

Notes of the first IPTOP General Meeting held on 9 June 2003 at the WCPT Conference Barcelona.

Present (from sign-in sheet 43 people were present
Olwen Finlay, Steering Group Chair (UK)
Nancy Prickett, Steering Group Treasurer (US)
Dr Amanda Squires, Steering Group Editor (UK)

Voting members

Australia---Dr Annette Brown
Bulgaria---Ludmila Venova
Canada---Kettie Cameron
Finland---Katin Stahl
Germany---Christiane Rohling
Iceland---Berbora Baldursdottir
Ireland---Aine O'Riordan
Netherlands---Martin van Genneep
Norway---Astrid Bergland
Sweden---Lillemore Lundin Olsson
Switzerland---Catherine de Capetani
Turkey---Feliz Can
UK---Jill McClintock
USA---Nancy Prickett

Observers

Brazil, Canada, Denmark, Finland, Hong Kong, Iceland, Ireland, Israel, Japan, Netherlands, Norway, South Africa, Sri Lanka, Sweden, Turkey, UK, USA.

1. Welcome

Olwen Finlay welcomed those present and gave a brief resumé of the background to the group covering her initial vision at the 1993 UN/WCPT Course in Malta; an exploratory meeting at WCPT Washington in 1995; formation of the steering group at WCPT Yokohama in 1999; Foundation Meeting at Solihull, Birmingham UK prior to the CSP Congress in 2002. At this meeting the draft constitution was ratified and the Chairman instructed to complete the necessary documentation to apply for WCPT affiliation and formal recognition for membership as a WCPT sub group.

Nancy explained the parliamentary rules regarding voting rights. These procedures to be incorporated into the procedures booklet for future meetings.

2. Annual Report

Olwen Finlay gave the Annual Report. This included a précis of the first annual report as presented to the delegates at the WCPT general meeting in Barcelona and acceptance of IPTOP as a sub group by this meeting;

3. Motion to formally accept new members

Applications had been received from Canada, Netherlands, Norway and Sri Lanka.

The motion to admit them was proposed by Australia, seconded by Ireland and accepted by those present. Membership now stands at 18 countries.

4. Financial report

Nancy Prickett gave a report which indicated a balance of \$US 814. IPTOP now represented 7,392 physiotherapists world wide. Nancy publicly thanked the Geriatric Section of APTA for managing the account at no cost to IPTOP. At Nancy's request, Martin van Geneep (Netherlands) and Ludmila Venova (Bulgaria) volunteered to form an accounts audit group. The motion was proposed, seconded and accepted by those present.

5. Minutes of the foundation meeting

These had been circulated in the newsletter and were accepted as a correct record. A proposal to accept the minutes was made by UK, seconded by Germany and accepted by those present.

6. Matters arising from the minutes

Olwen reported that at the WCPT General Meeting that she and Amanda had attended on Thursday, IPTOP had been accepted as the sixth WCPT Sub Group. A question had been raised asking that national special interest groups noted by applicants are confirmed by the national body as bona fide. The importance of documentation completion by WCPT member organisations regarding national interest group status of the IPTOP member application will be included in the procedure booklet.

7. Presentation of Foundation and Membership Certificates

Foundation Certificates were awarded to Australia, Bulgaria, Chile, Finland, Germany, Iceland, Ireland, Ireland, Malta, New Zealand, Switzerland, Turkey, UK and US. Membership Certificates were awarded to Canada, Netherlands, Norway. Those not present would have their certificates forwarded by the treasurer. (*N B Foundation Members are those paid up and accepted by 31 December 2002*).

At this point, Professor Dele Amosun took the chair to conduct the election

8. Election of Office Bearers

Post		Proposed	Seconded	Members Vote
Chair	Olwen Finlay	Germany & US	Australia	Unanimous acceptance
V. Chair	Annette Brown	Australia	US	Unanimous acceptance
Secretary/Newsletter	Amanda Squires	Germany	UK	Unanimous acceptance
Treasurer	Nancy Prickett	Germany & US	Australia	Unanimous acceptance
Regions	Aine Riordan	Germany	Australia	Unanimous acceptance
	Jill McClintock	UK	US	Unanimous acceptance
	Felix Can	Turkey		Unanimous acceptance
	Tuula Ekhololm	Finland		Unanimous acceptance

NB. Two regional representatives (Felix and Tuula) had been received after the closing date and the decision to accept them was accepted by the membership. There had been no nominations for Newsletter Editor and it was proposed by UK, seconded by Ireland and accepted by members that this be combined with the post of Secretary. This was agreed as a one off measure and no change was made to the Constitution.

Dele was thanked by the Chair for conducting the election.

10. Logo Competition

5 entries had been received, all from Iceland. The winning entry was from Thorunn Bjornsdottir who was present to receive the prize. The hand-drawn logo would now be made electronic for use with the newsletter, leaflets and correspondence sheets.

11. Newsletter Report

Amanda Squires gave a report indicating that so far 3 Newsletters had been produced at roughly 6 monthly intervals reporting key milestone in the formation of IPTOP. Newsletter funding had been the largest expenditure for IPTOP as colour had been used to attract attention. The new logo in black and white would reduce costs considerably. Postage had also been high and electronic circulation would be tried now that the logo memory would be reduced. It was agreed that there would be:

2 Newsletters a year to members

Electronic and hard copy

A4 format---stapled so that additional papers can be secured to it

Content would be---Chairs report; single country focus; member country updates; member country newsletter resume;

conference details; useful resources.

Contribution of relevant information to WCPT News to reach WCPT member organisations

The treasurer agreed to draw up a policy relating to costs for advertising and sponsorship. It was agreed that member countries would exchange newsletters with each other and provide a resume for the IPTOP Newsletter. Following the example of the WCPT Women's Health sub group, Neva Greenwald and Amanda would work on a leaflet covering principles/philosophy and membership form.

At Amanda's request Dr Paul Ogbonna (US), Sigrun Johannsdottir (Iceland) and Dr Martin van Geneep (Netherlands) offered to form the newsletter editorial group. Dr Paul Ogbonna and Nancy agreed to work on the development of a Website which would house the newsletter and other information.

12. International research (Netherlands)

Martin van Geneep (Netherlands) volunteered to head the Research Committee.

13. International standards (Germany)

Germany requested some type of documentation stating older people had the same rights to treatment as others, If this information could be issued by IPTOP it would be of value in some countries. It would be considered for the IPTOP leaflet. Felix Can, Turkey, raised a number of issues

14. Staffing levels (Iceland)

Indicative staffing levels for the different range of venues and stages of elderly care were requested. USA, Sweden, UK and Australia agreed to provide their publications to Annette Brown aibrown@inet.net.au.

15. Next general meetings

It was agreed that general meetings would be attached to national events to spread the venues and increase the frequency. Invitations were received and accepted from Ireland for 2004, and Australia for 2005. Information regarding the Irish Conference will be published in the Newsletter.

16. Issues from the floor

Olwen and the committee were formally thanked for their work in getting the association started.

17. AOB

Olwen agreed to compile a procedure booklet for the Association.

AS 6/7/03