

Meeting of the Executive Committee in Düsseldorf

Date: 23rd - 24th of February 2007

Present: Anthony, Claudia, Elena, Hans, Hans-Werner, Lars, Roland.

We met in the lobby after the registration of ESAM in Germany at the Notary and opening of bank account in Dresdner bank.

- 1. 3 additional items to the agenda:** archiving, working rules of the EC, WG for the revision of statutes.
- 2. The minutes/report** from the meeting in Brussels were approved.
- 3. The German version** is the registered text; the English version is the working text. We went through the most important points in the Statutes that need changes. There should be only legally needed changes - just adjustments/upgrades.
- 4. Membership:** Invitation was sent out in January, no comments on this. 2 countries have registered: Spain (the first) and Norway.
We agreed to open membership registration at our web site.
- 5. Fee for an associated membership:** We agreed on **€ 200,00**
We discussed the distinction between regular members and who can become associate members.
The military associations in Europe, in the countries where they exist, are naturally regular members, as written in the Statutes. It will be an important work to try to get military groups as members and important contributors to our work. There are already two representatives from the military aviation medicine community in the EC: Anthony and Hans.
- 6. Affiliated membership of AsMA** is applied for and we have to wait until after the next meeting in the executive committee of AsMA.
- 7. Congresses:**
AsMA 2006: few changes in the program. We will look for a possibility for an ESAM reception – on Wednesday or Thursday?
ICASM 2007: ESAM would like to organise a meeting to let the European Associations have the possibility to meet again and present themselves
We should also give a presentation of ESAM at the main conference and we choose Roland to give this.

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GA 2007: when? On Sunday in front of ICASM? We should give a report of the activities and economic issues. There is a need for an Election Committee and 2 auditors or should we wait to the next GA? **Elena and Claudia** take the responsibility to prepare the GA program. **Roland** will contact Wolfgang Koestler about the possible timing.

8. **Web.** OK with the information we need.
At the moment we should develop the Link site to be as complete as possible, also to military websites.
9. We received a letter from Mr Goudou from **EASA** where he “welcomes the creation of centres of expertise on a European level, such as ESAM, and we are also looking forward to a fruitful cooperation with you in the future.”
10. **Training courses:** Elena has prepared a form to be sent out to all the European Associations. She has done a lot of work trying to find out what the situation is for the moment in the European countries. We agreed to send the form to the Associations and the CAA's.
At the ESAM web site, there could be information available about the courses, training, etc, in which language, timing, etc. WG: **Elena, Anthony, Hans and Lars.**

Conference Committee (CC): Anthony pointed out the necessity to set down a CC according to the Statutes because ESAM has decided on arranging The European Conference of Aerospace Medicine (“ECAM”). We have already started this work by holding a panel at the first AsMA meeting and Hans is chair of this Committee. The CC's do not need to be big congresses or conferences. What we need to do is to appoint a CC to work on this question. **We decided to appoint Hans as chairman of the CC, Anthony and Claudia as members.**

Need for funds: Donations and grants. We should work on this later, but ESAM really needs help to finance our activities.

Information work: use and develop the web site. We should all promote ESAM at meetings and so on. We will have business cards, folders to pass out, etc.

11. **Advisory board:** Roland read from his e-mail: “ ”. We discussed this matter, read through the Statutes. We also agreed on the importance of creating a network/databank of specialists from all the member countries. The AB is important to collect fact, information, evidence, etc.
12. **Logo:** we discussed several options and agreed on one that needs some changes. **Roland**
13. We will create an **Action list**, including: item number, item, responsibility, due

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14. **Next meetings :**
Moldova Monday evening and Thursday morning 18th-19th of June.
Oslo August 27th August
15. Archiving : all important material to be given to **Hans**
16. There has been raised a question of how many of the EC have to be present to keep the EC able to make decisions. We agreed on the possibility to get agreement of all members on items via phone, e-mail etc in case somebody cannot attend a particular meeting
17. WG for the revision of the statutes: **Anthony, Hans, Hans-Werner and Lars.**
18. **Miscellaneous:** ESAM is a non-profit organisation. There is a problem at the moment because the statutes of ESAM do not provide enough rules to prove this for the tax-laws in Germany and there could be a problem with being taxed on our membership fees. We discussed this thoroughly and looked to several solutions.
We discussed the relation to the military groups in aviation medicine in the different European countries. We all agreed to this as a very important issue in the development of ESAM. A small group will seek contact with the military European Air Group to discuss how to enhance civil-military cooperation in various fields (sharing results from research, aero-medical training ...) and to develop a European identity in the field of aviation medicine within ESAM comparable to AsMA : **Hans, Roland and Anthony**

Ended at 1345.

Lars Tjensvoll
Secretary General