

**Minutes of the meeting of the EAHIL COUNCIL,
held on 12th September 2006, 9.00 – 12.00 hrs,
at the Colegium Academicum, Cluj-Napoca, Romania.**

Present: 31 Council Members were present. 2 apologies for absence were received.

President's Opening Remarks: Arne Jakobsson welcomed everyone to the meeting and asked those present to briefly introduce themselves round the table.

Minutes of the meeting held 23rd June 2005 at the Palazzo dei Normanni, Palermo, were agreed and signed as a correct record.

Matters arising from the minutes not otherwise covered by the agenda: it was agreed to add an item to the agenda: a discussion on the development of a new EAHIL strategic plan.

President's Report: Arne Jakobsson had previously circulated his report by email and a copy was available on the website. He highlighted the importance of streamlining the work undertaken by the Secretariat now that EAHIL membership was free to *bona fide* European members, and drew attention to the very encouraging rapid growth of membership numbers since the start of the year and the new "fee-free" arrangements.

Treasurer's Report: Manuela Colombi distributed copies of her report on financial outcomes for 2004 and 2005 and the proposed budgets for the future. She echoed the President's remarks about the importance of keeping a balanced budget in the new financial setup. Now that EAHIL had become a non-fee paying association for European members, the main sources of income were the levy on conferences and workshops and the fees payable by non-European and affiliated members. It was possible and desirable to further reduce the amount of money paid for services by the Secretariat, due to the considerably reduced workload. One potential source of expenditure was on the *Journal of EAHIL*, but happily figures showed that advertising revenues, coupled with savings made on printing and distribution, meant that the *JEAHIL* was self financing. It would be necessary to keep a close watch on the situation as the membership numbers rose, but Manuela was confident that a healthy balance-sheet could be maintained.

Secretariat Supervisor's Report: Suzanne Bakker reported on the huge rise in membership figures since the beginning of 2006. At the end of 2005, there were 418 members and by September 2006 the number had risen to over 900, with the real possibility of it reaching 1000 by the end of the conference. At the Secretariat, there had been a period when the NVB bureau had been understaffed due to sickness, but due to our reduced need for services, this had not adversely affected our operation. Further discussions would take place with the Secretariat to optimize the number of hours' work required to deal with the reduced workload. Suzanne also stated that she would be looking into the possibilities for digital archiving for EAHIL materials.

JEAHIL Editor's Report: Sally Wood Lamont had pre-circulated a brief report on the continued success of *JEAHIL*. The Editorial Board were meeting at Cluj and a further report would be made at the General Assembly.

Certification and Accreditation: Tony McSean apologised that due to pressure of work it had not been possible to finalise proposals on certification in time for a voting decision on adoption at the Cluj General Assembly meeting, as originally planned. However, progress had been made and Tony would be speaking at an Empowerment Session on the topic during the conference. He now hoped that firm proposals could be made in time for the Cracow meeting.

EAHIL Membership Database: Arne Jakobsson reported that the database was fully functional and registration of members was proceeding well. Most national Councillors were responding quickly, checking emails and carrying out their duty to approve or reject the applications efficiently. Peter Morgan asked whether the link to the database and membership applications could be made clearer on the EAHIL website, and whether the application form and "welcome to new members" could be improved. Arne agreed that this could be done quickly. It was also noted that there were only 270 members registered on the EAHIL discussion list, and it was agreed that an invitation to join the discussion list should be made on the registration form, as well as a reminder about the Special Interest Groups, in order to encourage greater participation by members.

EAHIL Council Elections: Arne Jakobsson explained that for the first time the whole election procedure would be handled electronically. Lists of national Councillors together with their terms of office would be put on the website, with a nomination form to be used where applicable. Explanatory messages would invite members to vote in the countries where there were vacancies. It was agreed to go through the formal voting process even if the number of nominated candidates did not exceed the number of vacancies in a country.

Election Committee: Suzanne Bakker reported that it would be necessary to find a new member of the Election Committee to scrutinise forthcoming elections. This would be raised at the General Assembly meeting where it was hoped to find a suitable volunteer.

EAHIL Special Interest Groups: Linda Lisgarten reported that each group was planning a short business meeting during the Cluj conference, and hoped to welcome new members. All the SIGs were aware of the improved opportunities for publicity about their activities that the new Membership Database afforded. It was also hoped to improve networking amongst members of each SIG by fuller use of the specialised email discussion lists and by expanding the information on their webpages. There was a brief discussion about setting up more SIGs, (in particular a Health Informatics group had been suggested), and it was agreed that this idea should be considered further and the views of the membership sought, perhaps by way of an article in *JEAHIL*.

EAHIL's 20th Anniversary: Arne Jakobsson asked Council members to let him have any ideas about how best to mark this occasion. It was agreed that there should be a special issue of *JEAHIL*, and that having some kind of memento at the Cracow workshop would be nice. It was agreed to discuss the matter again at the General Assembly meeting to encourage ideas from everyone.

EAHIL Scholarships: The Board had decided to continue to provide Scholarships to worthy applicants to attend EAHIL conferences and workshops, as far as finances allowed. One of the main reasons for cutting back on administrative costs as far as possible was to make more money available for this purpose. Council members endorsed this policy.

EAHIL Strategic Plan: Suzanne Bakker spoke about the need for a new strategic plan now that we were nearly 20 years old and had achieved many of our original aims. She put forward the idea that now EAHIL was a “virtual” organisation, we needed to be more “visible” in terms of influence and activity, and to think about our strategic alliances and how we interacted or related to other professional bodies. She urged Council members to think about this, and put forward their ideas. She hoped it would be possible to develop this further, possibly by way of a special session at the next workshop.

Any other business: Arne Jakobsson reminded Council Members that the forthcoming General Assembly meeting at the Cluj conference would be an important one, because there were several issues which would need to be formally voted upon by the Assembly, such as the proposed revised Statutes, as drafted by Tony McSean and published in full in the previous issue of *JEAHIL*. He also thanked all the Council members present for working so well with him in the past now that he was nearing the end of his term as President, especially as they had played such an important role in the success of the new membership procedures. He was certain that the commitment of Council members was crucial to the future development of EAHIL.

There being no other business, the meeting closed at 12 noon.