeville Hospital. S Halsall has been appointed Publication Manager.</p> <p>The creation of three affiliated professional groups, in a non-voting capacity, needs to be re-evaluated.</p> <p>The Constitution is undergoing review and a draft would be sent to the membership prior to the AGM next year for comments. Some of the proposals will be a smaller Executive, a bigger role for the Administrator, strong Committees and a new Council structure where the Executive and Committee Chairs will meet. The Committees will be, Education, External Relations, Prevention, Scientific and a new Publication Committee.</p> <p>There are new Guidelines for the Annual Scientific Meetings.</p> <p>There was discussion about Consumers being members of ISCoS but no definitive conclusion was reached. Each application will be dealt with individually. It was noted that two past Presidents, P Dollfus and A Rossier were also consumers. Consumers who are actively employed in the field of SCI are eligible for membership.</p>
3	<p>Report of the Honorary Secretary – Dr S Katoh (SK):</p> <p>The death of Dr Paul Kennedy was announced.</p> <p>There were 194 new members for 2016 which is an increase on 2015.</p> <p>The revision process of ICD will be finalized this October. It had been proposed using AIS as the extension code to WHO via its Musculoskeletal Topic Advisory Group. A final decision is awaited. SK said he would be Chair of this group.</p> <p>The matter of the members from NOSCOS was raised and it was confirmed that MB was working with NOSCOS regarding joint membership.</p> <p>There was discussion about downloading presentations from the Annual Scientific Meetings. It was suggested that next year the Presenters could indicate whether they were happy for their presentations to be downloaded. One of the issues was if the data was not yet published. Some of those present said they were not happy that the audience were taking photographs and this should be addressed at future meetings. Some members present said they would be happy to have their presentations downloaded and Speakers could be asked about the taking of photographs.</p>
4	<p>Report of the Honorary Treasurer – Dr M A Jamous (MAJ):</p>

The accounts were presented in a different format; they showed the income plus the expenditure for the year. The surplus for 2015 was £8,000.

The main sources of income are the Journal, Subscriptions and Meetings. Running costs have increased and with the move of the Editorial Office costs will increase next year, including a sum of money to be allocated to the new Editor.

Investments had been locked in for a further period.

MAJ proposed the following:

Annual membership £45 for 2017.

To disconnect the printed journal from the membership and offer it as a separate package at £50 for 2017.

Both were agreed following clarification that there was no increase in the actual membership and that the printed journal was not part of the membership fee.

MAJ said that the accounts next year would show increased spending.

5 Report from the Editor Prof J J Wyndaele (JJW):

From the 1st November 2016 the Editorial Office will move. From January 2017 JJW said he would step down as Editor and would be looking for a new Editor and the selection process would start after this meeting. JJW said it involved about 2-3 hours work per day.

A new Contract had been signed with the Publishers.

Editorial Office costs would rise from 2017.

For the journal Spinal Cord Series and Cases, we are in the process of getting this indexed.

For the printed journal the word count has been abandoned and the backlog has risen.

The IF was down.

It was suggested that we could pay approximately £750 for high level review reports.

6 Scientific Committee Report – J Steeves – (JS):

In Montreal there had been more Posters which were displayed together with the Exhibitors. 50% of Workshop submissions had been rejected.

A new format for future meetings had been agreed;

More Workshops
Drop oral presentations
2 Plenary talks a day
Poster sessions

For 2016, on the second day, there would be 90 minute discipline based meetings.

2017 Dublin
2018: Sydney, Australia
2019: possibly a combined meeting with ASIA. Alternatively come back to a venue in Europe.
2020: Japan

Formation of FACT (Functional Activity Consulting Team): JS he would take the Lead on this.

<p>7</p>	<p>External Relations Committee – A/Prof D J Brown (DB):</p> <p>This was now the largest Committee of ISCoS.</p> <p>WHO-ISCoS Workplan 2017 – 2019:</p> <p>The proposed work consists of three collaborations:</p> <ol style="list-style-type: none"> 1 InSCI which will compliment the WHO Survey. More people from other countries are needed and we could work with our Affiliated Societies. 2 Request to support WHO, who respond to National Governments such as disasters/prevention/education. 3 Disaster Response Plan.SK is taking the lead on this and we are working with Handicap International. <p>Sub-Committees ERC:</p> <p>ISPRM: a letter was signed in March 2015 and we now have a Memorandum of Understanding.</p> <p>Handicap International: A Memorandum of Understanding was signed early in 2016 in relation to the development of a socialist SCI team that will be able to respond quickly to natural disasters. E Weerts has obtained funding to support this initiative and it will be developed under the remit of the Disaster Sub-Committee and HI.</p> <p>Affiliated Societies Sub-Committee: All Affiliated Societies now come under the ERC on this sub-committee.</p> <p>The Disaster Sub-Committee: S Katoh would Chair.</p> <p>There are a lot of challenges with the ERC and co-ordination and structure will be worked on.</p> <p>Agreed that next year the ERC would have a two-hour Committee Meeting.</p> <p>DJB concluded by introducing J Middleton as the new Chair.</p>
<p>8</p>	<p>Education Committee Report A/Prof L Harvey (LH):</p> <p>Workshops: Botswana for AFSCIN, Mongolia, Guatemala, Middle East.</p> <p>Future funding would be needed for AFSCIN.</p> <p>eLearn continues to be a major focus of the Education Committee with translations into Spanish and Portuguese with ongoing work into Russian, French and German as well as Mongolian and Mandarin. This is a huge job and external money is needed. There are now 30,000 registered users, the Nursing module has been updated.</p> <p>Consumers’ module – funding is needed.</p> <p>There had been a massive Open Online Course for SCI Physiotherapists. LH felt that the way forward would be to roll out online courses to other allied professions.</p>
<p>9</p>	<p>Prevention Committee – Dr H Chhabra (HC):</p> <p>1) ISCoS Database- ASCoN Pilot Project (IDAPP):</p> <p>A report on the work to date would be done by the end of the year. Continuation of the project had been agreed with further expansion to include other centers. It is not clear how the data will be used.</p>

	<p>AV capsules for creating awareness on Prevention of Spinal Injuries:</p> <p>AVs in English are on the ISCoS website. Translations have been completed in Hindi and Romanian. Interest has been shown for translation into Greek, Turkish, Japanese and Spanish. More will be done regarding regional languages.</p> <p>Creating awareness about need for Prevention & about activities of Prevention Committee:</p> <p>A Poster completion was conducted.</p> <p>Developing other tools for campaigns on Prevention of SCI:</p> <p>Radio jingles have been uploaded onto the web site.</p> <p>SCI Day:</p> <p>The 5th September has been chosen as a neutral day following consultation. Many countries throughout the world participated in the 1st SCI day and information has been uploaded onto the SCI web. Brand Ambassadors are being sought.</p> <p>It was noted that it was cheaper to purchase the SCI Textbook via India.</p>
<p>10</p>	<p>Nominations Committee:</p> <p>194 new applications were approved.</p> <p>Prof J J Wyndaele re-elected for a further 2 year Term.</p> <p>Affiliated Representatives: SLAP – Dr F Montero and DUFSCoS – Mrs W Faber. Elected for a 3-year Term and would come under the External Relations Sub-Committee.</p> <p>New Affiliated Societies:</p> <p>The Academy of Spinal Cord Injury Professionals (ASCIP) Chinese Spinal Cord Society Hellenic Society of Physical & Rehabilitation Medicine (PRM)</p> <p>The African Spinal Cord Injury Network became an Affiliated Network Organization.</p> <p>Society Medal: Dr S Charlifue, USA was the 2016 recipient</p>
<p>11</p>	<p>Date of next Annual General Meeting: Dublin - October 2017.</p>