NOTICE OF MEETING OF
WIP EXECUTIVE BOARD MEETING

NOTICE IS HEREBY GIVEN by the undersigned, as the Honorary Secretary of the World Institute of Pain® that the WIP EXECUTIVE BOARD shall meet at The Kempinski Corvinus Hotel in Budapest, Hungary.

Sunday, 25 August, 2019

8:00 AM – 3:30 PM WIP Executive Board

Hotel accommodations will be at the Kempinski Corvinus Hotel.

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

Dated: 22 July 2019

BY:

Miles R. Day, MD, DABA-PM, DABIPP, FIPP
Honorary Secretary

VIA:
Mark Tolliver, MA
Acting Executive Officer

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I. Call to Order 8:00
II. Roll Call and Confirmation of Quorum 8:05
III. Welcome Remarks of President, Giustino Varrassi 8:10
IV. Honorary Secretary's Report (Day) 8:15
  a. Biennial Approval of Policies per USA IRS Regulations
     i. Conflict of Interest Policy (Form 990, Part VI, Section B. 12.a-c.)
        - Policy approval; sign and submit to Mark Tolliver (DMT)
        - New/updated disclosures forwarded by DMT to webmaster
     ii. Whistleblower Policy (Form 990, Part VI, Section B. 13.)
        - Policy approval; sign and submit to DMT
     iii. Document Retention and Destruction Policy (Form 990, Part VI, Section B. 14.)
        - Policy approval; sign and submit to DMT
     iv. Optional, but recommended: Code of Conduct Policy
        - Adopted in 2017; Policy approval; sign and submit to DMT
  b. Review of Agenda; Disclosure of Applicable Conflicts of Interest
  c. Review and Approval of Minutes of Prior ExB Meetings
V. Honorary Treasurer's Report (Hegarty) 8:30
  a. Illustration of the economical situation of WIP (May 1st 2019)
  b. Report on the Activities of the Task Force on WIP Administration (supported by Mrs Stewart)

COFFEE BREAK 10:30

VI. New Business 10:45
  a. WIP Bylaws Amendment (Erdine)

LUNCH BREAK 12:30

VII. Boards & Committee Reports 13:30
  a. Board of Examination (Vissers)
  b. Board of Sections & Affiliates (Akbas)
  c. EPP (Vadalouca-Erdine)
  d. Research / Advisory (Rauck)
  e. Pain Practice Editorial (Joosten)
  f. Education (Stojanovic)

VIII. World Congresses & Future Meetings 13:30
  a. 10th World Congress Update – Rome (Mrs Hartley and Stewart)
  b. Future Congresses/Annual Meeting Proposals

IX. Workshop Schedule 2020 and Beyond 14:00
X. Proposals for WIP developments and Closing Remarks (Varrassi) 15:00
XI. Next Meeting – TBA
XII. Adjournment 15:30