

Teleconference of 28th November 2018 @ 12:30CET

Subject | Minutes of the Core Committee Meeting of COST Action CA17101: “European Network on Pseudomyxoma Peritonei”

Present on teleconference: Dr Norman Carr (UK), Dr Sarah Cosyns (BE), Dr Kjersti Flatmark (Chair), Miss Dawn Patrick-Brown (NO-minutes), Dr Faheez Mohamed (Vice-Chair), Dr Clarisse Eveno (FR), Dr Shigeki Kusamura (IT)

Apologies received: Dr Adrian Bartos (RO)

1. Welcome to participants

The participants were welcomed by Dr Kjersti Flatmark and the agenda was noted. The agenda (loosely) contains updates on planning for the February meeting, working groups and workshop, consideration of the budget for 2019-20, and any general issues that might be outstanding (AOB).

2. Update on planning of February Meeting

Dr Flatmark gave an update on the progress on the meeting being held 10-11th February 2019 in Oslo, Norway. She noted that everything is coming together nicely, and that the invitations are nearly ready to be sent out. The COST refund will not cover the cost of organising the meeting in Oslo, and additional funding will be provided by the local organisers.

VOTE: The price of the hotel room is approximately 10 Euros higher than the allowed COST budget of 120 Euros. Dr Flatmark asked the group to consider whether the additional 10 Euros would be a reasonable additional cost to everyone coming to the meeting or if they would see this as an unreasonable burden on participants.

RESOLVED: *The Core Committee agreed that they believe it is reasonable to ask people attending to pay the extra 10 Euros out of their own pocket to cover the additional cost for the hotel rooms.*

3. Working Group Updates

It was decided that the WGs would be together for the first meeting to help give everyone context and facilitate “vision”. The WG leaders will give a short update of their respective group, as well as giving

an outline of what they hope to achieve in order to give everyone present at the meetings the chance to understand what is being done within the Action, and to give them the opportunity for input. If possible, the main points of the plan will be circulated within the Core Committee prior to the meeting so that the main points are all agreed before-hand. The deadline for this input was set at the end of January.

4. Update on the Workshop

Dr Carr updated the CC on plans for the Workshop. He noted that he is having trouble getting people from other countries signed up to the Action, and Dr Flatmark noted that this is an ongoing problem for many members.

The group asked whether perhaps the workshop should be changed to a basic sciences workshop, and the group, including Dr Carr, thought this might be a good idea as it would give Dr Carr more time to get people signed up and prepared. However, there is still some hope for this time, and so Dr Carr asked for a delay of 2 weeks before a final decision about the content of the workshop is made (14th December 2018). Invitations must be issued no later than mid-December to allow for procurement of the least expensive travel costs, so the content of the workshop must therefore have been decided by that time.

Dr Kusamura suggested that another possible topic for the workshop could be to include the final part of the PMP consensus process that was initiated by PSOGI. This would be an excellent way to fulfil the goals for WG1. All agreed that this could be another option and Dr Flatmark will coordinate discussions to facilitate a final decision.

5. STSM Update

Dr Cosyns will give an update on the STSM and application processes at the February meeting, both at the MC meeting (to provide background information for deciding on budgetary requirements for STSMs and in the WG meeting to inform all participants about application principles. Hopefully the website will be active so that information can be posted prior to the meeting.

6. Any Other Business

Dr Flatmark asked that anyone having trouble getting people signed up have those people speak with Miss Patrick-Brown who can give more detailed assistance with this.

7. Closing

The meeting was closed at approximately 13.30.