

## WORLDWIDE DRAGONFLY ASSOCIATION (WDA)

**Board of Trustees Meeting No. 7 held at Folket Hus, Gällivare, Sweden,  
25 July 2001**

### MINUTES

Present: R.M. Arnold [RMA], V. Clausnitzer [VC], P.S. Corbet (Chairman) [PSC], D.E. Gennard (DEG), R. Jödicke [RJ], R. Ketelaar [RK], M.L. May [MLM],  
G. Pritchard [GP], Hidenori Ubukata [HU]

In attendance to provide information and continuity: J.D. Silsby [JDS].

The meeting commenced at 15.45 h

Abbreviations: **[PU]** Passed unanimously.

### APOLOGIES

Linda Averill [LA]

### APPOINTMENT OF MINUTES RECORDER

DEG, proposed by PSC and seconded by GP **[PU]**

### 1. SIGNING THE MINUTES BOOK

All trustees who had not previously signed the Minutes Book signed a sticker to be inserted into the book.

**Action: JDS, LA**

### 2. AGENDA

Minutes of Meeting No.6 being unavailable, and there being no Agenda, PSC invited suggestions.

### 3. MINUTES OF BOARD MEETING No. 5

These had been approved on 28 August 1999.

#### 3.1 *Matters arising*

##### 3.1.1 Sponsored membership

M.Haritonov had been offered and had accepted sponsored membership. RJ asked for further clarification on sponsored membership. PSC advised that each new request for sponsorship would be considered in the light of the sponsorship guidelines and details of each individual case.

##### 3.1.2 Item 7 Student Grant

MLM asked for further detail on the activities of the student grant recipient. PSC indicated that the former chairman (M.J. Parr) had asked for, but not received, his address. JIS was asked if she would kindly assist by providing his name and address.

**Action: JDS**

3.1.3. (Ref. 3/4 and 5/9) MJP had sought further clarification of the problem at Moore's River, Hurn, Dorset in relation to *Oxygastra curtisii* (Dale) from David Winsland (British Dragonfly Society). David had indicated that there was nothing that WDA could do because of the reluctance of the relevant local organisation to spend money on the site. PSC reported that MJP had told him that he (MJP) would raise the matter again with the organisation in the autumn (at the BDS Annual Indoor Meeting in November) in the hope that the matter could then be taken further.

**Action: MJP**

3.1.4 (Ref. 5/11) Journal Articles. RJ confirmed that each author now received confirmation of receipt of a submitted paper by return mail and in due course was advised promptly of whether or not the paper would be published.

#### 4. CODE OF PRACTICE AND NEWSLETTER ARTICLE

(Ref. 6/5) The Code of Practice for collecting and the associated article for the WDA newsletter. It was unanimously **agreed** that the Code of Practice would be drafted by PSC, MLM, and MJP and would be based on current existing Codes of Practice with respect to collection of insects, including those on the WDA Web (e.g. DSA collecting Guidelines). The draft so prepared would then be sent for approval or comment to RK as Conservation Fund Committee Chairman. Upon RK's agreement, the Code would be sent to David Fitch for his advice regarding precision and tactfulness. Thereafter it would be circulated to Trustees. A condition would be that all Board members ratify the document prior to publication. Where possible correspondence would be via e-mail.

**Action: MLM, MJP, PSC, RK**

It was also unanimously **agreed** that the draft of the article for *WDA's Agrion* explaining the need to collect voucher specimens, be produced by MJP and PSC, in consultation with RK, and that a draft agreed by these three persons be sent to David Fitch for his advice, as for the Code of Practice. The draft article would then be circulated to Board members for their approval. Further unanimously **agreed** that the authorship of the article would be the 'WDA Board of Trustees'. Trustees would not be identified by name in the article.

**Action: MLM, MJP, PSC, RK**

#### 5. ANY OTHER BUSINESS

##### 5.1 *Change of signatory for WDA Bank Account (UK)*

JDS reminded members that the change of details should be sent to Lloyds TSB Bank plc, a copy going to the Charity Commission.

**Action: DEG; LA**

##### 5.2 *Charitable Status for Subsidiary Bank Accounts*

JS suggested the new Treasurer should ask those countries with subsidiary WDA accounts to secure non-profit status if possible. It was agreed that the new Treasurer would also investigate the regulations relating to 'Gift Aid'.

**Action: DEG**

*5.3 Assistant Web Master*

PSC proposed that Kevin Arnold assume the role of Assistant Web Master and thanked Kevin for his willingness to act in this capacity. RJ seconded the proposal [PU]

*5.4 Duties of New Board.*

It was unanimously **agreed** that HU would continue as Co-ordinator of National Representatives, and in matters relating to European representatives he would liaise with VC.

The Vice-President (MLM) identified his special responsibility as Trustee as being to encourage WDA members to fulfil their obligations and to promote WDA in the Americas. The specific description of MLM's responsibility would be determined in consultation with Vicky McMillan. The Secretary [LA] would be kept informed of developments.

**Action: MLM Vic**

*5.5 Editor of WDA's Agrion*

PSC proposed and RA seconded that JDS continue as Editor of *WDA's Agrion* [PU]. The Board expressed thanks to JDS for accepting this role and for her distinguished performance so far.

*5.6 Journal articles*

**Agreed** unanimously to encourage more submissions of articles from Japan to Pantala.

**Action: HU**

*5.7. Lapsed membership*

It was **agreed** unanimously that a member who had not paid by 15 March (of the year in which his/her subscription fell due in [January]) would not receive Pantala during that year.

It was further **agreed** unanimously that when a member pays his/her subscription after 15 March in any one year, but before 31 December, he/she would not receive copies of Pantala during that year.

Noted that the membership cost paid will be that of a member without a journal.

**Agreed** unanimously that, if a member does not pay by 31 December of a subscription year, ordinarily that member will be removed from the membership list, unless in the opinion of the Board there are extenuating circumstances for the membership to continue. But in any event the member would cease to receive Pantala until his/her financial standing was restored.

PSC proposed that this policy be announced in the January 2002 edition of *WDA's Agrion* and on the WDA Web page. This proposal was seconded by GP [PU].

**Action: JDS, LA, RA**

*5.8. Offer of Hospitality*

JDS offered the use of her home as a location for future Board Meetings, where appropriate, since this might facilitate travel arrangements by Trustees. PSC thanked JDS for this generous offer.

5.9. *Letter of Thanks*

PSC proposed that thanks be recorded to outgoing Board members for having left arrangements "in good heart" for the incoming Board. MLM seconded the proposal **[PU]**.

**Action: LA**

6. DATE AND TIME OF NEXT MEETING

No later than the 2003 Symposium and probably earlier if opportunity permits. Agreed that the meeting scheduled for Friday, 27 July 2001 would not now take place.

**Action: PSC**

The meeting closed at 17.22 h