



Apimondia

International Federation of Beekeepers' Associations

APIMONDIA EXECUTIVE COUNCIL

Rome, Italy
8 and 9 May 2004

Agenda of the meeting

1. Adoption of the agenda
2. Report and follow-up on the organization of the 39th Apimondia Congress
3. Reports of the President, Vice-President and Secretary-General
4. Reports of the other Executive Council members
5. Report on the closure of accounts of 38th Apimondia Congress
6. Calendar of future international congresses and symposia
7. Renewal of Apimondia statutes
8. Renewal of Apimondia management positions
9. Report of the external auditor and approval of the accounts and financial report for the period 2002-03 and draft budget for the next biennium
10. Planning on the future activities and areas of development of Apimondia
11. Follow-up on registration of Apimondia as an international NGO
12. Report on the activities of Apimondia Foundation
13. Any other business:
 - a) Apimondia srl
 - b) Follow-up on protocol on the organization and bid procedures of future congresses

- c) Follow-up on arrangements for the 40th Apimondia congress
- d) Review of membership policies and promotion
- e) Collaboration with FAO on beekeeping projects
- f) Other issues

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Saturday, 8 May 2004

Present:

Apimondia Executive Council Members:

Jørgensen Asger, President
Jannoni-Sebastianini Riccardo, Secretary-General
Van Laere Octaaf, former President of the Standing Commission on Bee Biology
Ritter Wolfgang, President of the Standing Commission on Bee Pathology
Bradbear Nicola, President of the Standing Commission on Beekeeping for Rural Development
Sommeijer Marinus, President of the Standing Commission of Pollination and Bee Flora
Tam Dinh Quyet, President of the Standing Commission on Beekeeping Economy
Ratia Gilles, President of the Standing Commission on Beekeeping Technology and Equipment
Domerego Roch, Vice-President of the Standing Commission on Apitherapy

Invited:

Constantinescu Cristian, FIITEA Foundation
Dumitrascu Erika, FIITEA Foundation
Giogia Marta, FIITEA Foundation
Hang Nguyen Thi, VINAPI Vietnam
Nöhrer Ulrike, Apimondia General Secretariat
Jannoni-Sebastianini Filippo, Apimondia General Secretariat
McCabe Philip, Apimondia Congress 2005 President
Mitchell Noel, Ovation Group - Secretariat Apimondia Ireland 2005
Walsh Norman, Secretary Local Organising Committee Apimondia Ireland 2005
Gleeson Michael, Member Local Organising Committee Apimondia Ireland 2005

Apologies:

Schieferstein Erich, Vice-President
Crewe Robin, President of the Standing Commission on Bee Biology
Cherbuliez Theodore, President of the Standing Commission on Apitherapy

The President, Mr. Jørgensen, opened the meeting by inviting all those present to a minute of commemoration of the late Dr. Janez Poklukar who had passed away in April. Dr. Poklukar had actively collaborated for the organisation of the Apimondia congress held in Slovenia in 2003.

The President also conveyed the apologies of the Vice-President, Dr. Schieferstein, who due to health reasons could not attend.

Then there followed a brief presentation of all the participants in the meeting.

It was mentioned that Prof. Domerego participated as substitute for Dr. Cherbuliez.

1. Adoption of the agenda

The agenda was adopted by giving priority to the report and discussion on the organisation of the forthcoming congress of 2005 in Ireland.

2. Report and follow-up on the organisation of the 39th Apimondia Congress

Mr. McCabe took the floor to report on the work and organisational arrangements carried out by the Irish Organising Committee. The website had been put on-line with information on the congress. The budget had been prepared, but required further development and refinements to reflect the trend of the foreseen running costs. He also added that directors had been appointed for different areas of activities.

The second circular had been almost finalised and required only a joint review with the Executive Council for integration and endorsement.

Mr. McCabe announced that the Prime Minister of Ireland would attend the congress opening ceremony.

The promotion of the congress was also said to be actively pursued and yielding good response as recorded, for instance, at the recent Apimondia International Symposium held in Celle, Germany, in April.

The Irish Organising Committee was also addressing beekeepers of Irish origin in Australia, Canada and the United States to promote their participation in the congress.

A Honey Show is also foreseen in the congress programme and for the various contests rules have been defined for judging the exhibits.

For the ApiExpo there had been complaints on the high cost for rental of the booths and other related services compared with previous editions. This also implied the risk of several companies threatening to not attend the exhibition. On this point the Irish Organising Committee pointed out that better services were rendered and meeting lounges provided in return for these fees and that the whole issue could be re-assessed for finding a viable solution.

More in general, the ApiExpo will be located on one level in a central position of the congress centre. In addition to the main exhibition hall there would also be another smaller area at a discount. It was also foreseen an area called the International Village with wax moulders, crafts and book sellers and an area at a low fee for delegates wishing to share inventions or other non-commercial material.

In the ApiExpo only the congress delegates would be allowed and it will open on the Sunday afternoon just preceding the opening of the congress.

Mr. Mitchell confirmed that VAT will be reimbursed for commercial transactions.

The Apimondia stand will be available and it will require appropriate manning by different staff and volunteers to ensure proper visibility and services.

For the Honey Show, Dr. Bradbear pointed out potential problems in importing honey from Africa, Asia and other regions while Dr. Ritter raised similar concerns on the import of veterinary material.

Mr. Mitchell said that to date funding from the Government had not been received, but it was expected to come at a later stage.

Mr. McCabe requested the Presidents of the Standing Commissions to indicate how many volunteers they would need to run their working sessions efficiently.

For the opening ceremony it was mentioned that it should be kept short and to reduce the duration of the speeches. However, Dr. Ritter pointed out that that being the only opportunity to deliver information and make statements to an enlarged audience, the speeches could not be reduced to less than 5 minutes.

For the closing ceremony similar considerations applied on the schedule and duration of the various interventions.

It was also recommended to arrange the date and time of the first session of the Apimondia General Assembly in order to avoid overlapping or clashing with other concurrent events in order to ensure maximum participation by the delegates. It was highlighted that the meeting room should be for around 80 people and in a configuration conducive to an effective and smooth running of the meeting including the required facilities and refreshments.

For the voting sessions, it was recommended to adopt the paper ballots.

With reference to the congress programme, Dr. Ritter suggested that the people in charge of organising the working groups should be exempted from the registration fees or at least benefit from a reduced one.

Dr. Sommeijer proposed the organisation of a one-day session on microscope analysis of honey.

Each President of Standing Commission was also invited to submit proposals for activities and topics to the Organising Committee, including working group sessions.

Mr. Jørgensen raised the issue of the problems created by those authors submitting papers that are accepted, but then they do not show up to deliver them in the plenary sessions. It was then decided to check if authors submitting papers actually register for the congress. Another control would be made at the congress registration to check if the authors have arrived and a meeting should therefore be called at the very beginning of the congress to brief who is present to ensure appropriately scheduled sessions.

Mr. Jannoni-Sebastianini proposed to foresee, within the selection process, a system for creating a buffer of spare papers (even from the posters) that can be eventually put in for oral presentation should one or more of the previously accepted papers fail to be presented by the relevant author. In this way there would not be gaps in the plenary session programme of presentations. As an alternative, the Presidents of the Standing Commissions could be requested to prepare presentations

to fill in gaps, if and when needed. It was also agreed to make sure that in case of gaps no presentation be put forward otherwise this would disrupt the plan of the participants in attending different sessions.

Mr. Mitchell confirmed that four languages (i.e. English, French, Spanish and German) would be covered during the congress as reflected in the budget and that additional languages would be possible provided that this is justified by a sufficient number of interested participants registered in advance to allow enough time for arranging the provision of the additional language(s). FIITEA was then requested to submit to the Irish Organising Committee an offer for these translation services.

For the congress two separate publications will be prepared: one for the programme and one for the abstracts.

Upon reviewing the text of the second circular it was recommended to foresee discounted registration fees for participants members of Apimondia.

For the abstract submission system, there were three options to choose from. It was decided to go for the one provided by the Irish Organising Committee as it offered the best price even though Mr. Jannoni-Sebastianini was requested to check in greater depth the long term cost/benefit ratio associated with the offer made by Softlab in Rome for the development of a brand new dedicated system.

For the 15% quota on registration fees due to Apimondia, it was clarified that this included all the registration fees paid by the participants as well as the daily entrance tickets and those for the International Village and this was acknowledged by the Irish Organising Committee.

For the abstract submission process, Dr. Ritter suggested that a note be put in the communications to authors to ask them if they wanted their paper to be published in Apiacta. He also added that authors should be left free to enter their abstracts in the scientific area they prefer and that eventually there will be a re-allocation, if deemed necessary, by the selection panel. Furthermore, the office in Rome should also send a reminder for the abstract submission deadline set for January 2005 and for the other organisational tasks to those responsible for them.

Mr. Jannoni-Sebastianini asked if there was anyone in the Irish Organising Committee taking up the responsibility of overseeing the distribution, allocation and selection process for the abstracts and this person was identified in Ms. Mary Coffy.

Mr. Jannoni-Sebastianini raised the issue of the submission by those authors who do not have access to Internet and it was agreed to allow them to send their abstract by fax or mail to the office in Rome and the staff there would take care of entering it in the database on their behalf and confirming action taken as appropriate.

The workplan of the letter of agreement stipulated with the Irish Congress Organising Committee was then jointly reviewed to ensure that all activities were falling into place and on schedule. It was then agreed to hold the next Apimondia Executive meeting in Dublin on 7 and 8 May 2005.

Sunday 9 May 2004

Mr. Jørgensen opened the meeting and addressed point 3) of the agenda.

3. Reports of the President, Vice-President and Secretary-General

Mr. Jørgensen delivered his report mentioning his involvement in the organisation of the SICAMM conference on Black Bees in Denmark. He also added that there had been problems in financial support to the Danish beekeeping sector and that this impacted also on his budget for carrying out Apimondia activities. In this context he advocated the provision of specific funds in Apimondia budget to support his work and that of the Standing Commissions.

Mr. Jørgensen then referred to Dr. Schieferstein's absence and that his report could not be delivered.

Mr. Jannoni-Sebastianini illustrated the activities carried out by the office in Rome since August 2003 and reported on the collation of the material produced on the occasion of the Apimondia internal workshop held in November 2003 in Rome on the mission and future of Federation. This material had been summarised in a document that had been distributed to the members of the Executive Council the day before for the second session of the workshop.

Mr. Jannoni-Sebastianini also reported on the visit he had paid to Australia in February 2004 to discuss and illustrate the content of the proposed letter of agreement with local congress organisers and his meeting with the designated local Professional Congress Organiser, Meeting Planners of Melbourne.

He added that this year Apimondia did not attend the APIMELL event in Piacenza, Italy, as it was thought to better concentrate the resources and effort on next year's edition to promote the congress in Ireland. In any case, Apimondia was represented by FAI, the Italian member association.

For the symposium held in Celle in April 2004 a preliminary set of 50 CDs had been prepared for distribution to the participants attending the first edition while the remainder of the CDs would be mailed to the attendants in that symposium. Dr. Ritter added that also for the second edition a CD version of the proceedings could be prepared. For this edition of the symposium a lot of effort went into attending to the requests for visas especially from African participants, but unfortunately none of them was able to attend the event in the end.

He then mentioned that now the office was running gradually more efficiently and being able to keep up with daily correspondence and keeping the database updated regularly. The office is now able to respond to queries and requests more promptly.

He concluded by saying that he had taken steps with FAO for obtaining guidelines on the recognition of Apimondia as an international NGO also with other international organisations and United Nations agencies. He was also provided with a list of organisations teamed up in a network that Apimondia could contact for further collaboration.

Dr. Ritter requested a standard version of the Apimondia logo and name that could be used by all the members in their correspondence and official information material produced by the Federation. The idea was endorsed by all those present and Mr. Jannoni-Sebastianini suggested to have a graphics expert to look into this and produce the required samples for endorsement. It was then agreed to go ahead with this task and have the material designed within the next couple of months.

Mr. Constantinescu enquired on the legal status of Apimondia at international level and, given the different criteria adopted by each country in the registration of international private companies, it was agreed to approach the Federation's notary in Rome to establish exactly what kind of status was now being held by Apimondia.

For the letter of agreement, Dr. Sommeijer suggested to enter separate negotiations with each Organising Committee also to adapt to local changing circumstances and conditions and to improve the management.

4. Reports of the other members of the Executive Council

Dr. Bradbear was asked to take the floor and she reported on the fact that despite few participants from Vietnam, China, Argentina and central Africa had attended the recent symposium held in Celle, Germany, most of the discussions were on the honey from those countries. In this context, she announced the forthcoming symposium on developing countries' international trade in honey organised in Hanoi, Vietnam, from 23 to 28 November 2004 by her Commission and those on Economy and Pathology. She also mentioned the project on African honey and its analysis, quality control and trade. Finally she announced that the 4th Caribbean Congress would take place in Trinidad in early 2005.

Mr. Ratia reported on his recent consultancy mission to China where he had also promoted Apimondia activities and the previous mission to Madagascar where he was able to facilitate the creation of the first national beekeeping association, FENAPI. He then mentioned his ongoing work on maintaining and updating the Apimondia website and the need to find someone to assist him in collecting data for updating the database on the honey market. He finally presented a DVD that he had just prepared on bees and men promoting also the activities of Apimondia.

Dr. Ritter reported on his current research on the small hive beetle in South Africa. He also mentioned the EU meeting held in October 2003 on varroa control.

He then referred to the symposium held in Celle in April mentioning that most of the promotion had been carried out through Internet and that some 250 people had attended the event. This time the programme had been organised in working groups addressing specific topics and most of the ensuing papers would be published in *Apiacta*. As a result of the increasing recognition that Apimondia is gaining at international level he said that in Celle the Federation was requested by a number of participants to compile documentation on best practice in beekeeping for worldwide dissemination.

As for his assignment for *Apiacta*, he said that the latest edition had been finalised and that it had to be passed to Mr. Ratia for posting on the website. He added that he could carry out the scientific review of the texts, but could not also take care of their printing. It was then established that an English mother-tongue editor would be needed for this task. An extra version relating to the congress in Slovenia would also be prepared and posted on the website in English while FIITEA would edit and publish it in French, German and Spanish.

Dr. Tam reported on the forthcoming Apimondia symposium on "Issues concerning developing countries' international trade in honey" due to be held in Hanoi, Vietnam, from 23 to 28 November 2004. The first circular and the relevant registration forms had already been put on the website. He then reported on his co-operation with the Vietnamese Department of Animal Health to finalise the national monitoring plan for residues in honey which is important for the local beekeeping industry for exporting honey to the European Union.

He concluded by mentioning the 4th Conference of the Vietnamese Beekeepers' Association that took place in October 2003, his participation in a beekeeping workshop for an ICIMOD project in Kathmandu, Nepal, in October 2003 and his co-operation with the Danish Beekeepers' Association in organising a beekeeping project in Vietnam and some smaller projects run by the Vietnamese Beekeepers' Association and the Bee Research and Development Centre.

Dr. Sommeijer reported on the conference organised by his Commission in Costa Rica in February 2004 as being well prepared and run, but with a limited number of participants. He also mentioned the preparation of a beekeeping project in Costa Rica to end in August 2004 where a master course on beekeeping is foreseen and that in El Salvador there was also an international project on the relationship between natural flora and bees. He also added that a number of PhD students from the University of Utrecht, Netherlands, from various developing countries were working on beekeeping projects. He concluded by saying that studies are being carried out on foraging behaviours of bees and bumblebees.

In concluding this point on the agenda, Mr. Jørgensen said that it was emerging how Apimondia was gradually becoming more recognised at international level as a result of its work especially through the symposia organised by the Standing Commissions and the international congresses. Dr. Bradbear added that it would be important to produce a leaflet and other information material in different languages on the activities of Apimondia for dissemination and promotion.

5. Report on the closure of the accounts of the 38th Apimondia Congress

Mr. Jørgensen reported on the outcome of the last congress saying that it had been well organised and there was a good number of participants. A better financial result was therefore expected than the Euro 37,864.85 that were credited to Apimondia. It was agreed to accept the accounts as presented by the Slovenian Organising Committee, but at the same time to point out that some extra expenses had been charged to Apimondia without prior agreement and that a higher profit had been expected.

Dr. Sommeijer proposed that Apimondia be more directly involved in the management and organisation of the congresses so to benefit from higher returns and exercise greater control on the financial aspects. Mr. Jannoni-Sebastianini added that in future Apimondia should take the initiative and decide where to hold congresses and be directly involved in their management even though this requires close scrutiny of the greater financial risk attached to this approach.

It was also agreed that Apimondia would in future make direct agreements with the local PCOs and convention centres for a more professional management and control of the congress activities.

6. Calendar of future international congresses and symposia

The main events identified were the First World Apimondia Symposium on Beekeepers Cooperativism and Associativity which is going to be held from 2 to 5 September 2004 in Mendoza, Argentina; the Apimondia Symposium on Issues concerning Developing Countries' International Trade in Honey due to be held in Hanoi, Vietnam, from 23 to 28 November 2004; the Eurobee in Udine, Italy, in September 2004 focusing on European-level activities and the AAA meeting in Perth, Australia, in 2006.

7. Renewal of Apimondia statutes

Mr. Jørgensen pointed out the need for greater integration between the content of the Federation's statutes and those of the Apimondia Limited company to ensure fungibility of roles for the representatives and administrators of the two organisations. These requirements would therefore entail some amendments to the current texts and should be worked on in time for the next General Assembly in Ireland in 2005.

8. Renewal of Apimondia management positions

The positions under expiry were discussed to see whether the incumbents were interested in continuing for another mandate and it was agreed to contact all those interested to enquire on their intentions to serve again on the Executive Council or resign and also for making new proposals of possible candidates.

The positions to be renewed at the next congress' General Assembly will be those of the Vice-President (incumbent Dr. E. Schieferstein, Germany), the Secretary-General (incumbent Mr. R. Jannoni-Sebastianini, Italy), the President of the Standing Commission on Beekeeping for Rural Development (incumbent Dr. N. Bradbear, United Kingdom), the President of the Standing Commission on Beekeeping Economy (incumbent Dr. D.Q. Tam, Vietnam) and the President of the Standing Commission on Bee Flora and Pollination (incumbent Dr. M. Sommeijer, the Netherlands).

9. Report of the external auditor and approval of the accounts and financial report for the period 2002-03 and draft budget for the next biennium

Mr. Jannoni-Sebastianini illustrated the activities carried out by the Apimondia Limited company and the meeting held together with Mr. Jørgensen three days earlier with the external auditor to discuss the accounts and the final report for 2003. The results were quite encouraging as the accounts showed some improvements and further profits would be expected for 2004 when the rent for the house would be entirely retained by the company as the advance contribution for the restoration of the house made by the tenant would be entirely reimbursed by April 2004.

As for the accounts of the Federation these were still in the finalisation stage due to the late feedback from the Slovenian congress final accounts and for lack of time for the busy workload of the recent months and administrative support lent for the symposium in Celle.

Mr. Jannoni-Sebastianini however disclosed some key aspects of the financial results of 2003 and announced that the outstanding debt with the previous Secretary-General had been entirely settled and also that a credit of some Euro 9,500 had been recuperated from the tenant.

Mr. Jørgensen recommended that the accounting documentation be finalised as soon as possible in order to have it reviewed and certified by the external auditor and distributed to the members. He also requested that for next year the accounts be ready in May to allow their early dissemination to the members.

10. Planning on the future activities and areas of development of Apimondia

Mr. Jørgensen requested that the minutes of the meetings be distributed together with the reminders for those member associations that had not yet settled their dues.

He also pointed out that some organisations or prospective members found the application forms difficult to interpret and fill out and asked for a review to simplify the procedure and the content of the forms.

It was also agreed to pursue the outcome of the internal workshop and to develop the main points that had been identified in that context.

Another area of intervention was identified in the finalisation of the leaflet on Apimondia and also in the compilation of a presentation document that could be used for official and accreditation purposes.

11. Follow-up on the registration of Apimondia as an international NGO

Mr. Jannoni-Sebastianini reported that he had contacted the FAO office dealing with the relations with international NGOs and that he was briefed on the relevant activities. A list of contacts with other organisations was also provided and this was considered to serve as a starting point for taking the necessary steps towards the required registration.

12. Report on the activities of the Apimondia Foundation

Mr. Constatinescu took the floor to link back to the outcome of the FIITEA meeting held two days before.

He recalled the two major court cases in which FIITEA had been convened on ownership issues and that it had been acquitted.

He also reported on the arrangements required for scheduling a meeting with Mr. Butov of the Russian National Union of Beekeepers in order to develop collaboration agreements with countries of the former Soviet Union.

He then proposed to set up a new commercial company entirely owned by FIITEA to print publications and material not related to beekeeping.

In an attempt to diversify the activities of the Foundation he also suggested the creation of a laboratory for quality testing. This issue was discussed in more detail and advice was provided by Prof. Dr. Van Laere on the specific requirements, regulations and timeframe required for this kind of activities.

In addition to the above it was mentioned that the Foundation could also develop conference facilities on the premises and loan the halls and offer translation services.

13 a). Apimondia Srl

This point had already been covered in Mr. Jannoni-Sebastianini's intervention under point 9.

13 b). Follow-up on the protocol for the organisation and bid procedures of future congresses

For this area Mr. Jannoni-Sebastianini reported that negotiations were underway with the Organising Committee of the congress to be held in Australia in 2007 and that specific changes were being assessed with their concurrence in order to finalise the letter of agreement.

More in general, it was suggested to review the protocol with the support of professional operators in order to include provisions that are viable and leading to greater efficiency.

13 c). Follow-up on arrangements for the 40th Apimondia congress

Mr. Jannoni-Sebastianini reported that following his visit to Australia he would send to the local Organising Committee additional reference material especially on financial matters in order to proceed with the finalisation of the letter of agreement.

13 d). Review of membership policies and promotion

On this point, it was stressed the importance of providing good services to the members and make new contacts worldwide to gain new applications. The Presidents of the Standing Commissions were also praised for their commitment in promoting Apimondia and they requested some promotional material that they could use during their travels abroad and meetings they attended.

13 e). Collaboration with FAO on beekeeping projects

A delegation of Apimondia had met three days earlier with the Director and other officers of the AGST Division of FAO and a further meeting had also been scheduled for the following morning to discuss on possible collaboration between the two organisations. It was an opportunity to illustrate the work carried out by Apimondia and the different congresses, symposia and specialist events organised by the Federation. As a result of this meeting Apimondia was invited to follow up on a number of initiatives and provide FAO with some feedback to evaluate the level of involvement of AGST also for possible sponsorships or limited funding of events with a broad scope.

With no other item on the agenda to discuss, the President called the meeting to a close.