



## EXECUTIVE BOARD

Meeting of 23 February 2021

11.30 AM -1.00 PM Dublin | 12:30 – 2 PM Paris | 1.30-3 PM Cairo / Beirut Time | 7.30-9 PM Beijing Time

### PARTICIPANTS

Name	Country	Present	Regrets
Dr. Rashed Al Arfaj	Kingdom of Saudi Arabia	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Yangxiang Fan	China	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Pamela Byrne	Republic of Ireland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr./Prof. Hussein Mansour	Arab Republic of Egypt	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Greg Paoli	Canada	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Joyce Haddad	Lebanon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Junshi Chen	China	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Prof. Samuel Godefroy	Canada	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### AGENDA

Item	Participants
A. Review of the Agenda	<i>All</i>
B. <b>Adoption of Records of Decision of January 26<sup>th</sup>, 2021 meeting</b>	<i>All</i>
C. Review of the Budget and Discussion	<i>Greg Paoli, Treasurer</i>
D. Other Business; Future Meeting	<i>All</i>

## Meeting Discussion Highlights

The meeting started at 6:30 AM Quebec City time

Dr. Yongxiang Fan joined at about 7 AM Quebec City time

Ms. Joyce Haddad joined at 6.45 AM Quebec City

### A. Review of the Agenda

An updated agenda was proposed, based on the items described above, with a focus to be made primarily on discussing the budget for GForSS. A motion to adopt the updated agenda was proposed by Dr. Pamela Byrne and was seconded by Dr. Rashed Al Arfaj. All members present (5 votes – Dr. Fan and Ms. Haddad were not available at the time) endorsed the agenda.

### B. Adoption of Records of Decision of January 26th, 2021 meeting

The records of decisions of the meeting of January 26<sup>th</sup>, 2021 were presented and reviewed by Prof Samuel Godefroy. Ms. Joyce Haddad joined the meeting during this review. A motion to adopt the record of decisions was proposed by Dr. Pamela Byrne and was seconded by Dr. Rashed Al Arfaj. All members present (6 votes) adopted the motion – the RODs of January 26<sup>th</sup> were approved.

### C. Review of the budget and Discussion

Mr. Greg Paoli, treasurer of GForSS, took the lead on this presentation. Greg shared with members progress towards arrangements made to set the financial management of GForSS.

- Arrangements were made with the Royal Bank of Canada for the opening of a bank account for GForSS.
- Contact with an accounting firm was also established to set arrangements for regular financial management.
- The budget was structured in a manner where we identify on-going expenditures and costs / expenditures planned in relation with planned projects funded externally. On-going expenditures for the present financial year are estimated at \$16 747 CAD, including \$5 000 CAD as a symbolic honorarium for board members and \$6 000 CAD for the management of the journal to be established by the society.
- Two projects were included in the budget that GForSS will be implementing: part of the Codex Initiative in the Arab region funded by the US DA and granted to ULaval, where GForSS is listed as a partner in implementation and a new initiative on food laboratory capacity building to be implemented in East Africa. Given that GFORSS does not have employees currently, the society will rely on third parties for the implementation of the different projects. For each project, GFORSS will charge 10% of the budget as administration costs.
- A loan was agreed to be provided by Prof Samuel Godefroy for the amount of \$10,000 CAD to enable management of cash flow for GFORSS, at the initial stages of operation.

Dr. Yangxiang Fan joined the meeting.

- Dr. Pamela Byrne requested more information about the term “third parties” in the budget. It was identified that third party, at the present time refers to the Food Risk Analysis Platform of Uval / INAF, which would be a partner in the implementation of the first project.
- Dr. Byrne also suggested to ensure that the 10% administrative fees be well justified for audit purposes, in particular by those organizations funding the capacity building initiatives, in which GFORSS takes part.
- A discussion followed and emphasised on the need to ensure the utmost transparency and precision in the way expenditures are tracked to support implementation of projects carried out by GFORSS
- Implementation of the projects for which GFORSS was identified both as a lead or as a partner will be subject to further (dedicated) discussions at upcoming exec Board meetings.
- Discussion followed on introducing the second project where GFORSS will be solicited – This is a food laboratory capacity building program to the benefit of experts in the East Africa Community (EAC), implemented by Venture 37 and funded through US DA – Food for Progress Funding. The expected income from this project would be close to/ up to \$145 000 CAD. A proposal was submitted to the program (TRASE), but no contract was signed as of yet. Prof. Junshi Chen enquired about the projected period of the training. In response, Samuel indicated that current plans envisage that the training would start at the end of march/start of April and will cover a period of 10-12 months.

Subsequent to this discussion, the budget as presented was adopted through a motion proposed by Prof. Junshi Chen and seconded by Dr. Pamela Byrne. All present members of the Exec Board (7 votes) endorsed the motion. The tentative budget for 2021 was therefore approved.

#### **D. Other Business; Future meeting**

GFORSS’s leadership is organizing a session on the margin of the virtual technical event planned as part of Gulf Food2021 on 24 Feb 2021.

It was also indicated that discussions were on-going to ensure the organization of a major session on food regulatory science during the upcoming Dubai International Food Safety Conference (DIFSC) which is planned for the end of 2021 and should be an in-person conference. Further information will be provided as it is gathered.

#### **F. Adjournment**

The meeting was adjourned at 8:00 AM Quebec City time.

#### **Executive Secretary Validation**

*Joyce Haddad, Fan Yongxiang, Rashed Al-Arfaj*