



## BOARD OF DIRECTORS – RECORD OF DECISIONS

16 February 2024

7:00 AM – 7:45 AM Quebec City Time

### Zoom Call Details

<https://us06web.zoom.us/j/83740903509?pwd=so2lBUbeUurnix8S3xjtaiuJuMuDGy.1>

Meeting ID: 837 4090 3509

Passcode: 707810

### PARTICIPANTS

| Name                   | Officer / Function  | Present                             | Regrets                             |
|------------------------|---------------------|-------------------------------------|-------------------------------------|
| Dr. Pamela Byrne       | Vice President      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Prof. Junshi Chen      | Honorary President  | <input type="checkbox"/>            | Absent with regrets                 |
| Prof. Samuel Godefroy  | President           | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Ms. Joyce Haddad       | Executive Secretary | <input type="checkbox"/>            | Absent with regrets                 |
| Ms. Nuri Gras          | Chile               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Dr. Wiem Guissouma     | Tunisia             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Mrs. Zeinab Bouchiki   | Morocco             | <input type="checkbox"/>            | Absent with regrets                 |
| Prof. Kaushik Banerjee | India               | <input type="checkbox"/>            | Absent with regrets                 |
| Dr. Scott Crerar       | Australia           | <input type="checkbox"/>            | Absent with regrets                 |
| Mr. Greg Paoli         | Canada              | <input type="checkbox"/>            | Absent with regrets                 |

## PROPOSED AGENDA

| Item  | Participants                  |
|---|-------------------------------|
| A. Review of the Agenda   | All                           |
| B. Review and Approval of 18 January 2024 Record of Decisions         | All                           |
| C. Status of financial statements for 2022 and 2023                   | Mr. Greg Paoli, Treasurer     |
| D. Updates on discussions between GForSS & African Union Commission   | Prof. Samuel Godefroy and all |
| E. Proposed Management Policies to be Developed and Adopted by GForSS | Prof. Samuel Godefroy and all |
| F. scheduling of the Annual Meeting                                   | All                           |
| G. Adjournment  |                               |

## MEETING DISCUSSION HIGHLIGHTS

### A. Review of the Agenda

The meeting started at 7:00 AM Quebec time.

Quorum was confirmed.

Prof. Samuel Godefroy made the resolution for approval, seconded by Dr. Wiem Guissouma.

The agenda were reviewed and unanimously approved.

### B. Review and Approval of 18 January 2024 Record of Decisions

After the RoD review, Dr. Wiem Guissouma made the resolution for approval of the records of decision, seconded by Mrs Nuri Gras Rebolledo.

The records of decisions of the meeting of 18 January 2024 were unanimously approved.

### C. Status of financial statements for 2022 and 2023

In the absence of the board treasurer Mr. Greg Paoli, Prof. Samuel Godefroy took the lead in presenting this agenda item. He updated the board on the completion of the financial statements for 2022, mentioning that submissions to both Revenue Canada and Revenue Quebec have been finalized. Despite a minor deficit, there are / were no impacts on the association's operations. Prof. Godefroy highlighted a healthy balance sheet and available cash flow to support on-going activities. Prof. Godefroy recommended postponing this item for discussion at an upcoming Board meeting, upon the complete filing of the 2023 statements. Furthermore, he mentioned that the financial statements would be

shared with the board one or two weeks before the meeting destined to examine them, to allow ample time for review and preparation of any questions they might have.

#### **D. Updates on discussions between GForSS & African Union Commission**

Prof. Samuel Godefroy initiated the discussion on the item, informing the board that the formal letter seeking on-going collaboration with the African Union Commission on matters related to integration of food regulatory activities, including the management of the African Food Regulatory Authorities Forum (AFRAF) and the support to the operationalization of the African Food Safety Agency (AFSA) has not been sent yet. The board will be copied on such letter and will be kept apprised of any developments.

#### **E. Proposed Management Policies to be Developed and Adopted by GForSS**

Prof. Samuel Godefroy initiated the discussion on the item, stressing the need to strengthen governance capacity due to the current limitations in the procedures adopted and followed by GForSS. Prof. Godefroy highlighted that funding agencies frequently inquire about organizational procedures and protocols, particularly regarding conflict-of-interest management, travel policies and other internal policies followed by the organization. While the GForSS bylaws address certain aspects of conflict-of-interest management, there may be gaps that need to be further addressed with dedicated policies and associated procedures. He concluded by proposing the formation of a small committee or working group to explore this further.

#### **F. Scheduling of the Annual Meeting**

Professor Samuel Godefroy suggested holding the board's annual meeting virtually on March 27, 2024, at 8:30 AM Quebec Time. He proposed consulting with the board regarding this proposal. This meeting would stand in lieu of the 2023 General Assembly of members, which was postponed by resolution.

#### **G. Adjournment**

The Board meeting was concluded at 7:45 AM Quebec local time.