



# MINUTES OF THE BOARD MEETING OF THE INTERNATIONAL LEAGUE OF DERMATOLOGICAL SOCIETIES

HELD 17-18 JANUARY 2004  
SINGAPORE

(ABRIDGED VERSION)

## PRESENT

Robin Marks, MD, **President**  
Georg Stingl, MD, **Secretary-General**

Ricardo Galimberti, MD  
Marcia Ramos-e-Silva, MD, PhD  
Takeji Nishikawa, MD  
Adrian-Martin Pierini, MD  
Kristian Thestrup-Pedersen, MD, PhD  
Benvenuto Giannotti, MD  
Mary E. Maloney, MD

Roderick J. Hay, MD  
Wolfram Sterry, MD  
Andreas D. Katsambas, MD  
David I. McLean, MD  
Jean-Paul Ortonne, MD  
Jean Revuz, MD, PhD

## APOLOGIES

Francisco Camacho-Martinez, MD, PhD  
Ana Kaminsky, MD, **Treasurer**  
Stephen I. Katz, MD, PhD  
Jean-Hilaire Saurat, MD

Wong Jok Wan, **Minutes Secretary**

## 1. WELCOME

Professor Marks called the meeting to order at 8:10am and welcomed the members of the ILDS Board.

## 2. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous Board meeting held on 16 October 2003 were approved and signed by Professor Marks.

Professor McLean requested that the Minutes posted on the website have an indication that they are a *draft* or *abridged version* for correct referencing. Professor Marks agreed to the suggestion.

## 3. THE LONG-TERM OFFICE OF THE ILDS

The ILDS administrative office has relocated to Australia recently. Professor Marks indicated that an Office Procedures Manual is being developed for all aspects of ILDS work. He stated that the current priority was to establish a high quality database to suit all ILDS

needs, for example, the recent questionnaire on office location, contact addresses and Executive Officers of Member Societies.

There was discussion about the work that Professor Marks had done with the British Association of Dermatologists (BAD) in setting the ground work for the long-term home for the ILDS office, particularly the implications of the move in regard to tax deductibility. It was agreed that careful consideration had to be made about moving ILDS accounts to the United Kingdom as once the ILDS was established as a charity in the United Kingdom, it would be very difficult to move again without incurring some tax liability. It was agreed that the office of the ILDS should be located in one place with all functions, not only the administrative functions, but also the financial functions.

It was requested that Professor Marks seek the expertise of legal, financial and/or taxation experts to provide a long-term view on tax deductibility in any country once the office had been established in one country only. Following much discussion it was agreed that Professor Marks be authorised to continue the discussions with the BAD with the long-term aim of moving the ILDS office to London.

There was then discussion to whether the IFD needed to be registered as a charity separate to the ILDS. Professor Hay proposed that the ILDS should be registered as one single charity including the IFD under the umbrella of the ILDS. Finally Professor McLean suggested that the finances of the World Congress of Dermatology (WCD) be kept separate from the general ILDS and IFD ledgers as it is a greater liability. He recommended that there be separate structures for operating these activities.

#### **4. FINANCE COMMITTEE**

Professor Thestrup-Pedersen reported on the discussions at the last Board meeting in Barcelona where it was suggested that the Board seek opinions from three PCOs on the production of a World Congress of Dermatology Manual for future handling of the World Congress by the ILDS Board. This was bearing in mind the financial arrangements that are now in place whereby 50% of the surplus of the World Congress of Dermatology is automatically remitted to the ILDS. It was agreed that there would still be continuing income to the ILDS from the per-capita payment for each registrant (currently US \$25.00 per registrant), even in the event of no surplus or even a loss, being made by the World Congress of Dermatology. It was pointed out, however, that there needed to be very strict controls and financial reporting for future World Congresses of Dermatology, hence the need for a carefully developed World Congress of Dermatology Instruction Manual.

The three proposals from Mr Barrie Markey of ICMS in Australia, Mr Philippe Fournier of MCI in France and Mr Lars Christensen of International Conference Services in Denmark were reviewed. Each proposal was similar in recommending to the ILDS that they appoint a core PCO as well as a site PCO being appointed by the local Organisers of the World Congress.

Professor Marks also pointed out that writing of a Congress Manual required the Board to decide on the policies that it wanted in the relationship between the Board and the local organisers. Following further discussion, it was agreed that advice would be sought from major dermatology societies who ran their own conferences. It was agreed that Professor Maloney would seek the Policy Manual from the AAD, Professor Hay would seek the Policy Manual from the BAD and Professor Thestrup-Pedersen would seek the Policy Manual from



the EADV. These would be considered by the Finance Committee and presented to the Board for further discussion at the next meeting in Buenos Aires, October 2004. Professor Thestrup-Pedersen would prepare a summary for presentation. These policy decisions needed to be in place before a Manual could be produced.

## 5. COMMUNICATIONS COMMITTEE

Professor Sterry reported on the website which is up and running, is very attractive and contains substantial information, including a Calendar of Events.

There was discussion on what other contents should be posted on the website. This included links to Societies that had Guidelines on diagnosis and/or management of dermatological conditions. It also should have links to Member Society websites, where available. Professor Marks commented that information on Society premises, Executive Officers, websites and the Liaison Officer had been sought and the responses are coming in slowly. Professor Sterry commented on the questionnaire that had been sent out from Berlin seeking information not only on activities of the Societies, but what was their definition of and training for a dermatologist. The responses have been very slow.

There was discussion to the further work on Defining Dermatology. Professor Stingl stated that the European Dermatology Forum had a *White Book* on this subject and were currently updating it. He said this book was used to define dermatology within Europe and could act as a political document when working with government. It was suggested that this White Book could form the basis for the work that the Communications Committee is doing on the Definition of Dermatology, expanding it to include the American and Asian Pacific Continents. A copy of the *White Book* would be sent to each of the Board members to consider prior to further discussion on this topic at the October Board meeting in Buenos Aires, 2004.

### *ILDS Newsletter*

Professor McLean had written a Discussion Paper about the possibility of having an ILDS Newsletter as a way of communicating with Member Societies. Professor Sterry enquired whether it was to be a communication with Societies or would go direct to dermatologists who were members of the ILDS Member Societies. It was stated that there would be a very large difference between communicating with Societies and communicating directly with dermatologists, not only in cost, but in also the method of delivery of such a Newsletter. It was pointed out that Professor Klaus Wolff had initiated an ILDS Newsletter in the 1992-97 quinquennium which had only one issue. This was sent directly to dermatologists throughout the world and involved sponsorship from a major pharmaceutical company. Professor Katsambas stated he was in favour of having a Newsletter and suggested having up to three issues per year. This could be supplied through pharmaceutical companies and other avenues and could include Guidelines on treating common dermatological conditions. He commented that there may be a need for an Editorial Board to oversee the production of the Newsletter.

Following the discussion, the Board agreed in principle to production of a Newsletter which would be distributed both through Societies and direct to dermatologists where applicable. Professor McLean was to work further on this proposal and present a more detailed Discussion Paper to the ILDS Board meeting in Buenos Aires, October 2004.



## **6. DERMLINK GRANTS**

Professor Giannotti presented the current status of the Dermlink Grants to the Board. All Societies had been made aware of the outcome of the decisions of the Board in regard to Dermlink Grants in Barcelona October 2003. There was a late submission of an application for a Dermlink Grant from Professor Henning Grossmann in Moshi, Tanzania. Professor Marks gave an explanation for Professor Grossmann's late submission. He had visited Moshi, Tanzania, just prior to this Board meeting and confirmed that there is a need for the Public Address System (PAS) requested in the grant application. After discussion, the Board agreed to support the application of Professor Grossmann for US\$2,055 for the PAS.

It was then decided that there be advertising for another round of grants for the year 2004. There was discussion about the nature of the grants that should be awarded. Professor McLean highlighted that applications from Societies needed to be certified for educational work and teaching programs. He said that the ILDS should write to the recipients of previous grants requesting a progress report on the use of these grants. Professor Giannotti proposed a review of the application form to state clearly what support the grants could be used for and this form would then be circulated as part of the advertisement for another round of applications. It was agreed that the grants should be for teaching aids, or for equipment for assistance in Education Programs. Travel Grants were also approved. Professor Marks stressed that the application for support of educational activities within a country should come through a Member Society, and that all applications need to be approved by one of the ILDS Member Societies. A maximum of \$3,000 is allowable for any particular grant. Professor Marks also added that there was no need to disburse the full amount of the Dermlink budget each granting round if the applications were not satisfactory.

It was agreed that once the application form had been amended, the advertisement and application forms would be circulated to Member Societies. On receipt of applications by the administrative office, these would be sent to the Dermlink Committee, Chaired by Professor Giannotti. They would review them and make recommendations to the Board for a decision at the next Board meeting in Buenos Aires.

## **7. COMMISSIONS AND INTERNATIONAL HEALTH ORGANISATIONS**

Professor Marks reported for Professor Saurat that the ILDS has submitted its Report to the World Health Organisation (WHO) and is awaiting their decision about our continuing relationship status as a Non-Governmental Organisation.

## **8. AWARDS**

Professor Katsambas highlighted progress that has been made with the Awards agreed to by the Board in Barcelona in 2003. Professor Anton Luger had received his award in Vienna presented by Professor Stingl. Professor Marks was to present the Awards to Professors Zackheim and Kurban in Washington DC during the AAD meeting in February. Professor Friedman-Birnbaum had requested that her Award be presented during the International Society of Dermatology meeting in Beijing in May. Professor Katsambas will be attending this meeting and will make the presentation in the Opening Ceremony of that meeting. Professors Cunliffe and Mackie had requested that their Awards be made at the BAD meeting in Belfast in July 2004. Professor Hay will make those presentations. Professor Young Pio Kim had requested that his Award be granted at a meeting of the Korean Dermatology Association. Professor Galimberti will be attending the Korean



meeting in April and agreed to make the presentation at that meeting, if that was acceptable to Professor Kim. If not, Professor Nishikawa had agreed to attend the 2<sup>nd</sup> Meeting of the Korean Dermatology Association in October 2004 to make the presentation. Professor Belaich had requested that his Award be presented at the EADV meeting in Florence in November 2004. Professor Marks has agreed to present that Award in the Opening Ceremony of the meeting. Professor Black has indicated that he would like his Award presented at the EADV meeting in London, 2005. Professor Marks has agreed to make that presentation in the Opening Ceremony.

Professor Katsambas indicated that he will work with his Committee to revise the ILDS Awards Nomination Form prior to the next round of applications. Following that, the advertisement and forms will be sent to all Societies for their nominations. The nominations will be returned to the ILDS administrative office and then circulated to the Awards Committee. Their recommendations will be made to the Board for a decision at the next meeting in Buenos Aires.

## **9. INTERNATIONAL FOUNDATION FOR DERMATOLOGY (IFD)**

Professor Hay briefly highlighted the issues raised at the IFD Board meeting on Saturday 16 January. He summarised the work on: –

- Updating activities at Moshi, Tanzania.
- The proposed activities in China partially developed by Professor Ryan and now further developed by the IFD Board, as appropriate. There was discussion on a Memorandum of Understanding being developed by the IFD to work together with China on a possible joint venture.
- It was also pointed out that the Taiwanese Dermatology Society would be contacted to explain the work that was being proposed together with China.

## **10. 21<sup>th</sup> WORLD CONGRESS OF DERMATOLOGY – BUENOS AIRES 2007**

Professor Pierini presented details of the current developments in the work-up for the 20<sup>th</sup> World Congress of Dermatology. He highlighted promotional plans which included major publicity activities at a substantial proportion of the large dermatology meetings up until 2007. A Site Visit was being finalised for the ILDS Board on 1-3 October 2004 which included: –

- **1 October:** the Board to meet the PCO and Local Committees
- **2 October:** the first Board meeting
- **3 October:** the second Board meeting

Consideration was also given to Board members participating in a Local Scientific Meeting currently being suggested by the Argentinian Association of Dermatology. It was recommended that Professors Galimberti and Pierini coordinate this Scientific Program with the Argentinian Association to ensure that a satisfactory Program could be produced, whilst at the same time preventing any substantial interruption to the ILDS Board meetings and other activities.

There was considerable discussion to the registration fees for the Congress. Professor Pierini expressed his concern that a high registration fee would deter dermatologists from attending, particularly from the less wealthy countries. For that reason, it was proposed that there be three levels of registration fee: –



- Members of the Argentinian and other Latin American Societies, including Mexico.
- Dermatologists from other Member Societies of the ILDS
- Dermatologists and others who were not from a Member Society of the ILDS.

The Committee proposed that the initial fee be \$US350 for Latin American countries, \$US450 for dermatologists from ILDS Member Societies and \$US550 from others from non-ILDS Member Societies.

There was discussion about World Congress Cocktail Receptions being held at various world dermatology meetings, the American Academy of Dermatology and the European Academy of Dermatovenereology meetings in particular. The Board had previously approved two ILDS funded Cocktail Receptions per year, one at each of the American Academy and the European Academy meetings. The Reception at the American Academy of Dermatology would be hosted by the President of the World Congress of Dermatology as a sponsored Cocktail Reception by L'Oreal. The Cocktail Reception at the European Academy would be organised by the ILDS administration and would be hosted by the ILDS President.

## 11. SCIENTIFIC PROGRAM COMMITTEE

Professor Stingl highlighted the details of the Scientific Committee and the Program Development developed at the last Board meeting. Professor Marks made it clear that all members of the ILDS Board were participants in the development of the Program. This included providing suggestions on topics, speakers and Chairman. The Scientific Program Committee was the collating group who would work on all of the suggestions from the Board, as well as the Member Societies, to draw up the final Program to be presented to the World Congress Organisers. The ILDS Administrative Office will circulate a questionnaire to the Societies seeking their suggestions which will be returned to the ILDS administrative office. These will then be collated and presented to the Scientific Committee.

Professor Stingl commented that the Latin American presence will be very strong at the World Congress in Buenos Aires and that the Scientific Program should reflect a strong Latin American component.

Working Dates of the Scientific Program Committee are as follows:

<b>October '03 – mid-2004</b>	The Board to think about topics, areas of emphasis, plenaries, courses and workshops.
<b>Mid-2004</b>	A request should be sent out from the central administrative office to all of the member societies asking for topic and speaker suggestions. Responses to be collated by Rebecca Joss and sent to Professor Stingl.
<b>October 2004</b>	Information regarding topics and speakers received from member societies and discussed at planning meeting.
<b>March/October 2005</b>	Extensive Program Committee planning at AAD/EADV
<b>October 2006</b>	Programs finalised and speakers confirmed.
<b>October 2007</b>	21 <sup>st</sup> World Congress of Dermatology, Buenos Aires



## 12. NOMINATION/ELECTION TASK FORCE

Professor Revuz introduced this complex subject to be discussed and stated that there was a need to decide on the following.

1. The number of ex-officio seats on the Board.
2. The proportion of seats on the Board from Regions.
3. The total number of Regions, based on the number of dermatologists/societies/countries in each Region.
4. The nomination and election process for members of the Board.
5. The number of Delegates for each country/society.

There was much discussion and proposals were agreed upon for each of the five points. It was agreed that a Bulletin/Discussion document would be sent to all ILDS Member Societies seeking their input and comments. These would be discussed at the next ILDS Board meeting in Buenos Aires, October 2004 and any alterations required could be made then.

## 13. OTHER BUSINESS

### *ILDS Poster*

Professor Ortonne discussed the large ILDS poster in French displayed at the recent French meeting in Paris in December 2003. It was produced from the original Spanish template designed by Professor Kaminsky for use in the CILAD Congress in Buenos Aires 2003. There was discussion to this poster being produced in the official ILDS languages and displayed wherever possible. It was agreed that there should be translation of the poster into the other two official languages of the ILDS, German and English, and members should be encouraged to use it where possible. It was also suggested that these posters might be printed in smaller sizes which would be more cost effective and easier to transport to different meetings. The Board agreed to fund the next two posters in the official languages.

### *ILDS Commercial Affiliations*

Professor Marks reported that there have been a number of commercial organisations seeking affiliation with the ILDS. Examples included activities such as sponsorship for the website, a newsletter or Cocktail Receptions. Professor Marks sought the views of the Board about whether or not the ILDS should solicit sponsorship from commercial organisations, such as pharmaceutical companies. He asked the Board to consider what would be the nature of sponsorship/affiliation, whether there would be any conflict of interest, and whether it might affect the professional and the non-partisan image of the ILDS.

It was agreed that the World Congress and the IFD are currently the main areas of activity of the League and it was the World Congress in particular that has traditionally sought pharmaceutical company support. Professor Hay said the IFD had no policy on accepting donations or drugs, although there has been support from a number of companies in the past. Professor Sterry suggested that any sponsorship needs to be purpose-specific and has to be very transparent. Professor McLean suggested that any sponsorship needs to be solicited from all major companies and not be restricted to any particular company, even if there is no response from most of them. In other words, there should be seen to be a broad-based approach to industry, rather than aligning the ILDS with any single company.



There was much discussion about protecting the image of the ILDS and ensuring that ILDS activities not be driven by company needs. Professor Stingl commented that a Letter of Understanding would have to be prepared between the ILDS and any company supporting ILDS activities, particularly a restriction on the use of the ILDS name in marketing activities.

Following further discussion the Board agreed that there would be a place for some commercial affiliation of the League as long as it was carefully developed and managed. A Sub-committee was formed to review the whole subject and make recommendations to the Board on the nature of the relationship. The Sub-committee comprises Professors Pierini (Chairman), Hay, Katsambas and Marks (ex-officio). This Sub-committee will report back to the Board at the next meeting in Buenos Aires, 2004.

Professor Hay mentioned the possibility of having Board members record their commercial affiliations and interests and that those be kept on a register at the ILDS office. There was discussion on this proposal which will come for further consideration at the next Board meeting in October.

#### *Correspondence*

Professor Martin Black's letter suggested the possibility of having an ILDS Board meeting at the EADV meeting in London 2005. The Board agreed to this proposal and Professor Marks will write to Professor Black to indicate the positive response.

There has been a formal proposal of a bid by the Italian Society of Dermatology and Venereology through the Triumph Congressi – Gruppo Triumph, Italy for the World Congress of Dermatology in 2011. There has been a similar proposal to bid from the Korean Dermatological Association.

#### *ILDS Mission Statement*

There was discussion to an ILDS Mission Statement provided by a variety of Board members. Professor Nishikawa wondered if the Mission Statement could be simplified and therefore used as part of a logo representation. There was discussion to the fact that the Mission Statement should highlight service to patients with dermatological needs and that the use of education, science and other facilities could be seen as underpinning or supporting this aim.

Professor Marks restated the purpose of an ILDS Mission Statement being a very short sentence with around 10 words encompassing who the ILDS is and what it does. This Mission Statement could then be used as a very rapid introduction when making contact with other organisations. He pointed out that an immediate decision was not needed. It was agreed that this brief of what was being sought with a Mission Statement should be circulated to Board members. They could put their minds to creating a short phrase or sentence with around 10-20 words which encompassed who the ILDS is and what is its major aim. Professor Marks agreed to circulate a small Discussion Paper seeking further input from members of the Board.



#### **14. PARTNERS IN INTERNATIONAL DERMATOLOGY PROGRAM**

Professor McLean reported on a proposal that he had submitted to the Board outlining benefits of forming partnerships with other societies or organisations who had interests in common with the ILDS. He said that this Program could be developed over time and would be of mutual benefit to the ILDS and the Societies who became partners. It was described as a “win-win” situation.

Following discussion the Board accepted the concept and suggested that Professor McLean develop the proposal more fully and re-present it for further discussion at the next Board meeting in Buenos Aires.

#### **15. CLOSE OF MEETING**

The Board meeting was called to a close at 10.15am on Sunday 18 January 2004.

#### **16. DATE OF NEXT ICD MEETING**

The next ICD meeting is scheduled for 2 October 2004 in Buenos Aires.

