



**NOTICE OF MEETING OF
WIP EXECUTIVE BOARD & COUNCIL MEETINGS**

NOTICE IS HEREBY GIVEN by the undersigned, as the Executive Secretary of the World Institute of Pain® that the **WIP EXECUTIVE BOARD** and **WIP COUNCIL** shall meet at The Market Hotel in Dublin, Ireland

Tuesday, 8 May, 2018

8:00 AM – 4:00 PM	WIP Executive Board
4:00 PM – 6:00 PM	Editorial Board / Board of Examination
6:00 PM – 8:00 PM	WIP Council Meeting

Hotel accommodations will be The Marker Hotel

The preliminary agenda is posted on page two of this notice.

Dated: 1 March 2018

**By:
Ms. Dianne Willard
Executive Secretary/Officer
World Institute of Pain®
150 Kimel Park Drive, Suite 100-A
Winston-Salem, NC 27103-6992 USA
Email: dianne.willard@worldinstituteofpain.org
Tel: +1 336.760.2933; Fax: +1 336.760.2981**



**PRELIMINARY AGENDA
EXECUTIVE BOARD MEETING
Tuesday, 8 May 2018
The Marker Hotel – Dublin, Ireland**

I.	Call to Order	8:00
II.	Roll Call & Confirmation of Quorum	8:10
III.	Welcome Remarks of President-Elect, Craig Hartrick	8:15
IV.	Conflict of Interest Disclosure	8:30
V.	Honorary Secretary's Report	8:45
	a. Minutes of prior meeting of ExB	
	b. Review of Old Business	
VI.	Honorary Treasurer's Report	9:00
	a. 2017 Year-End Financials	
	b. 2018 Financial Summaries & Budget Forecast	
	BREAK	10:00
VII.	WIP Governance, Fiscal Policy, and Strategic Planning	10:15
	a. BOE Development in Asia (Ruiz-Lopez, Staats)	
	b. Partnering with Wiley for Cochrane (Hartrick)	
VIII.	WIP World Congress 2018 Update (Hartrick)	10:30
IX.	WIP World Congress 2020 (Varrassi)	10:45
X.	Boards & Committee Reports	11:00
	a. Pain Practice Editorial Board (Joosten)	
	i. SOBRAMID adoption of PAPR (Assis)	
	b. Board of Examination (Staats)	
	c. EPP (Erdine)	
	d. Education (Stojanovic)	
	e. New Project Development (Fox)	
	LUNCH BREAK	12:00
XI.	WIP Board of Sections Report (Assis)	14:00
XII.	New Business	
XIII.	Closing Remarks	16:00
XIV.	Next Meeting – 22 August 2018, Budapest, Hungary	
XV.	Adjournment	



**PRELIMINARY AGENDA
EXECUTIVE BOARD MEETING
Tuesday, 8 May 2018
The Marker Hotel – Dublin, Ireland**

I.	Call to Order	16:00
II.	Roll Call & Confirmation of Quorum	16:05
III.	Welcome Remarks of President-Elect, Craig Hartrick	16:10
IV.	Conflict of Interest Disclosure	16:15
V.	Honorary Secretary's Report:	16:30
	a. Minutes of prior meetings of ExB	
VI.	Honorary Treasurer's Report	16:45
VII.	WIP Governance, Fiscal Policy, and Strategic Planning	17:15
	a. Ratification of Bylaws Amendment (Erdine, Hartrick)	
	b. BOE Development in Asia (Ruiz-Lopez, Staats)	
	c. Other (Hartrick)	
VIII.	WIP World Congress 2018 Update (Hartrick)	18:00
	BREAK	
IX.	WIP World Congress 2020 (Varrassi)	18:15
X.	Boards & Committee Reports	18:45
XI.	WIP Board of Sections Report (Assis)	19:15
XII.	New Business	20:00
XIII.	Closing Remarks	21:45
XIV.	Next Meeting – TBA May, 2020 - Rome, Italy	
XV.	Adjournment	22:00

(See attachment – Bylaws Amendment 2018)