International Federation of Endodontic Associations

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MINUTES OF THE 2004 MEETING OF THE I.F.E.A OFFICERS AND THE BOARD OF DIRECTORS

Held on 7th September 2004 in Boardroom 1, Brisbane Convention Centre, Brisbane, Australia

1. **OPENING OF THE MEETING**

The meeting was called to order at 2.47 pm

2. MEMBERS PRESENT

The following Officers and Regent Directors were present:

- *President:* **Dr. Adam Stabholz** (Israel)
- *Past President:* **Dr. Fred Weinstein** (Canada)
- *President-elect:* **Dr. Paul Abbott** (Australia)
- *Secretary:* **Dr. Tony Hoskinson** (UK)
- *Treasurer:* **Dr. Joseph Maggio** (US)

- *Asia:* **Dr. Ernesto Vizcarra** (Philippines)
- *Europe:* **Dr. Catherine Ricci** (France)
- *Oceania:* **Dr. Ralph Reid** (Australia)

The Board formally noted the sad passing of Barry van Os.

Apologies were received from Regents Ricardo Lalis and Yolanda de Justis

3. MINUTES OF PREVIOUS MEETING

Proposal that "The Minutes be accepted as a true and correct record of that Meeting." Proposed Dr Paul Abbott, seconded Dr Fred Weinstein. ***Motion Carried.***

The President then signed the Minutes.

4. OFFICERS' REPORTS

President's Report: At the AAE meeting in Anaheim in May, the executive met with the CAE to discuss the Vancouver meeting. The Bureau of Speakers project is now complete and will be launched officially at the General Assembly. Now necessary to encourage member societies to use it and to spread endo knowledge and foster new contacts. He also stressed the importance of following the guidelines to acknowledge those speakers who give generously of their time. He wished Dr Reid and Dr Abbott good luck for the Brisbane meeting and was sure it would be a great and deserved success.

He anticipated development of the website and was sure it was the way to go. He was keen to see more countries join IFEA, such as Ukraine, where they anticipated starting an endodontic society – he hoped to be able to attend their meeting in October.

President-elect's Report: Dr Paul Abbott reported that he had been fully occupied with preparation for the forthcoming Congress.

Secretary's Report: Dr Tony Hoskinson gave a brief report on the continuing day to day running of the Association and the recurring problem of lack of response from several societies.

At this point the meeting was suspended as the President of the AAE – Dr Sandra Madison, the Executive Director Mr James Drinan, came in to bring greetings, congratulate the organizing committee and request a meeting of the Board with them and other AAE officers – this was arranged as a breakfast meeting for Thursday 9th September. Dr Reid wished to place on record his appreciation for the assistance received from Jim Drinan, Dr Madison explained that topics they would like to discuss included AAE's role in IFEA as they addressed the more global aspects of endo. Topics included education of general dental practitioners, the perceived competition from implants, specialty recognition, possible joint meetings and improved communications including different languages patient pamphlets. The meeting then resumed with the Treasurer's report.

Treasurer's Report – Dr Joe Maggio informed the meeting that the Association is generally working to budget and should remain solvent with monies gained from the congresses. There was a deficit of $10474 for the year to 31 Dec 2003. The reserves stood at $104116 as at 31July 2004. The financial liaison officer at the AAE, Annie Leong, was able but more demanding than our previous liaison. In response to Dr Fred Weinstein's question about sponsorship money, the Secretary explained that the letter to Dentsply in 2003 had not been received so no decision on sponsorship had been made that year. It was too late to request retrospective help once he discovered that no cheque had been received, but Dentsply had kindly agreed to provide $5000 sponsorship again for 2004 – the cheque should have been received by now.

The President brought up the question of raising more funds by sponsorship and possible uses such as sending IFEA members as speakers to inaugurate initial international meetings for new members. Dr Abbott advised caution as these countries may anticipate IFEA funding for such meetings – monies we don't have.

The Treasurer postulated that, as the profit from our recent meetings was less than the sponsorship money, we would make far more money if the sponsorship gained for the world meetings was received, but without the meetings. He added that of course this what not what we were about!

The Secretary was concerned that we had made no progress in gaining sponsorship over past three years, despite the proposal to set up a task force and develop a firm strategy – the matter was no longer an agenda item. There was further discussion on the merits of the corporate sponsors or members of IFEA – AAE had been very successful with their fund raising, but it was pointed out that companies had approached AAE, rather than the other way round, as they could perceive significant marketing benefits. Proposal to constitute the task group was proposed by Dr Abbott and seconded by Dr Weinstein.

Dr Ernie Vizcarra added that in the Philippines, sponsorship had been gained to fund outreach continuing education courses for general dental practitioners.

Dr Reid advised the meeting that sponsorship for the Brisbane meeting consisted of $50,000 from Dentsply, $30,000 from Sybron, a lesser amount from local dealers Gunz, but they had to work very hard to get any further funds from the other sources – it is hard work getting sponsorship money these days!

Proposal "to accept the Treasurer's report" Proposed Dr Weinstein, seconded Dr Abbott.
Motion Carried unanimously.

5. OLD BUSINESS

a) The Secretary announced the resignation of Paraguay. The situation concerning Brazil was confusing, but to date no dues had been received for the past two years. It would be necessary to minute this at the General Assembly meeting, unless the dues were received this week.

b) The Secretary presented the Bureau of Speakers folders, sent over from the printers in the UK. Overall he was satisfied with the final result, although some entries were in the wrong country section and would need to be repositioned – an easy task with the loose-leaf format. Two copies would be given to every country representative to take home, with copies for the officers as well.

c) The Secretary reported a 5000 print run for the 2004 Newsletter, with slightly increased costs for the photo front cover – advertising revenue was the same as last year - $2050. He noted that over 50 US delegates were in Brisbane which was a great improvement on previous congresses and that the gamble to increase our print run of the Newsletter so much in the past few years and provide copies for every AAE meeting delegate may have been vindicated.

d) The Secretary reported that Thailand had joined as a provisional member – the meeting then ratifies it membership and this would be announced at the General Assembly, In response to another letter to Turkey some months before, their dues were subsequently received at our admin office at the AAE. However, despite further emails, no completed application form, lists of officers or members, or any other required documentation had been received. It was agreed that we would report to the General Assembly that their membership was pending. There had been strong interest from Hong Kong and it was expected that they would wish to join once the proposal to reduce the number of required members of a society was approved by the General Assembly. Ireland may also now be interested once the by-laws were amended.

e) The Secretary reported that Jim Drinan had emailed to state that admin support costs for the current year were $3000. In view of the reduced need for support, the Secretary felt that, with hindsight, it would have been preferable and much less costly to employ his practice secretary to carry out the necessary tasks. The Treasurer added that the amount of financial support needed was minimal and could easily be provided 'in-house'. Consideration should therefore be given to not negotiating a new agreement with the AAE after the expiry of the current arrangements in December 2005. The matter would be placed on the agenda for the next meeting in Dallas in April 2005, by which time the new Secretary would be able to assess the situation better.

As the meeting was over running, it was agreed to bring forward Item 6d) – the two bids for the 2010 World Congress. PowerPoint and hard copy presentations were given by Dr Christopher Emery on behalf of the British Endodontic Society and by Dr Panos Panopolos for the Hellenic Endodontic Society.
Following these presentations, the Secretary confirmed that the by-laws required the Officers and Regents to vote only if there was a tied vote at the General Assembly. If still tied, the President would have the casting vote.

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f) Dr Ralph Reid reported that all was in place and ready to go. They had passed their break-even number of 410 and it appeared the final number would be in the region of 460-480, depending on the number of on-site registrants. He was disappointed with the poor response from the Australians, despite a comprehensive advertising campaign. As the contract with PCO was based on anticipated higher numbers, the meeting will be penalized financially so he anticipated only a modest surplus. The programme looked excellent and he emphasized Dr Abbott's phenomenal dedication in achieving this. Numbers for the Dinner were also less than expected and, with hindsight, a higher charge should have been set.

g) There had been no contact from the CAE representatives concerning the Standards of Practice document, although it was understood that it was now finalised and being used in some Canadian Dental Schools – it had also in part been adopted by the AAE. Dr Abbott will check with Dr Raymond Greenfeld. **Action PA**

h) The Secretary had already reported on the Newsletter budget. There was nothing to report on Education or Research Committees.

i) The Secretary reported on website quote from Blackwells, a respected publisher with experience in this field. Two models of varying sophistication were discussed and the simpler and less expensive alternate agreed upon. Cost would be in the region of $9-12,000, with expected updating and web maintenance costs of $2-3,000. In principle it was agreed that we should proceed with a website and the secretary would obtain more quotes from similar companies in the US or Australia where costs may be lower and the currencies somewhat 'kinder'. **Action AH JM**

6. NEW BUSINESS

a) Dr Fred Weinstein reported. A member of their PCO company had arrived with a booth provided by the Vancouver Tourist Bureau for the exhibition at the Brisbane meeting. They had an excellent website that was up and running. He intended to meet with Dr Reid and his PCO for advice and experience gained from the current meeting. They will commence their advertising strategy once this meeting is over. He expressed some concern about gaining adequate levels of sponsorship and this would be addressed soon with the incoming President Elect Dr Hoskinson. The scientific programme will be overseen by Cal Tornek and Marshall Peikoff. There was no decision yet on whether a Pre-congress meeting would be held although there was less enthusiasm now for such an idea as it transpired that several of the attendees of the Pre-congress TPEC meeting in Port Douglas were not attending the IFEA meeting in Brisbane.

b) Dr Reid wished to see the agreement by invited speakers to an IFEA congress not to give other presentations in that country, or to and from the meeting, adopted by dental trades as well. It was suggested that Dr Abbott and Dr Hoskinson add a paragraph to the Congress Guidelines to clarify this point and avoid any future pre-congress meetings must also attend the IFEA congress. **Action PA & AH**

c) The Secretary advised that only one nomination for Secretary/Editor had been received and therefore Dr Joe Maggio would be elected to this post at the General Assembly – Dr Maggio was congratulated by the other members. Drs Reid, Catherine Ricci, Ernesto Vizcarra and Ricardo Lalis had all been renominated by their respective national societies to serve further terms as Regent Directors for their regions. Dr Yolanda de Justis had indicated that she did not wish to serve another term and as a result the AAE had nominated Dr Sam Dorn to serve as North America Regent Director. No decision could be made at present with respect to the African Regent Director, but it was hoped to discuss this matter with Dr Clive Sidley from South Africa during the congress.

d) See above

e) Any Other Business. There followed a discussion on the appointment of a new Treasurer to replace Dr Maggio. Few names had been put forward and the members were requested to think long and hard to come up with names before the end of the congress! Consideration should be given to individuals from countries and especially regions not previously represented on the executive committee. In the meantime, DR Maggio would continue to oversee the finances and remain as signatory for cheques.

f) The next meeting would be held during the Annual Session of the AAE in Dallas, Texas, USA at the Wyndham Anatole on Thursday, April 7, 2005 from 2-4:30 PM in the Madrid Room.

The meeting was adjourned at 7.07pm.

Attachments to Minutes:

- *Treasurer's Report 2004*
- *Treasurer's 2004 Budget Proposal & 2003 Income-Expenditure*

Signed as a true and accurate record on April 2005 ……………………………….

Dr Paul Abbott

International Federation of Endodontic Associations
Statement of Activities
For the Twelve Months Ending December 31, 2003

	December	2003 YTD	2003 Budget
REVENUE			
Interest	$1,059	$2,251	$2,400
Membership Dues	0	7,480	7,500
Newsletter Ad	0	2,050	2,000
Sponsorship	0	0	5,000
Total Revenue	$1,059	$11,781	$16,900
EXPENSES			
Audit & Legal	$0	$0	$100
Board Meetings	0	6,077	6,500
Cost Sharing	1,250	2,500	2,500
Honorarium	0	2,000	2,000
Newsletter	0	7,233	6,000
Postage	214	527	4,000
Printing	0	426	500
Research Awards	0	3,000	4,000
Supplies	0	187	50
Telephone	0	0	50
World Congress	(1,093)	0	0
Other	0	305	350
Total Expense	$371	$22,255	$26,050
Increase (Decrease) in Net Assets	$688	($10,474)	($9,150)

International Federation of Endodontic Associations
Statement of Activities
For the Seven Months Ending July 31, 2004

	July	2004 YTD	2004 Budget
REVENUE			
Interest	$716	$717	$2,400
Membership Dues	3,685	5,705	7,500
Newsletter Ad	0	0	2,000
Sponsorship	0	0	5,000
Total Revenue	$4,401	$6,422	$16,900
EXPENSES			
Audit & Legal	$0	$0	$100
Board Meetings	2,276	2,276	6,500
Cost Sharing	1,250	1,250	2,500
Honorarium	0	0	2,000
Newsletter	7,832	7,832	6,000
Postage	145	1,756	4,000
Printing	545	545	500
Research Awards	5,000	5,000	4,000
Supplies	0	0	50
Telephone	6	6	50
Other	60	60	350
Total Expense	$17,114	$18,725	$26,050
Increase (Decrease) in Net Assets	($12,713)	($12,303)	($9,150)

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Statement of Financial Position
For the Seven Months Ending July 31, 2004

	2004 Actuals	
Assets		
Checking	S1,763	
Money Market	61,746	
Certificate of Deposit	26,586	
Accts Receivable	1,021	
Prepaid Expense	13,000	
Total Assets		**$104,116**
Liabilities & Net Assets		
Accounts Payable	$183	
Total Liabilities		$183
Equity	116,236	
Profit (loss) YTD	(12,303)	
Total Net Assets		$103,933
Total Liabilities & Net Assets		**$104,116**