



## MINUTES OF THE ANNUAL GENERAL MEETING

Date: June 18, 2007

Time 18:00 to 19:00 (Local time)

Location: Palau de Congressos de Catalunya

### 1.0 Welcome

The meeting began on time and the President, Berit Mørland, welcomed all members present, thanking them for attending the meeting. Approximately 50 members of the Society were in attendance.

### 2.0 Approval of Agenda

The agenda for the meeting was approved as submitted.

### 3. Approval of Minutes of the 2006 Annual General Meeting

A motion to approve the minutes of the 2006 Annual General Meeting was moved by Reiner Banken and seconded by Karen Facey. The motion was passed and the minutes were approved as submitted.

### 4. President's Report

The President provided an update of the Society's activities of the previous year and plans for the next focusing on the Society's six aims in its 2003 - 2008 strategic plan. Highlights of the report were:

#### *Building a thriving international society:*

- Expanding the work of the Policy Forum and raising the profile and connectedness of the Society internationally.
- Exploring joint membership with regionally based HTA organizations and creating a board committee for external relationships.

#### *Promoting annual international meetings:*

- Updated the Guidelines for Annual Conferences, have board members participate on Conference Scientific Committees, and had a high degree of interest in hosting the

2009 Annual Conference.

- Develop a three year planning cycle for Annual Conferences engage in strategic discussions with professional societies with related missions.

*Distribute an international journal:*

- Created on-line access for the *International Journal of Technology Assessment in Health Care* and surveyed the membership on the *Journal*. The results of this survey will be provided to the membership.
- Begun to explore options and alternatives for the *Journal* in dialogue with the editor, Egon Jonsson, and publisher, Cambridge University Press.

*Support the development and exchange of information scientific methods, and ideas:*

- Established and funded activities for nine Interest Sub-Groups, some working in collaboration with INATHTA, including conferences and pre-conference workshops. Held 2 meetings of the Policy Forum per year with a report on Coverage with Evidence to be released this September, and supported travel grant and scholarship programs.
- Continue to improve the Society's web site to support member communications and interaction, release a Newsletter and Bulletins on a regular basis, support the Vortal as a source of HTA information for members, and build on the success of the first three years of the Policy Forum.

*Build strategic relationships with other relevant organizations:*

- Worked as a collaborating organization with EUnetHTA, engaged in a continuing dialogue with WHO and developed linkages with private and public sector organization through the Policy Forum.
- Develop linkages with professional and scientific associations, consider inviting more observers to the Society's Board and expanding collaboration with international organization such as G-I-N, ISPOR, and INCLEN.

*Develop and manage responsive professional and accountable systems for the Society:*

- Prepared and implemented a board governance document, undergone three successful external audits of the Society's finances, appointed a full time manager for the Secretariat and developed an evaluation process for the Secretariat.

A complete version of the President's report will also be made available to the membership on the Society's web page. The report was received for information.

## **5. Treasurer's Report**

Mitchell Sugarman provided the report of the Treasurer that included a budget for the 2007 -2008 fiscal year. The auditors report for the 2005 – 2006 fiscal year was provided

to the meeting for review. A motion to accept the auditors report and to retain Alan Welsh and Company as the Society's auditors for 2007 – 2008 was moved by Clifford Goodman and seconded by Alric Rütter. The motion was passed.

The Treasurer noted that the Society was in sound financial shape, however in order to ensure ongoing fiscal health the Board is recommending a modest increase in some classes of membership dues. The current and proposed dues are as follows:

Membership category	Current dues	Proposed dues 2008 -2009
Low income Country – new and current members	\$10.00	\$10.00
Middle Income Country – new member	\$92.50	\$100.00
Middle income Country – current member	\$77.50	\$83.00
New members	\$150	\$160
Current members	\$120	\$130
Student / trainees	\$75	\$75
Low income Country (org.)	$(\$10 * n) + \$100$	$(\$10 * n) + \$100$
Middle income Country (org.)	$(\$77.50 * n) + \$375$	$(\$77.50 * n) + \$400$
Not for profit org.	\$1,500	\$1,630
For profit org.	\$3,000	\$3,275

It was noted that this was the first increase in Society dues since its inception in 2003.

A motion to accept the dues increases for the 2008 – 2009 membership year was moved by Mitchell Sugarman and seconded by Laura Sampietro-Colom. The motion was passed.

The meeting then discussed the Policy Forum and its relationship with the Society. A question from the floor enquired as to what the Forum provided to the Society, as the treasurer reports that 40% of the Society's revenue is received from the Policy Forum members. Karen Facey, the new chair of the Policy Forum Committee, reported that the Forum holds two meetings year which are seen by all Forum members as valuable opportunity to discuss issues of concern in a non-confrontational environment and that this years Forum meeting would result in the publication of a paper on coverage with evidence in the *Journal*. She also noted that revised information on the Forum would be appearing on the Society's web page by the end of the summer.

Chris Henshall, the past chair of the Policy Forum Committee also provided a short history of the development of the Forum and indicated that the Forum Members were

looking for a way to integrate the work of the Forum into the Society's Annual Conferences.

## 6. Results of the 2007 Election

Chris Henshall provided a report from the Nominating Committee on the 2007 elections to the Society's Board of Directors. He reported the following results:

Vice Presidia:

- Dr. Laura Sampietro-Colom (by acclamation)

Board members:

- Dr. Clifford Goodman (United States)
- Dr. Wija Oortwijn (Netherlands)
- Dr. Ken Stein (United Kingdom)

The results of the 2007 election were accepted unanimously.

A question was raised from the floor as to whether other voting systems could be explored to address the weaknesses perceived to exist in the Society's current voting process. One possibility that was suggested was a proportional voting system, however other systems should also be explored.

The following motion was then brought to the floor by Carol Lefebvre:

*We propose that the Society should review its procedures for elections and investigate and consider alternative models.*

The motion was signed by 22 members of the Society and found to be in order. The movers of the motion indicated that the motions should not be seen as a criticism of how Chris Henshall and the Nominating Committee had conducted the 2007 Board elections, rather it was intended to find a way to correct the flaws in the Society's current voting system.

After discussion the motion was formally moved by Carol Lefebvre, seconded by Mitch Sugarman. The motion was passed with one vote against.

## 7. Location of the 2009 Annual Conference

The President reported that the Board had accepted the recommendation of the Annual Meeting Committee and that the location of the Society's Annual Conference in 2009 would be Singapore.

## 8. Vote of Thanks

The President offered the thanks from the Board of Directors and the Society's membership to members of the Board and observers who were coming the end of their term: Helena Dahlgren, Krzysztof Landa, Marjukka Makela and Sivalal Sadasivan. Chris Henshall was also thanked for his work in the past three years to establish the Policy Forum and with the Nominating Committee.

#### 9. President Elect

The Society's President Elect Reiner began his speech by thanking Berit Mørland for allowing him to inherit a healthy, vibrant, and growing organization.

In his speech the President Elect indicated that his focus in his coming two year term will be serving the Society's membership to meet their needs and building a stronger and more stable membership base for the Society. This will be accomplished in two ways, first through the establishment of a new Committee of the Board tasked specifically with relationships with external bodies such as WHO, the World Bank, INCLEN and other HTA oriented organizations. The second way of doing this will be by building the capacity of the Society's web site to serve as the locus for Society communications and community building.

#### 11. Adjournment

The meeting was adjourned at 19:00.