**Minutes**

Formal Board Meeting of IFAO du**r**ing the ESAO-IFAO congress

Vienna, September 6, 2017

Location: AKH Hospital Congress Center 1:30-3:30 PM,

In Attendance: Stegmayr, Schima, Matsuda, Toda, Masuzawa, Sawa, Taenaka, Malchesky, Ash.

Prof. Stegmayr opened the meeting by thanking all of the attendees for their hard work on their scientific meetings and especially for all of the work that went into planning of the ESAO-IFAO Congress in Vienna. He reviewed IFAO activities of 2016-2017 which included an IFAO scientific session being organized at each of the continental society meetings.

Prof. Ash gave a brief financial report. IFAO remains in sound balance. However in the long run the Board may have to prioritize various services and grants, to minimize expenses and keep the finances in balance. At the moment a benefit of previous years economic gain has allowed the negative balance in expenses.

Prof. Schima described plans and expectations of the 2017 ESAO-IFAO congress. Over 300 abstracts were submitted for the meeting, involving over 1000 authors. Attendance at the meeting was over 500. The scientific program was highly varied and yet each topic was covered in depth. IFAO was given great visual prominence during the meeting, through presentations arranged by Prof. Schima and Prof. Stegmayr. An excellent social program was held in addition enabling lively discussions of joint scientific interest and projects. Contributions by industry have been declining yearly, making adjustment necessary in some of the program costs.

IFAO participation at the JSAO meeting in Tokyo September 1-3, 2017 was through a session planned by IFAO. The session was well received. There was an informal Board meeting of IFAO during the JSAO meeting, attended by Dr. Stegmayr as well as all of the Japanese Trustees. Several topics were discussed and represented by thorough minutes of the meetings. The following reccommendations were made and discussed at our Sep 6 meeting:

* “IFAO-board members that go to the national conference in the other continents that participate in the local IFAO board meetings and IFAO-sessions, regarding travel support, are advised to compensate for spending for travel fees with the following sequence. 1: their research fund; 2: local university; 3: local continental Society (such as ESAO for European); 4: apply to IFAO for support if no other option (limited travel grants are available).”
	+ The Board of IFAO did approve provision of travel grants to Trustees for Formal Board meetings, several years ago. Board members were encouraged to request funds if needed, but grants were rarely made. The current Trustees agreed with the proposal from the Tokyo meeting, and that was consistent with current policy. Further discussion will be held at future meetings.
	+ The Board members also suggested that the host societies for continental meetings waive registration to their meetings for IFAO Trustees who are speaking at these meetings. This benefit is usually provided to speakers invited by the host society. There was general agreement that this was a good idea, but no formal action was taken by the Board.
	+ Action: Bernd Stegmayr will discuss this issue with the presidents of the various societies by e-mail this autumn.
* “We discussed the importance of the active participation of the International Programming Committees. For the JSAO-IFAO Congress, a suggestion is that the committee should be established well in advance to optimize the attendance and quality of the Congress. A suggestion is that each society should recommend nine key persons who can participate in the planning of the session program and have the responsibility of the sessions out from each society. Three of them are recommended to represent the cardiovascular field, three of them are for the artificial metabolic organs, three of them are for biomaterial, tissue engineering, and other fields.”
	+ The Board generally agreed with this recommendation. IFAO has not had a defined role in planning of the IFAO meetings, though there has been substantial input from IFAO Trustees. Designation of 9 persons from each society to be on the planning committee for the IFAO meeting would actually be a help to the host society.
* The next biennial meeting will be held in Osaka in November 2019. APSAO is planning to have a joint session with JSAO-IFAO Congress. Prof. Matsuda presented a video showing the many beauties of Osaka. The original date suggested for the meeting was November 28-30 but some members at the September 6 meeting of the Board noted that in 2019 the US holiday Thanksgiving is on November 28. After our Board Meeting Prof. Toda was able to **change the date to November 13-15, 2019.** Prof. Toda made a very nice presentation about this meeting to the attendees of the ESAO-IFAO congress, and explained the date change.
* Other topics discussed at the Tokyo Board meeting are included in the minutes of that meeting (attached to these minutes).

There was some discussion of the travel grants that IFAO has offered to meetings of national societies that are not members of IFAO. The purpose of these grants is to allow the societies to bring speakers from other countries to their meeting. Requests for such funding have not been very frequent and transferring payments have been somewhat complicated. No decision was made whether to continue this offer of funding.

The current status of the Asia-Pacific Society for Artificial Organs was discussed by Prof. Masuzawa. APSAO2017 will be held in Thiruvananthapuram, Kerala India on 26th October 2017. The board meeting will be planed to discuss APSAO conference in 2018 and 2019. APSAO is planning to have a joint session with JSAO-IFAO Congress in 2019. A list of participating national societies and members was handed over to Prof. Ash.

Prof. Malchesky discussed the status of the IFAO Official Journal, Artificial Organs. The number of submitted articles has increased, and the impact factor has also increased. Rejection rate is higher than previously. All in all, the journal is doing well.

Prof. Ash discussed the ifao.org website and some improvements that have been made. Principally, any promotional materials that a society develops can be loaded into the website. These will be found under the heading “member society news.” Probably even video materials can be submitted and demonstrated through the website (Ash will check on this).

New board members representing ESAO from January 1, 2018 will be Prof. Bart Meyns, Leuven, Belgium (Bart Meyns <bart.meyns@uzleuven.be>) instead of Rui Reis (fulfilled periods) and Prof Thomas Groth, Halle, Germany (Thomas Groth <thomas.groth@pharmazie.uni-halle.de>) instead of Bernd Stegmayr (fulfilled chairman period).

The vice chairman position is still open for a member of the ASAIO board delegates. That person has to be defined soon. Bernd Stegmayr will address the ASAIO board members again regading this issue.

The meeting was adjourned and Bernd Stegmayr handed over a curved gavel to Toru Masuzawa to be used during board meetings of IFAO. The curvatures indicate that the IFAO mission is not a straight line option and the joint decisions of the board will help to come into final conclusions (by a knock). The Trustees thereafter attended the opening ceremonies of the ESAO-IFAO program, included an opening speech by Prof. Stegmayr on behalf of IFAO.

Stephen R. Ash, MD, FACP

Bernd Stegmayr, MD