

Minutes from Nordic Dermatology Association Board Meeting May 7th, 2019

Time: May 7th, 2019 at 12:00-15:00

Place: Clarion Hotel Post, Conference Room *Post 5*, Gothenburg, Sweden

Present:

John Paoli (S)

Johan Dahlén Gyllencreutz (S)

Ada Girnita (S)*

Karim Saleh (S)**

Tove Agner (DK)

Deirdre Nathalie Dufour (DK)**

Lars Iversen (DK)*

Katariina Hannula-Jouppi (SF)*

Sirkku Peltonen (SF)**

Teea Salmi (SF)

Kaisa Tasanen-Määttä (SF)

Petter Gjersvik (N)

Usha Hartgill (N)*

Katarina Zak Stangeland (N)

Agneta Andersson (Administrator)

*New Board members; **Past Board members

Not present:

Baldur Baldursson (IS), Bolli Bjarnason (IS), Kristin Ryggen (N)** , Jan Cezary Sitek (N)** , Gregor Jemec (DK)

§60 Welcome and opening of the meeting

In the absence of Gregor Jemec, the NDA President, who was unable to attend, the meeting was chaired by John Paoli, the NDA Secretary General.

- All present members presented themselves.
- Deirdre Nathalie Dufour will function as a stand-in member from Denmark for the next period and will be included in all e-mail communications.

§61 Approval of past board meeting minutes and review of all actions requiring follow-up

The minutes from the NDA board meeting in Paris on Sept 14th 2018 was reviewed and approved. All actions had been taken care of.

§62 Welcome to new NDA Board members & election of new President, Secretary General and Treasurer

- The new NDA board members were welcomed.
- The board elected John Paoli as President, Petter Gjersvik as Secretary General and Katarina Zak Stangeland as Treasurer for the period 2019-22.

§63 Economy

- Katarina Stangeland presented the financial status of NDA and its budget.
- Travel expenses for board members will not be reimbursed when board meetings are held in conjunction with a congress and the board member is attending the congress.
- The Auditor's report for 2016-2019 was presented and approved.
- All relevant tax declaration has been done by Agneta Andersson

§64 Update on NCDV 2019 in Gothenburg

John Paoli, congress president, gave an update of the congress.

- 580 participants is a record number for the Nordic congresses.
- The high attendance is partly due to the concept of combining the Swedish and Norwegian national meetings with the Nordic congress; both SSDV and NFDV will have their general assembly on Wednesday morning.
- The Swedish Society of Nurses in Dermatology and Venereology is also hosting their annual general assembly at the congress.
- DDS will consider a similar concept for the next Nordic congress in 2022.
- The present bylaws of the Finnish society states that the annual general assembly should be held in March.

§65 Report from the Education Committee

Tove Agner, chair of the NDA Education Committee, reported.

- Four Nordic courses, on skin surgery, dermatoscopy, virtual dermatopathology and lasers, have been established and will be repeated.
- Education Committee Guidelines have been established and are now posted on our website. Those who wish to organize a Nordic course must apply for approval.
- Possible topics for future courses: Psychodermatology? Pediatric dermatology? STD?
- Evaluation form is important to improve a course and should be easy to fill in.
- It was suggested that national courses should be held in English in order to make them attractive for residents from other countries.

Note: An NDA Education Committee meeting was held after the NDA Board meeting. Minutes from this meeting are attached (see Appendix 1).

§66 Website updates

- John Paoli gave an update on the NDA Website, which attracts a substantial number of hits.
- All member societies must send information on newly elected board members to Andersson.

§67 Forum for Nordic Dermato-Venereology

- *Forum for Nordic Dermatolo-Venereology* is the official journal of NDA, but is published by the *Society for the Publication of Acta Dermato-Venereologica*. A more formalized cooperation should be set up in order to achieve transparency. Paoli, Girnita and Agner will follow-up with Andersson.
- Agneta Anderson presented the new design of the paper version.
- The assignment of a guest editor on teledermatology was questioned. Agner and Iversen were asked to review the submitted papers.

§68 NCDV 2022 in Denmark

- Gregor Jemec from Roskilde, on behalf of DDS, will be the congress president of the 35th Nordic Congress in Copenhagen in 2022.
- Jemec, Iversen and Agner from DDS will meet with Paoli (and Gjersvik?) during the World Congress of Dermatology meeting in Milano to outline the necessary preparations for the congress.
- A manual on *How to organize a Nordic congress* could be set up.

§69 Proposal from NDA bylaws committee

- The proposed changes of the NDA bylaws, stating that the NDA should elect a president, a secretary general and a treasurer, were approved.
- The board elected Sirku Peltonen and Deirdre Nathalie Dufour as new members of the Bylaws Committee after Robert Gniadecki. Gjersvik will contact Gniadecki and thank him for his work in NDA.

§70 Membership in ILDS

John Paoli will apply for ILDS affiliated membership during the upcoming window for application in July/August 2019.

§71 Planning of NDA Board Report Meeting

- Jemec will present a short history of the NDA and its purpose and present the NDA board members and auditors for 2016-2019.
- Paoli will present a summary of our work during the past 3 years.
- Agner will present the work of the NDA Education Committee.

- Stangeland will present the NDA's economic situation and budget for 2019.
- Paoli will present the new NDA board for 2019-2022 and the plans for the coming 3 years.
- National society representatives will report on the activity in their respective countries.

All PowerPoint presentations at the NDA Board Report Meeting are attached as a pdf-file (Appendix 2)

§72 Other issues:

Increase research collaborations within Nordic countries

Several suggestions were put forward and discussed:

- Putting up main research areas on NDA web site with links to research groups in the five member countries and European Research Network
- Establish a NDA Research Committee? To be discussed in Madrid.
- Twin departments?
- Network between research groups?
- Cross-national workshop for research ideas and networking
- EDSR courses for PhD students open for Nordic participants

Guidelines for communication within the board

- Most of the communication within the NDA Board will be by e-mail. Paoli asked for replies within one week.
- Gjersvik stressed three simple e-mail rules: 1) One topic per e-mail, 2) State the topic in *Subject Field*, and 3) Do not introduce a new topic by replying to an old e-mail.

Difficulties for Icelandic representatives to attend board meetings

- Time for future meetings will be timed to make attendance from Iceland more easy.
- Spring meetings will be held at Kastrup Airport and fall meetings at the EADV congresses.

§73 Next meeting

Madrid, Saturday, October 12th 2019 at 09:00-12:00 during the EADV Congress in Madrid. Andersson will book a meeting room.

Minutes by Petter Gjersvik May 10th, 2019
 Reviewed by John Paoli May 14th, 2019
 Sent to all NDA Board Members May 22nd, 2019