

Minutes Annual General Assembly

Thursday, 6 June 2024 | Online | 10:00 -13:00 h

EPHA Members

Julia Wadoux (JW, AGE; proxy for ESNO), Nora Laubstein (NL; ANME), Prof Dr Marija Jevtic (MJ; DLV), Fraser Quin (FQ, BSLM & ELMC), Pedro da Costa Pereira (PdCP, EAHP), Stephanie Kohl (SK; EAHP), Ann Isabelle von Lingen (AlvL; EATG), Miranda Ruchtie (MR; ECCH), Edward De Beukelaer (EDB; ECH), Wendy Yared (WY; ECL), Toma Mikalauskaite (TM; ECL), Riccardo Moschetti (RM; ECO), Richard Price (RP, ECO), Birgit Beger (BB; EHN), Beatrice Credi (BC; ELPA), Marko Korenjak (MK; ELPA), Anastassiya Semeiskaya (AS; ELPA), Brian Ward (BW; ERS), Polina Starchenko (PS; ERS), , Devi Mey (DM; ESOT), Elisa Baldini (EB; Eurocam), Freek Spinnewijn (FS; FEANTSA), Thomas Molloy (TM; HEC), Elisabeth Dupont (ED; IDF Europe), Rebecka Öberg (RO; IOGT-NTO), Emil Juslin (EJ; IOGT-NTO), Pietro Forghieri (PF; ISDE), Francesco Romizi (FR; ISDE), Dr Paolo Lauriola (PL; ISDE), Nieves Patino Martin (NPM; IVAA), Dr Claudia Marinetti (CMar; MHE), Christine Baluci (CB; MHN), George Sultana (GS; MHN), Dr Tadeusz Jedrzejczyk (TJ, PTPZ), Piotr Popowski (PP; PTPZ), Rose Gallagher (RGa; RCN), Floriana Cimmarusti (FC; SAFE), Lilia Olefir (LO; SFP), Corinne Hinlopen (CH; WEMOS), Michael Smith (MSm; ECCH),

NB

On 5 June, 2024, AGE, EASL, EATG, ESNO, Eurocare, FEANTSA, and the Lithuanian Tobacco and Alcohol Control Coalition submitted their resignation from EPHA membership, effective on 7 June, 2024.

EPHA Board

Dr Jean-Paul Zerbib (JPZ, President; FEMS), Sabine Dupont (SD, Treasurer; IDF Europe), Nicolas Phillipou (NP, Board Member; ECL)

EPHA Secretariat

Dr Milka Sokolović (MSo, Director General), Raymond Gemen (RGe), Agata Petcov (AP), Clémentine Richer Delforge (CRD), Dr Jaisalmer De Frutos Lucas (JDFL). Jasmina Cunmulai (JC). Jana Kirschner (JK), Alba Gil (AGi), Frazer Goodwin (FG), Rebecca Barlow-Noone (RBN), Emmi Weller (EW), Dr Alessandro Gallina (AGa), Tomas De Jong (TDJ), Bhavani Srinivasan (BS), Claudia Mantovan (CMan), Brigid Transon (BT), Lisa Becker (LB), Isla Leckie (IL)

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Transparency Register Number: 18941013532-08



Welcome & Introduction

EPHA President JPZ opened the meeting, welcoming all attendees and providing an overview of the agenda. JPZ expressed gratitude to the board and the members for their ongoing support and hard work during a challenging period. He acknowledged the difficulties faced, and highlighted the efforts made by everyone to maintain a high level of work.

Overview of Current Situation

JPZ provided a detailed explanation of the current situation within EPHA, including the challenges encountered over the past four months particularly regarding the allegations. JPZ referred to the findings of a Thales report, commissioned to look into EPHA operations and outlined the steps taken to address the issues identified, emphasising the importance of transparency.

No breach of law: JPZ reminded those present that no breach of Belgian law was identified during the review of EPHA operations, including no harassment or discrimination, as well as no breaches of the labour law. He also emphasised the importance of protecting EPHA's reputation.

Lack of oversight: JPZ highlighted a lack of oversight by the Board over EPHA's operations as one of the findings of the review. He mentioned that measures have been implemented to improve alignment in decision-making and management.

Dismissal of a staff member: JPZ informed members of the dismissal of Dr Aleksandar Sokolovic (AS) as one of the Board's follow up actions. At the time of dismissal, no specific reason was provided and the dismissal was handled in such a way so as to maintain confidentiality. As a result, no further information will be shared on the matter.

Financial Situation: JPZ highlighted the financial constraints caused by the crisis, emphasizing the need for strict control over expenditure.

Approval of Agenda

EPHA President JPZ welcomed the General Assembly and confirmed that the quorum had been reached. The participants were informed that the meeting was being recorded, while JK informed participants of Zoom hygiene. JC was in charge of moving slides during the AGA.

Approval of Agenda

AIVL (EATG) requested an amendment to the agenda to include a discussion on the 2025 budget. She emphasized the need to vote on the 2024 budget and to receive information on the preliminary budget for 2025. She mentioned that, although her organisation will not be members in the future, it is crucial for the remaining members to understand the financial situation of EPHA.

SD, EPHA Treasurer, responded to AivL noting that the financial issues were the next item to be discussed during the meeting, as shown on the agenda.

MSo, EPHA DG, responded to AivL'S request, clarifying the procedural rules, including:

- The Annual General Assembly was convened with two months' notice;
- Members were invited to add agenda points up to one month in advance;
- No members requested additional agenda points before the agenda was circulated;
- According to legal advice received, additional points can only be added if requested by at least one-twentieth of the membership, which was not the case.
- The Board cannot accept last-minute agenda items, as it disadvantages members represented by proxy



JPZ responded to AIvL's request by acknowledging the importance of discussing the future of EPHA. However, he stated that it was too premature to address the 2025 budget.

PdCP (EAHP) expressed the expectation for the critical issues affecting the organisation to be addressed. He emphasised the need for a dedicated agenda item to discuss the allegations that came to the fore. Although understanding the board's decision not to include additional agenda items, he requested that it be minuted that this topic should be thoroughly discussed.

JPZ invited PdCP to elaborate further on his request.

PdCP stated that the EAHP believes it is crucial for members to have access to the full Thales report, so as to fully understand what has happened. He emphasised the importance of transparency and mentioned that the 43-page report should be shared with the members. PdCP highlighted that the lack of access to the report puts members in a conflict of loyalty and interest.

JPZ highlighted his own desire to publish the Thales report for the reasons of transparency and honesty. However, Thales advised against it, due to the risks associated with revealing sensitive information and names. JPZ explained that the decision not to publish was made to minimise risks and protect the interests of EPHA, its staff and its members. He acknowledged the dissatisfaction with this decision but emphasised that it was necessary for the greater good of the organisation. JPZ reiterated his commitment to transparency and the importance of discussing the organisation's financial situation and electing a new board to move forward.

FS (FEANTSA) aligned with PdCP's request and asked to include FEANTSA's name in the minutes. He noted that many questions regarding the Thales report remain unanswered and reiterated the need for answers. FS asked JPZ to clarify the board's stance on RGe's email to members from June 5, in which he was addressing his issues with ex-board members and advisors. He further stressed the need to adopt the 2024 budget and the work plan for 2025, as required by Belgian NGO law and EPHA's Statutes, suggesting an amendment to the agenda to include these items.

SD clarified that the 2024 budget was approved in December 2023 and does not require a vote. It is too early to present the 2025 budget, which will be provided to the membership for approval later in the year. SD will present the audit results of 2023 for membership approval, along with an update on the 2024 budget. Without going to the content of it, JPZ clarified that he did not support RGe's email in such a difficult moment for the organisation. He urged everyone to maintain control and responsibility in their roles, whether as board members, managers, team members, or general EPHA members.

RGe stated that he takes full responsibility for the email he wrote. He insisted that there is tangible evidence for each point made in the email, and assured members that his claims are not false, hence not slander. RGe offered to provide the evidence and to continue the discussion offline if necessary.

FC (SAFE) highlighted the difficult atmosphere in the meeting. She emphasised the damage to EPHA's reputation caused by accusations in Politico, despite the report finding no evidence in support of the allegations. FC highlighted that the negative publicity has severely harmed EPHA and its members. She criticised those members who have decided to leave [referring to the collective resignation the day before] for continuing to influence the discussion. FC urged them to stop requesting changes to the agenda, as they will not be affected by organisation's future plans. Given this situation and the atmosphere of the meeting, FC suggested postponing the meeting.



ED (IDF Europe) expressed optimism and a desire for the annual general assembly to be constructive, rather than revisiting past discussions. She urged members to focus on moving forward highlighting the damage to EPHA's reputation, as well as. to the broader civil society community. ED stressed the importance of unity, especially in the face of rising far-right movements, and encouraged members to work together to strengthen the civil society voice.

JPZ emphasised the importance of focusing on public health in Europe rather than on internal disputes. He highlighted the many medical deserts and widespread suffering from diseases across and beyond the European Union. He reminded members that EPHA's mission extends to all of Europe. JPZ warned that continuing in a divisive direction could undermine EPHA's ability to positively influence public health policies. He acknowledged past issues but stressed the need to protect and improve health systems and policies rather than invest energy into internal affairs. JPZ urged members to proceed with the agenda and to maintain their focus on these critical issues.

Statutory matters

Approval of Previous AGA (2023) minutes

No comments were received and the minutes were approved with no amendments.

Approval of Board election supervisors

Approval of Board Election Supervisors

SD reminded members that the elections for the new board would be conducted during the AGA. The elections were to be supervised by a bureau consisting of MS, AP, and SD, who would oversee the process.

EPHA Board Candidates & Board election process (2024-2025)

Presentation of Introduction to Board Election Process

SD announced that the AGA marks the end of the mandate for NP, JPZ, and herself, and none would be standing for re-election. She outlined the key responsibilities of board members, emphasising that they must represent the interests of EPHA as a whole, not their nominating organisation. This responsibility is described in a memorandum of understanding, which all candidates have signed.

Criteria for Board Member Election

SD detailed the criteria for board members, including experience in public health, public policies, EU policies, corporate management, and the role of civil society. Candidates must also have at least five years of experience managing finances, and demonstrated leadership experience. Additional criteria were assessed for strategic thinking and multi-policy experience. SD highlighted the board's commitment to diversity in terms of country of origin, age, and gender. She mentioned that there are three to seven vacant positions for 2024-2025, and three validated applications were received by the deadline date. Each EPHA member with paid membership fees has one designated voter, and those with proxies can vote accordingly. Information about the candidates was circulated to members one month in advance.

Election Process:

Designated Voters

Each paying member was entitled to one vote. Designated voters must have been confirmed to the EPHA office by June 3. Designated voters were to receive an individual, non-transferable voting link.



Proxy Votes:

Members could be represented by another member through proxy votes. The deadline for submitting proxies was May 30. A member could hold a maximum of two proxies.

Verification of Voters

Verification of designated voters and proxy votes had been completed by the office.

Voting Rules

Each eligible voter could cast a maximum of three votes. Voters were not obliged to use all their votes, and, if preferred so, could vote for fewer candidates.

Voting Procedure:

The voting process would commence following the statutory section of the meeting. The voting period would last for 15 minutes. The expected time for opening the vote was around 12:00

Candidates:

Presentations of the candidates was to be conducted in alphabetical order, based on first name. Each candidate was to be allotted a maximum of two minutes for their speech. A stopwatch would be displayed on the screen to monitor the duration of each speech. Candidates were urged to adhere strictly to the two-minute limit for fairness. Following the presentations, there would be a Q&A session. Attendees could ask questions to the candidates using the chat box. Questions should be clearly addressed to specific candidates. No comments or endorsements were to be made in the chat.

SD introduced the candidates:

- George Sultana (GS), Board Member of the Malta Health Network (MHN)
- Doctor Paolo Lauriola (PL), Board Member of the International Society of Doctors for the Environment Italy (ISDE Italy)
- Doctor Tadeusz Jedrzejczyk (TJ), Director of the Department of Health in Poland, representing the Polish Society for Health Programs (PTPZ)

The order of presentations were announced as GS, PL, and TJ respectively.

Presentations of the candidates

GS introduced himself as a candidate for the board, representing the Malta Health Network, an NGO promoting patient advocacy and rights in Malta. He corrected his role on the slide to board member. GS, now retired at 65, has over 40 years of experience in the Maltese public service, with expertise in social affairs, EU policy development, and program implementation. He emphasised his commitment and experience, aiming to contribute positively to EPHA during this challenging time.

PL introduced himself as a candidate for the board, providing a brief overview of his extensive 45-year career in public and environmental health. Now retired at 72, he has successfully led four EU-funded projects and collaborated with many international networks. PL highlighted his scientific contributions, including over



28,000 citations and an H-index of 40. He currently holds several positions, including scientific responsibility for the Italian Network of Sentinel Physicians for the Environment and board memberships in ISDE Italy. PL expressed his enthusiasm for future collaboration.

TJ introduced himself as the founder of the Polish Society for Health Programs. His experience includes roles such as Deputy Director for Medical Staff at a teaching hospital in Gdansk, CEO of the National Health Fund in Poland, and currently working for the Regional Health Department of the Regional Authority. TJ emphasised the need for transparency within EPHA, improving public relations, and maintaining a strong stance on public health issues. He highlighted the importance of members feeling ownership of the organisation and the necessity of effective communication in modern times.

Questions from participants

- LO (SFP) asked the candidates how they plan to address member concerns about the unreleased report, non-payment of membership fees, and exclusion of members as observers [in case no fees were paid]. She emphasised the need for strategies to ensure transparency, foster dialogue, and make members feel heard.
- EB (Eurocam) emphasised that a member organisation should focus on empowerment and engagement. She asked the candidates how they would counter the current tendency towards disaggregation within the organisation.

Responses from candidates

- GS responded by emphasising the need to take stock of the current situation and look forward. He stressed the importance of moving ahead, building bridges, and ensuring dialogue and transparency. GS highlighted the need for effective and timely collaboration with members to ensure EPHA progresses in its work.
- PL acknowledged his unfamiliarity with EPHA's working mechanisms and committed to understanding them if elected. He recognised the complexity of the current situation and expressed his belief in EPHA's objectives. PL emphasised his dedication to managing conflicts with integrity and pledged to focus on transparency and empowerment.
- TJ acknowledged the crisis EPHA faced but noted that such challenges were common in any organisation's lifespan. He emphasised the importance of team effort and effective management, as is the board's supervisory role. Regarding non-payment of fees, TJ proposed handling such issues individually, considering exceptions, if necessary, and addressing requests on a case-by-case basis.

Reactions from participants

- LO (SFP)acknowledged the candidates' responses and thanked them. She noted that while the candidates have experience in public health, they did not specify any concrete actions they plan to implement. Additionally, she pointed out that there was no response regarding the release of the Thales report and how they plan to address this issue.
- SD responded to LO by stating that the candidates were given the opportunity to answer the questions, and they chose how to respond. Therefore, the discussion on this topic needed to be closed.
- PdCP (EAHP) emphasised the importance of understanding the new candidates' positions on the full release of the Thales report, highlighting transparency as a key concern. He expressed concern over the entire board stepping down and asked why the Secretary General should not also step down. PdCP stressed the need for clarity from the new candidates on these points.



• SD clarified that the question regarding the Thales report was not asked before the candidates were given the opportunity to answer. She emphasised the need for structure and rules within EPHA on how such meetings progress. SD noted that the floor was open for questions, which were raised and answered, and reiterated the importance of moving on with the agenda. She advised members to base their voting decisions on how the candidates addressed the questions during the allotted time.

EPHA Financi Overview

EPHA Financial Overview of Financial Agenda

• SD announced the need to vote on the audited 2023 accounts and provided an update on the 2024 budget. She reported that for 2023, EPHA's total income was just over €2.6 million, with expenses just under €2.6 million, resulting in a small surplus of €24,000. The bulk of income came from foundations, followed by an operating grant. The increase in revenue was mainly due to additional operating grant funds and foundation funding. Staff costs were the largest expenditure at €1.5 million. SD invited any specific questions on the financials, noting that they had been previously presented at the members' meeting in April.

2024 Budget

• SD provided an update on the 2024 budget. The initial forecast was for a total income of just under €2 million. The updated forecast now predicts a total income of just under €1.7 million and total expenditure of just under €1.9 million, resulting in a projected loss of just under €200,000. The main difference is due to unconfirmed grants, particularly from the ECF, which has not yet been renewed. SD mentioned efforts to diversify funding and continued fundraising to address the forecasted loss. She provided a detailed breakdown of confirmed public projects and tenders.

Policy Priorities & OPG/FPA Process

- RGe, EPHA's Head of Policy, presented the way forward for EPHA, focusing on policy priorities and the reminding of the process around application for the DG SANTE Operating Grants (OPG) and the Framework Partnership Agreement (FPA). He addressed concerns about member involvement and emphasised the importance of member-driven actions. RGe outlined how the advocacy strategies for 2023-2025 co-developed and detailed with members were integrated into the annual work plan for 2024. He explained the financial support from the OPG grant and the flexibility needed in deliverables to adapt to changing policy environments. He highlighted the high score received for the 2024 OPG proposal (97/100) and the ongoing process for the submission of proposal for the FPA 2025-2026. He reiterated the importance of flexibility in the context of the upcoming European elections and the development of EPHA's new strategy for 2026-2030. Finally, RGe presented the policy priorities for the year and invited questions from members.
- LO (SFP) asked if RGe could briefly walk through the priorities for 2025 and 2026, as the FPA will cover those years. She requested an explanation of the logic behind how these priorities were set.
- RGe repeated the process for setting EPHA's priorities for 2025 and 2026. He reminded of the advocacy strategies developed through member engagement covering the period 2023 2025, with annual objectives made more specific each year. For the FPA, the basis for the narrative will include ongoing public health topics identified as key in the advocacy strategies per cluster, like AMR, the European Health Data Space, the pharma package, and the European Health Union debate. RGe emphasised the need for flexibility in addressing specific items within the umbrella topics, allowing for adjustments in the format and focus of activities.
- LO mentioned that it would have been helpful to receive the presentation in advance to follow along during the meeting.



- RGe responded by highlighting that the advocacy strategies, topics, and priorities were developed through member engagement in the policy clusters. He implied that members participated in these clusters, have been part of the process, and have received the so developed cluster strategies.
- LO thanked RGe for answering her question. She reiterated that it would be helpful to receive the presentation slides before the meeting.
- ED (IDF Europe) praised the decision to keep the plan and operating grant flexible, calling it a wise move. She suggested that, given the small size of the new Board, EPHA could count on more engagement with members. Despite the challenges of engaging members, ED emphasised that members are likely willing to support, collaborate, and partner with EPHA and the new board whenever possible.
- RGe agreed with ED about the need for better member engagement. He mentioned plans to improve policy cluster meetings, noting different levels of engagement within different clusters. This has been piloted from the beginning of 2024 in the health equity policy cluster, where one-on-one meetings with members were introduced to understand their needs and encourage ownership of topics. RGe committed to expanding this process to other clusters.
- JPZ mentioned that Thales recommended a smaller board, ideally three to five members, to improve efficiency and ease the decision-making. He noted that having three Board members aligns with Thales' advice for a more effective and present board.
- RM (ECO) suggested logistical improvements to enhance engagement and participation in policy clusters. He recommended addressing overlapping issues in different clusters through horizontal collaboration, such as combined meetings of related clusters. This approach could align with cross-sectoral policies and multidisciplinary topics like the One Health approach and improve focus on NCD prevention and early detection within European and international agendas.
- RGe agreed with RM's suggestion for cross-cluster collaboration. He mentioned that EPHA has started implementing this approach, citing a recent cross-cluster meeting between healthy environments and global health on the food systems. RGe acknowledged the value of RM's suggestion and thanked him for his engagement.
- EB (EUROCAM) asked about the Healthcare Delivery cluster, noting the absence of a strong EPHA voice on Access to Medicine in Brussels this year. She inquired about plans to strengthen EPHA's voice on this strategic and important issue in 2025 to ensure the highest attainable health standards for everyone.
- RGe acknowledged the concern about the lack of a strong EPHA voice on the Access to Medicine topic. He explained that the issue arose from not having a dedicated person to lead the healthcare delivery cluster, as discussed at the Directors' meeting in February. EPHA conducted several rounds of recruitment and organised *ad hoc* meetings with members to address the issue. RGe noted that they had found a candidate after the Directors' meeting but could not offer the position due to the situation at hand. Once the situation stabilises, EPHA will look into hiring the necessary personnel to strengthen the work and reputation in this area. He thanked members for their ongoing support and contributions, emphasising the alignment of their ambitions with membership needs.
- RP (ECO) asked about the collective actions needed to achieve more success in the next European Parliament, given the unfulfilled promises by the current commission on issues like food and alcohol labelling, and tobacco legislation. He noted some positive developments, like asbestos legislation, but expressed concern about facing a potentially less supportive parliament. He inquired about strategies for the next four to five years to improve outcomes.
- RGe provided a brief response, acknowledging the need to work collectively to engage and build relationships with newly appointed MEPs and commissioners post-election. He mentioned EPHA plans for an event to bring together high-level decision-makers, though planning was put on hold due to the situation including the financial difficulties. RGe highlighted the importance of the EU for Health Civil Society Alliance and the ongoing efforts in



food system and labelling advocacy, particularly by colleague AGi. He emphasised the readiness of the public health community to support the new Commission's public health priorities.

- FR (ISDE) asked a quick question about a resolution approved by the European Parliament in November requesting the future commission to start a process for revising the European agreement for the gradual transfer of healthcare to a community matter. FR inquired if the attendees were aware of this resolution.
- RGe responded to FR, stating that he could not provide detailed comments. He mentioned that a planned meeting on the topic with various public health partners was postponed. RGe assured that the issue would be addressed in the Politics and Health policy cluster.
- JPZ emphasised the importance of the public healthcare system in Europe. He noted the trend towards privatisation, which aims to limit costs, is not always effective. JPZ stressed that EPHA must prioritise the public healthcare system across Europe. He acknowledged the significance of the issue and the potential impact of decisions by the new Parliament and Commission.

Voting & Voting outcome

Voting Schedule:

The first 15 minutes of the break were allocated for members to cast their votes. The subsequent 15 minutes were to be used by the Secretariat to count votes, verify validity, and produce results.

Voting Instructions and Software:

Members registered to vote for EPHA had received emailed voting instructions. The same software as in previous years, Election Runner, was used.

Items for Voting:

Members voted on two items:

- 1. Approval of EPHA 2023 Financial Accounts
- 2. Election of the Board members.

Technical Aspects of Voting:

EW (EPHA) walked the participants through the technical aspects of voting. Attendees eligible to vote, whose organisations have paid their membership fees and who have been designated as voters, should have received an email with a voting link in the mailbox used to register for the AGA. For the Board election, attendees could select up to three candidates or cast a blank vote. If they held a proxy, they would receive two different emails and were able to cast two votes. A board candidate would be elected if they received a simple majority. In line with the rules, abstentions were not counted.

Break & Reconvening:

Members were encouraged to take a vote & comfort break during the 30-minute interval. The meeting was scheduled to reconvene after 30 minutes.

Confirmation of Voting Process:

JPZ thanked members for casting their votes. JPZ confirmed that the voting was successful, with no technical issues, making the vote valid.



Voting Results on Financial Accounts:

SD announced that the financial accounts were approved by 21 out of 22 of the casted votes.

Elected Board Members:

The following individuals were elected to the EPHA board by absolute majority of casted votes (86-91% depending on the candidate):

- 1. Paolo Lauriola
- 2. George Sultana
- 3. Tadeusz Jedrzejczyk

GS expressed gratitude for the trust shown in him and committed to repaying this faith with good work and dedication for the benefit of EPHA.

PL thanked everyone and stated that the real work begins now. He committed to doing his best from both an administrative and scientific advocacy perspective. PL emphasised the importance of forming a good Board and pledged his full effort.

JPZ thanked everyone and wished them good luck. He expressed his confidence that they would have fulfilling years ahead, working with a marvellous organisation. He offered opened communication channels with the new Board and expressed his willingness to assist with the transition. He concluded with congratulations.

Closing of AGA Closing words:

MSo expressed gratitude to the retiring board members, acknowledging their hard work during a challenging period and hoping their efforts would strengthen EPHA. She congratulated the new board members for stepping up during difficult times and wished them every success. MS also expressed sadness over the departure of seven members, appreciating their contributions and hoping for future collaboration. She thanked the entire membership for their support and challenges, highlighting the Secretariat's commitment to incorporating member input into EPHA's activities. MS concluded with warm congratulations to the new board and urged them to guide EPHA to stability.

JPZ thanked SD, NP, the team, and all members for their hard work and support. He emphasised the importance of continuing the work for the health of people and their families across Europe and beyond.

The AGA concluded with JPZ's closing remarks, thanking all participants and expressing optimism. He highlighted the significance of EPHA's goals and closed the AGA, wishing good luck to the new board.

AGA Minutes were written by JC and MSo, and approved for circulation by EPHA Management Board.