

INTERNATIONAL ACADEMY OF PATHOLOGY
FINANCE COMMITTEE MEETING

St. Charles Room, Delta Centre-Ville Hotel
Montréal, Québec, Canada
8:00 a.m. to 9:00 a.m., Friday, 15 September 2006

MINUTES

Attendance:

Members:

William A. Gardner, Jr., MD, Chair	Present
Francis Jaubert, MD	Present
H. Konrad Muller, MD	Present
Shinichiro Ushigome, MD	Present
Florabel G. Mullick, MD, ScD	Present
Jack P. Strong, MD	Present
Robin Cooke, MD	Present
Jim Crimmins	Present

Invited Guest

Kristin Henry, MD	Present
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1. Call to order and approval of minutes.
 - a. Meeting was called to order by the Chair, Dr. William Gardner, Jr. at 08:00a.m.
 - b. Minutes of the Atlanta Finance Committee meeting on 12 February 2006 were reviewed. A motion to approve the minutes was made by Dr. Muller and seconded by Dr. Mullick. All approved.

2. Representatives of the Athens Congress (2008) need to know that they can apply for start up money or a loan from the IAP for the Congress. Jim Crimmins will follow up.

3. Education Committee Issues.
 - a. Dr. Gardner began the discussion by bringing the committee's attention to the minutes of the previous meeting, in particular item 2.d. which states "Dr. Muller stated that for the Montreal Congress we need a complete itemized list of each area with details of dollars needed and map out what will happen in the next two years for dollar needs."
 - b. Dr. Kristin Henry, Chair, IAP Education Committee described the needs in different countries and referred to her letter addressed to Dr. Gardner (attached). She then made reference to her budget submission. Total estimated amount is \$105,000 with a contingency for a grand total of \$115,000. She quoted the need for the latter amount based on what happened to Dr. Vsevolod Zinserling.
 - c. Dr. Strong asked if it is a new policy to support areas that do not have their own division; Dr. Henry stated that the reason was some areas are connected to the IAP in other ways. The Malaysian \$4000 is for people to get to the meeting especially the young (from one third to a fourth of the amount) the rest being for the meeting itself.
 - d. Dr. Henry stressed the reason for the 5 year budget is for repeated requests. Dr. Gardner noted that a 5 year budget is a new thing. The Finance Committee is not able to approve such a budget. The Finance Committee is authorized to approve on a biennial basis only.
 - e. Dr. Strong stated that we will provide a budget that probably will be less than requested.
4. Advisory Committee Terms of Reference.
 - a. The terms of reference developed in 2000 which appeared first at inter congress meetings and then at Congress are outdated. The specific revisions to the terms of reference should be charged by the Executive Committee to the Education Committee and then taken back to the Executive for approval.
5. Portfolio Report.
 - a. Dues. What should we do about "delinquent" divisions? It is documented that we had addressed the issue with the divisions and told them about the two years payment. For now, we should drop them from the list and not send copies of the IAP Bulletin, but not send them an official notice that they are off the rolls.
 - b. Auditing Financial Statement received. Budget variance enclosed.
 - c. For the fiscal year 2006 revenue for the Academy, excluding the journal revenue and cost which offset each other, was derived from dues 55%, investment income 20%, Congress proceeds 18%, and gains and investments 7%. As for expenses, excluding the journal expenses, bulletin expenses 51%, administrative costs 8%, travel 4%, Congress managers fees and expenses 16%, audit and insurance 8%, and education grants 13%. These figures and percentages vary somewhat from year to year. This gives a fairly good picture of the sources of revenue and expenses for the Academy (excerpted from Treasurer's Report).

6. Proposed Budget.
 - a. A copy of the proposed budget is attached. A motion to approve the budget was made by Dr. Gardner and seconded by Dr. Muller. All approved.
 - b. The minutes should show that there was a positive response to the Education Committee budget.
 - c. The Committee recognizes that various officers, such as: the President-Elect and the Past-President have been generous in giving their time and available resources. There was a discussion of resource allocation from the budget but no decision was made.
7. Dr. Strong, after consulting with the President, President-Elect and Past President, recommended that Mr. Jim Crimmins take over the responsibilities of Congress Coordinator on the retirement of Ms Leah Shander which is effective this year.
8. Next meeting will be held in San Diego on 25 March 2007.
9. There being no new business, the meeting adjourned at 08:45.

Florabel G. Mullick, MD, ScD, FCAP
Secretary, IAP

(Date)

**ATTACHMENTS
TO
MINUTES**

FINANCE COMMITTEE

**MONTREAL
15 SEPTEMBER 2006**

**ATTACHMENT TO ITEM 3B –
EDUCATION COMMITTEE ISSUES**

LETTER TO DR. WILLIAM GARDNER
CHAIRMAN, IAP FINANCE COMMITTEE

12.09.2006

Dear Dr. Gardner

At the Atlanta Finance Committee, I presented a proposal that the allocation to the Education Committee should be substantially increased.

This would allow the Education Committee to plan and implement the current commitment to underserved Divisions/Countries as well as develop further education programmes for these areas.

I was asked to submit my proposal again at the Montreal Finance Committee in the format of budget plan to include past as well as projected expenditure.

This I have done in as a spread- sheet which itemises past educational activities supported by the IAP per biennium since 2000 and projected expenditure over 5 years (or per biennium) as of 2006.

The global areas we have focused on as being particularly in need of support are

- Africa (French speaking as well as Anglophone West, Central and East African countries)
- ADIAP countries in Africa and the Middle East
- Asia Pacific countries
- India
- Central and East European countries eg. Hungary and Russia
- Former countries of the USSR eg. Ukraine
- Latin/South American countries

I also thought it prudent to include a contingency fund.

Thus the total allocation requested is \$115000 (5 year budget plan) or \$46,000 per biennium.

I note from the Agenda sent to me by Dr. Mullick for the Friday September 14th Finance Committee Meeting, that this proposal is item 3 of the Agenda.

I hope this request from the Education Committee will be favourably considered.

Yours sincerely

Kristin Henry
Chairman, Education Committee

IAP EDUCATION COMMITTEE - EDUCATIONAL GRANT (US \$) ACTUAL AND PROJECTED

DIV / COUNTRY	Location	Date	2001-2	2002-4	2004-6	Comtd./Reqtd.	Projected	5YEAR	BIENNIUM
						2006-8			
ADIAP, Syria	Damascus	2001	2000				Africa, FSAD IAP	5000	2000
S.America Bolivia	Meeting	2001	2000				Africa, East, West	15000	6000
Africa Zambia	Victoria Falls	2001	1285				ADIAP	10000	4000
FSADIAP	2nd	2001	2000				Asia-Pacific	15000	6000
							Central &East		
Mexico	Meeting	2002	4000				Europe	20000	8000
S America, Brazil	Meeting	2003		3000			India	10000	4000
ADIAP	Cairo	2003		4000			Former USSR	15000	6000
FSADIAP, Niger	Niamy	2003		4000			Latin America	15000	6000
Thailand	Bangkok 3rd Asia Pacific	2003		4000			Contingency fund	10000	4000
S.America,Bolivia	Rurrenbaque	2004		751					
Kazakstan	Kazan	2004		4000					
Senegal	Dakar, Pan Afr.Ass. Path	Nov. 05			2000				
FSADIAP,Mali	Bamaku, Meeting	Feb. 05			2000				
China	Beijing, 4th Asia Pacific	Aug. 05			4000				
Russia	Moscow meeting	Sept.05			4000				
Hungary	Egar, 1st Tech. Transfer	June, 06			3000				
ADIAP, Morocco	Casa Blanca	Nov. 06			3000				
IAP Congress	Montreal; Lecturer	Sept 06			2500				
Ukraine	Kiev Meeting	May 07				comtd.4000			
Malaysia	Singapore 5th Asia Pacific	May 07				comtd..4000			
Hungary	Pecs, 2nd Tech.Transfer	June 07				reqtd.3000 +.			
Africa Madagascar	West Indian Ocean Path.	Aug. 07				reqtd.3000+			
TOTAL US\$			11285	19751	20500	14000 +		115000	46000