

ELSA Board of Governors Meeting

Date: 12 December 2012 (Wednesday)
Time: 12:00pm – 13:00pm
Venue: Makarim Hall 2, Marriot Hotel- Riyadh, Saudi Arabia
Presented: Governors:
Prof Davide Lomanto (Singapore) - President
Prof. Abdullah AL-Dohayan (Saudi Arabia)– Vice-President
Dr. Kevin Yau (Hong Kong)– General-Secretary
Prof. Humayun Kabir Chowdhury (Bangladesh)
Dr. Sarder A Nayeem (Bangladesh)
Dr. Zhang Zhong Tao (China)
Prof. Minghua Zheng (China)
Dr. Zameer Pasha (India)
Prof. Pradeep Chowbey (India)
Dr. Errawan Wiradisuria (Indonesia)
Prof. Ali Y Jasmi (Malaysia)
Prof. Ye Myint (Myanmar)
Prof. Win Myint (Myanmar)
Dr Raad AlMehdi (Oman)
Dr. Rolf Ulrich Hartung (UAE)
Dr. Al Jaziri Ahmad (UAE)
Dr. Cuong Tan Nguyen (Vietnam)

Attendees:

Dr. Alfred Allen E Buenafe (Philippines) Educational Committee Member
Dr. Jun-Gi Kim (Korea) Scientific Committee Member
Dr. Peter MY Goh (Singapore) Advisory Committee Member
Dr. Wei-jei Lee (Taiwan) Educational Committee Member
Dr. Hassan Al-Thani (Qatar)
Dr. Mohammed Al-Kuwari (Qatar)
Dr. Salman AlSabah (Kuwait)
Dr. Abdul Rahman Almatee (Kuwait)
Ms Emma Suleiman (Administrative Secretary)

Apologies for absence:

Dr Max Baumvol (Australia)
Dr Gustavo Carvalho (Brazil)

Dr. Kenneth Y Y Kok (Brunei)
Prof. Michael K W Li (Hong Kong)
Dr. Heng Tat Leong (Hong Kong)
Prof. Son Truong (Germany)
Dr. Med Stefan Saad (Germany)
Dr. Barlian Sutedja (Indonesia)
Prof. Moshe Dudai (Israel)
Prof. Seigo Kitano (Japan)
Prof. Yuko Kitagawa (Japan)
Prof. Youn Baik Choi (Korea)
Dr Cheuck-seen Edward Lai (Macau)
Dr. On-teng Lei (Macau)
Dr. K Vasudeavan Vimal (Malaysia)
Dr. Suman Kumar Shrestha (Nepal)
Dr. Vishwanath Golash (Oman)
Dr. Muhammad Pervaiz Niaz (Pakistan)
Prof. Mumtaz Maher (Pakistan)
Dr. Rey Melchor F Santos (Philippines)
Dr. Crisostomo E Arcilla (Philippines)
Dr. Zafer Said Matar (Saudi Arabia)
Dr. Wei-Keat Cheah (Singapore)
Dr. Charles Bih Shiou Tsang (Singapore)
Dr. William Chen (Taiwan) - Treasurer
Dr. Suchart Chantawibul (Thailand)
Dr. Suthep Udomsawaengsup (Thailand)
Dr. Yaman Tekant (Turkey)
Dr. Selcuk Mercan (Turkey)
Dr Tran Binh Giang (Vietnam)

1. Welcome speech and President's remark

Prof Lomanto, the President of ELSA welcomed all the Governors and Members of Committee for attending the meeting. It is the first time that ELSA organized the Annual Congress in the Arab Subcontinent and even though facing several challenges the positive results in terms of attendance and scientific programme it is highly rewarding. He appreciated and congratulated Prof Aldohayan and all the Local Organizing Committee for the effort in organizing the excellent ELSA 2012 Congress. The Congress has more than 500 registered participants and it's a great success for ELSA to be in Middle East and explore this new avenue. He also announced that there is a good respond for new memberships from all over Asia thanks to the support of all the

single country Governors and to the regional activities endorsed by ELSA that are fundamental to make awareness about the Society role in MIS Programme.

The discussion will follow the Agenda.

2. Minutes of previous meeting adoption, Singapore 2012

Dr Kevin Yau circulated before the Congress the Minutes from the previous BOGs meeting and commenting the different important point. The minutes are adopted and approved with no amendment.

3. Report by General Secretary

Dr Kevin Yau updated the Governors regarding the ELSA membership and other Activities. The current number of ELSA members have reached a total of 1,386 members. New membership this year is comes from several Myanmar, Nepal, Oman, India & Philippines. We have grown about 300 new members for the past year, which is a great achievement. He is expecting the increment up to 1500-1700 memberships. Prof Lomanto took this opportunity to thank Myanmar Endoscopic Society for their big support to ELSA with 100 new members and suggested that ELSA should work closely with every National Society to create awareness and a joint membership. These ultimately will benefit the Members that can get both benefits as Congress registration at discounted fee, access to ELSA Official Journal Asian Endoscopic Surgery Journal, Special rate for the ELSA Endorsed activities around the Region and more. Several Governors (K Chowdhury, Kim J, Errawan W) contributed and supported this approach. All the Governors agreed to take action to promote ELSA and start discussion with National Societies like KSELS, PALES, IAGES, etc.

4. Treasurer Financial Report

Dr Kevin Yau reported on behalf of Dr William Chen (absent for Visa issue) on the financial year income. The current balance as in 11 Aug 2012 is about US\$ 83,000 held in Hong Kong bank account. Vietnam (ELSA 2010) has contributed US\$14,000 and he thanks both Vietnam Governors for the success and the contribution to the ELSA fund. Prof. Chowdhury suggest that if fund are available, ELSA may support some of the regional activities and training programme, for example will be useful to start a 6 months fellowship programme in ELSA accredited programme. The cost of each fellowship should be around US5,000 – US6,000. All the Governors agreed with this proposal and action will be taken when necessary.

5. Chief Editor Editorial Report

Prof. Lomanto report as Chief Editor the different Editorial activities of ELSA

5.1 Journal

The official journal is doing well and ASES is now PubMed and visible on the major E-Library. Reinforce the need for more publications from Asia and more contribution in terms of Editorial, Review, Guidelines, original article to raise the profile of the Journal. He invites all the Governors to contribute according to their expertise. Prof. Kitajima and Prof. Kitano are working closely with the related Institutions to get the Impact Factor and we hope that this will be release within a year or two. ASES is still free-of charge, thanks to the support and voluntary contribution from Covidien and 4 issues a year are now printed. In term of submitted articles, we are receiving more than 150 articles per year, more then 50% are submitted by Japan authors. Prof. Lomanto encouraged the members from other countries to submit their papers.

5.2 Website

ELSA website has been revamped and updated with new information. He admits that the maintainance and the update process is abit slow due to lack of dedicated people to take care of the informations. He suggests if anybody, may be some young colleague, can be in charge of the website will certainly facilitate the work. Website is a powerful instrument for education and advertising if utilized properly. ELSA could upload the Annual Scientific programme with the Lectures, promote our own educational activities, link with other national and International Society, serve as a platform for clinical Registry, host an educational video surgical library and so on. Dr Chowbey suggest that the Governors should sent more information and to be to be link, to upload the different national activities. Prof Lomanto presented the new MD Pie project. MD Pie is social network platform to link people from different countries. It can be used for social networking, share case discussion, create a subgroup of members with common interest and also make people aware of the ELSA activities around Asia. For example, each National Chapter can arrange own group for discussion or Specialty group like Obesity, gastric Cancer, etc. Moreover X-ray or other imaging, videos, pictures even complex clinical case with CME activities can be organized. The adoption from ELSA is free and contribution of content is from each single member or Chapter to be part of it. The BOGs agreed.

5.3 Newsletter

Prof Lomanto has confirmed that the Newsletter will be circulated 2- times a year to keep all the Governors and Members updated. If anybody is keen to publish and shared, please submit your text or content to the Secretariat. Newsletter will be circulated through electronic form, please keep updated your email. No hardcopies will be given.

6. *Report on the 10th Asia Pacific Congress of Endoscopic Surgery 2011, Singapore*

Dr Peter Goh announced that more than 1,000 members participants and was a big challenging for all LOC to organize such a successful event ELSA 2010 won an award as a Best Conference in Singapore for the year 2011 and BOGs congratulated ELSA LOC for the success.

7. *Progress report on Congress of Endoscopic Surgery 2012 in Saudi Arabia.*

Prof. Aldohayan took this opportunity to thank everyone for the support and the Congress was a success and memorable meeting. More than 600 participants registered for the Congress with unexpected excellent participations from all over Asia. An outstanding Faculty of more then 50 Guests with good support from SAGES and EAES has been invited for the Scientific Sessions. Two Pre-Congress Workshop were organized with great participants attended.

8. *Progress report on the 11th Asia Pacific Congress of ELSA 2013 in Taiwan*

The meeting will be held from 21-24 Nov 2013 in Taipei International Convection Centre (TICC), Taiwan. Prof. Lomanto has informed both ELSA governors and Prof. Zhang (President of the Congress) that there will be a big 20 years celebration of ELSA and will be expecting a big crowd and welcomed everyone to the meeting.

9. *Progress report of the Annual Congress of ELSA 2014 in Bali, Indonesia*

Dr Errawan has announced that the meeting will be held from 12-14 Oct 2014 in Bali, Indonesia. The LOC already started to prepare the promotional material and distributed the flyer to all the companies and members. The highlights of the Congress will be a multidisciplinary update in MIS and everybody is welcome to Bali for this great ELSA Congress.

10. *ELSA 2015 and bidding for the site of the ELSA 2016 and ELSA 2017*

Dr Kevin Yau update that the next 12th Asia Pacific Congress of Endoscopic Surgery in 2015 will be held in South Korea. Prof. Lomanto announced that during the last IFSES Meeting in San Francisco the World Congress of Endoscopic Surgery in 2016 has been assigned to Asia and it will be hosted in Shanghai, China. Prof. Zheng Minhua (China) proposes to co-host both the ELSA and the WCES Congress together, this will facilitate participation, sponsorship and improve resources. The BOGs agreed and confirm ELSA in China in 2016. Australia and Philippines had expressed interest in hosting 2017 ELSA Asia-Pacific Congress. Since few candidates bid for 2017, the BOG suggest that a proper bidding presentation and selection should be arranged and since 4 years to go this can be arranged in Taiwan for final decision.

Taking this in consideration and keeping the momento, the Executive Committee recommend to

finalize some rules for the bidding. After discussion, the BOGs suggested and approved a document with the rules for bidding and host the ELSA Annual Congress.

The full document will be uploaded on the website. Below a summary:

i) Adequate Meeting facilities

ii) Primary budget items

iii) Agreement about the attainable profit for ELSA that fees should assure a profit of 20% in favor of ELSA after reimbursement of all the congress related items and not less than USD 20,000

iv) Easy Access from Overseas and with limited visa restriction

v) The safety in the host city and adequate transport and hotel facilities for all budget

vi) The activities of the ELSA Local Chapter are important and membership

vii) Support from the local medical and surgical association

viii) the Scientific Programme must be jointly organized between ELSA and LOC

11. Modification in Statutes

ELSA Constitution has been written more than 20 years ago and follow the Rule of the Registry of Society of Singapore (ROSES) where ELSA has been registered. To provide an update of the old ELSA Constitution and keep up with the ROSES template an ad-hoc Committee has been setup. The By-Laws Committee (Prof. S. Kitano, Prof Hartung, Prof. William Chen) has drafted and updated the constitution. The new document has been circulated for discussion to all Governors during the last year and changes have been made according to some suggestion. In principal approval through email has been reached and today is open for further discussion. The suggested changes were presented by Prof. Hartung.

PLACE OF BUSINESS

Place of the Executive Secretariat is in “Pamela Youde Nethersole Eastern Hospital, Rm 147,2/F, Main Block, 3 Lok Man Road, Chai Wan, Hong Kong” or at such other address as may subsequently be decided upon by the Executive Committee.

TERMS OF BUSINESS

The Gregorian calendar year is the business year.

OBJECTIVES

ELSA represents the major regional representative for endoscopic surgeons in the Asia-Pacific. ELSA is a founding member of the International Federation of Societies of Endoscopic Surgeons (IFSES).

The objectives of the society are:

1. To organize an annual conference in one of the member countries after previous bidding and election in the Board of Governors Meeting approved by the General Assembly;
2. To keep all members informed about the activities of the Society by sending the ELSA newsletter and through the regular updated website at www.elsa-soc.com;
3. The official journal of ELSA is the Asian Journal of Endoscopic Surgery;

MEMBERSHIP

Any surgeon who belongs to his/her national endoscopic society in any of our member countries will immediately be eligible to be a member of ELSA on payment of the appropriate fee. Surgeons who belong to an established international endoscopic society (e.g. SAGES or EAES) will also be treated likewise. Surgeons who do not belong to any existing society and would like to join ELSA have to be supported by 2 ELSA members.

Membership of the Society shall consist of the following categories:

1. Active member
2. Life member
3. International member
4. Honorary member
5. Corporate member

Active, life, and international members may vote at General Meetings. Only active and life members may be elected to the Executive Committee and the Board of Governors.

ELIGIBILITY FOR MEMBERSHIP

2. Life members

A resident in an Asian-Pacific country who is practicing endoscopic surgery recommended by two members of the Society or a resident in surgical training recommended by the Program Director of the Residency Training Program and two members of the Society. Furthermore all surgeons in Asia Pacific countries belonging to his/her national or established international endoscopic society are immediately eligible to be a life member of ELSA without necessity to submit documents other than the membership certificate of the respective society.

3. International members

International membership shall be reserved for those who have made significant

contributions to surgical endoscopy and/or academic surgery who reside in a country outside the Asian-Pacific continent. International members must fulfill the other requirements for active membership in the Society. International members shall have voting privileges but shall not be eligible for election to office or Board of Governors. They may however, be appointed to subcommittees

ENTRANCE FEES SUBSCRIPTION AND OTHER DUES

An entrance fee of the amount to be determined by the Board of Governors is payable within two weeks of election to membership in default of which membership may be cancelled by order of the Executive Committee. The yearly fee for active membership is 30 US\$, for international membership 50 US\$ and for life membership 200 US\$ single payment as per September 2012. Life members will receive the membership certificate free of charge. All other categories shall pay 10 US\$ for each certificate. Corporate members shall pay a yearly fee to be decided upon by the Executive Committee.

EXECUTIVE COMMITTEE AND BOARD OF GOVERNORS

Executive Committee:

An Executive Committee Meeting shall be held at least twice a year after 21 days of notice to all Committee members.

Board of Governors:

The Board of Governors consists of the Executive Committee members and other ordinary Governors plus an Editor in Chief. The Governors are elected each from a different member Asian country with a maximum of two Governors per member country having a minimum of 50 members in this respective society. Nominations for new Governors can be proposed by any Governor during the Board of Governor meeting. The election to the Board shall be confirmed during the Annual General Meeting. The Board of Governors will meet at least twice a year and will make all policy decisions pertaining to the Society. The invitation to the Board of Governors meeting shall have a 21 days' notice.

TERM OF OFFICE

The President and Vice-President shall serve for a two year term without possibility of re-election. The General Secretary and Treasurer serve also for a two year term with the possibility of re-election. The other members of the Board of Governors shall be elected for a 2 years term with the possibility to be re-elected once for another full term with respect to a minimum of 8 new members of the Board of Governors each year. Governors who didn't attend the Board of Governor meetings for two consecutive years shall not be eligible for re-election. Governors elected to the Executive Committee will be eligible to serve as Executive Committee

Officer for the additional respective term.

SUB-COMMITTEES

List of Sub-Committees as per September 2012:

- 1. Advisory Committee**
- 2. Revision of Bylaws Committee**
- 3. Education Committee**
- 4. Scientific Committee**
- 5. Membership and Corporate Committee**
- 6. Technological Committee**

Election of Office Bearers:

Members of the Executive Committee will be elected every two years. Candidates for election to the Executive Committee shall be announced with the invitation to the Annual General Meeting. The election is anonymous and in written. The election is confirmed by simple majority. Only voting members are allowed to enter the election and will be controlled at the entrance to the meeting venue by the Executive Secretary (list of active, life, and international members). During the year of election the Annual General Meeting shall start with the election. After completion of the election the meeting will be open for all members. Candidates for any position in the Executive Committee but especially for the President and Vice-President positions can be chosen from the list of countries organizing future ELSA Conferences and the Board of Governors. Other candidates can also be proposed by any voting member, and any nomination provided which was sent in time and by a voting member shall be considered for election as well. The candidates must be active members for a minimum of 5 years or life members of the Society and shall present themselves and their plans to the members of the General Meeting. The election will be declared valid by the departing President who will hand over the duties to the newly elected Executive Committee Officers.

The document will be presented at the AGM for final approval

12. Any other business

There being no other matter, Prof. Lomanto thanked everybody for the fruitful discussion and adjourned the meeting at 13:35 pm.