



Minutes

Exploring and documenting diversity in nature

CETAF AISBL

CETAF 38 General Meeting, 13-14 October 2015

Conservatoire et Jardin Botaniques, Geneva, Switzerland

Host

Geneva Consortium



Directors:

Pierre-André Loizeau (CJB)

Jacques Ayer (MHN)

Venue

Musée Ariana

Address

10 Avenue de la Paix,
1202 Geneva
Switzerland

Notes: Course of the meeting according to the approved Agenda

Annexes:

- Agenda for CETAF38
- Annexes to the Minutes (numbered 1 to **15**)

Author

Ana Casino (General Secretary)

PARTICIPANTS (in alphabetical order): Gergely BABOCSAY (GB-Hungarian Natural History Museum, Budapest), Björn BERNING (BB-Upper Austria State Museums-Biology Centre Linz), Johan BODEGÅRD (JB-Swedish Museum of Natural History, Stockholm), Wiesław BOGDANOWICZ (WB-Museum and Institute of Zoology, Warsaw), Thierry BOURGOIN (TB-National Museum of Natural History, Paris), Steven DESSEIN (SD-Botanic Garden Meise), Johanna EDER (JE-State Museum of Natural History, Stuttgart), Henrik ENGHOF (HE-Natural History Museum for Denmark, Copenhagen), Per ERICSON (PE-Swedish Museum of Natural History, Stockholm), Jiří FRANK (JF-National Museum Prague), Boyko GEORGIEV (Bulgarian

Academy of Sciences, Sofia), Patrick GROOTAERT (PG-Royal Belgian Institute of Natural Sciences, Brussels), Michel GUIRAUD (MG-National Museum of Natural History, Paris), Anton GÜNTSCH (AG-Botanic Garden and Botanic Museum Berlin-Dahlem), Anna GUTTOVA (AG-Slovak Academy of Sciences, Bratislava), David HARRIS (DH-Royal Botanic Gardens Edinburgh), Elspeth HASTON (EH-Royal Botanic Garden Edinburgh), Christoph HÄUSER (CH-Natural History Museum, Berlin), Gerhard HASZPRUNAR (GH-Bavarian Natural History Collections, Munich), Maarten HEERLIEN (MH-Naturalis Biodiversity Centre, Leiden), Bob HUXLEY (BH-Natural History Museum, London), Ulrich JÖGER (UJ-NORe Consortium), Stephanie KRAUSE (SK-Natural History Museum, Berlin), Jiří KVAČEK (JK-National Museum Prague), Annette LEINGÄRTNER (AL-State Museum of Natural History, Stuttgart), Cornelia LÖHNE (CL-Zoological Research Museum Alexander König, Bonn), Pierre-André LOIZEAU (PAL-Conservatory and Botanical Garden of the City of Geneva), Norman MACLEOD (NM-Natural History Museum London), Fridtjof MEHLUM (FM-Natural History Museum, University of Oslo), Patricia MERGEN (PM-Royal Museum for Central Africa, Tervuren), Jesús MUÑOZ (JM-Royal Botanic Garden–CSIC, Madrid), Beáta PAPP (BP-Hungarian Natural History Museum, Budapest), Alan PATON (AP-Royal Botanic Gardens Kew), Claes PERSSON (CP-Gothenburg Natural History Museum), Michelle PRICE (MP-Conservatory and Botanical Garden of the City of Geneva), Christiane QUAISSER (CQ-Natural History Museum, Berlin), Celia SANTOS (CS-National Museum of Natural Sciences–CSIC, Madrid), Nikolaj SCHARFF (NS-Natural History Museum for Denmark, Copenhagen), Leif SCHULMAN (LS-Finnish Natural History Museum-LUOMUS, Helsinki), Erik SMETS (ES-Naturalis Biodiversity Center, Leiden), Isabella VAN DE VELDE (IvV-Royal Belgian Institute of Natural Sciences, Brussels), Kai VELLAK (KV-University of Tartu), Ernst VITEK (Natural History Museum of Vienna), Catherina VOREADOU (CV-Natural History Museum of Crete).

From the **General Secretariat**: Ana CASINO (AC-CETAF), Lise GOUDESEUNE.

Observers and Guests: Christina FLANN (Species2000), Eileen GRAHAM (SciCOLL), Constance RINALDO (BHL Europe), David SCHINDEL (SciCOLL).

Day 1: Tuesday 13th October (13.00 – 17.30)

CETAF38 General Meeting

OPENING OF THE CETAF38 GENERAL MEETING

The CETAF38 meeting was officially opened by Michelle Price, Chair of CETAF (MP-Chair), at 13:00. She welcomed the participants and outlined the aims and expected results of the CETAF 38 General Meeting (introduction to the CETAF38 Agenda). She also thanked the Musée Ariana de la Ville de Genève, for the wonderful venue for the General Meeting.

WELCOME ADDRESS

Pierre-André Loizeau (Director of the Conservatory and Botanical Gardens) and Jacques Ayer (Director of the Natural History Museum), gave a joint welcome address to the CETAF38 General Meeting, on behalf of the host Consortium of the City of Geneva. The welcoming words included a presentation of the NHM and introduction to the CETAF38 meeting.

For voting items, a card was distributed to the official (or delegated) representative of those Institutions that had fulfilled their financial obligations for 2015.

1. **Approval of the Agenda CETAF38.** A slight modification to the agenda was proposed due to travel constraints of some speakers, and accordingly, the report on ABS (item 15.3) by Johan Bodegård (Swedish Museum of Natural History, Stockholm) (JB-Stockholm) was advanced and inserted before Agenda point 3. If necessary, due to time limitations, Agenda Point 9 would be moved to the following day. No objections were placed. The modified Agenda was voted on and unanimously approved (**Annex 1**).
 2. **Approval of the records of the previous meeting.** The minutes from the CETAF37 meeting, held on 21st-22nd April 2015 and hosted by the Botanic Garden Meise, Belgium, were distributed to the CETAF membership on the 1st July 2015 together with the Agenda of CETAF38 and the invitation to attend the meeting. The associated annexes for CETAF37 (numbered 1-15) were made available via the CETAF website. The **CETAF37 Minutes (Annex 2)** (including its associated electronically available Annexes) were voted on and unanimously approved.
- 15.3. CETAF Best Practice on ABS.** The document named the *CETAF Code of Conduct and Best Practices on ABS (Annex 14.2)* was presented by JB-Stockholm, on behalf of the CETAF core team on ABS. The ABS core team has been working on the production of the guidelines for 2 years. The package of documents contains the Code of Conduct, the Best Practice guidelines, and a set of Annexes that include templates for the Material Transfer Agreement (MTAs) that intend: i) to cover most common practical situations encountered when exchanging and transferring Genetic Resources; ii) to give practical advice on how researchers need to address the access, use and exchange of genetic material; and iii) to provide basis for national regulation on access to providing countries. The documents have been developed in the light of European Regulations that entered into force (EU 511/2014 on the 12th October 2014), and its Implementing Act (since 12th October 2015), and have taken into consideration the current existing regulations on access to genetic material and others foreseen constraints to access and use, at national level. Next steps to be taken are:
- Spreading results among the research community and the national governments and agencies, at large. A side event to CBD Meeting in Mexico (December 2016) is planned, where our community approach will be presented and explained.
 - Application to European Commission for recognition of CETAF Best Practice; and

- Provide training and practical guidance to CETAF Members. Following CETAF Workshop on ABS hold in Berlin, on the 21-22 September, another Workshop will take place in Munich, on the 24th February 2016.

Gerhard Haszprunar, from Bavarian State of Collections, Munich (GH-Munich) heartily thanked the ABS core team for all the time and effort they have devoted to this topic and congratulated them for the final product. Christiane Quaiser, from Natural History Museum, Berlin (CQ-Berlin) asked if CETAF could dedicate an amount of money to handle this issue, given that it is crucial for our Institutions. AC-CETAF replied that CETAF has already covered some experts' travel costs and has dedicated an amount for printing the documentation. Moreover, thanks to an additional funding from NHM Stockholm, CETAF will be able to hold 2 Workshops on this specific topic.

A hard copy of the document was handed over to the CETAF38 attendants and it will be made publicly available at the CETAF website in pdf (http://cetaf.org/sites/default/files/final_cetaf_abs_coc021015.pdf). The General Meeting unanimously approved the documents and encouraged the core team to contact the European Commission, via the CETAF Secretariat, to draw attention to the CETAF Best Practices and, thus, seek its recognition at the European level.

- 3. General Secretariat Evaluation Report.** Erik Smets (Naturalis Biodiversity Center, Leiden) (ES-Leiden) presented the Evaluation report (see **Annex 3**) as Chair of the Evaluation Panel and on behalf of its Members, Luca Bartolozzi (Natural History Museum, Florence) and Michel Guiraud (National Museum of Natural History, Paris). ES-Leiden reviewed the process followed for the evaluation, including analysis of the documentation provided by the Secretariat (comprising reports from the General Secretary, the Executive Committee and the Chair, summaries of activity, Work Plan 2012-2015), consultations made to both, the Executive Committee and also external referees (Peter Schalk, chair of the *GBIF* Governing Board), the SWOT analysis prepared by Ana Casino (CETAF General Secretary) and personal interviews held with the Secretariat team in Brussels, on the 24th September (Ana Casino and Christophe Coel). ES-Leiden outlined the objectives pursued within this report, focused on the achievement of goals and expectations placed on the new legal body by all CETAF Members, and identified in the Secretariat Work Plan 2012-15. In this respect, ES-Leiden highlighted how ambitious (and difficult to attain) the previous work plan was in many of its objectives, taking into consideration the resources and the timing to achieve them. However, he also outlined that a set of objectives were reached. Based also on the positive feedback received from external people and from most of the EC members, the analysis of the Evaluation Panel has been focused on the role of Secretariat (rather than in the functions of each position) and from that, on producing a set of recommendations to improve the functioning of the Secretariat and develop goals in line with the resources devoted to reaching them. A number of these were mentioned, such as the need to clarify the role of the International Affairs Officer, or the transfer of certain tasks from the Secretariat to the CETAF Governing Board. The set of recommendations were detailed and explained by ES-Leiden.

The report was voted and accepted by the General Meeting, with one (1) abstention. The CETAF EC was committed to review the Evaluation report and give due comments on it that would be circulated to the CETAF membership, and, if necessary, any changes, based on these recommendations would be added to the new Secretariat Work Plan (see Agenda item 7).

- 4. Financial report from the second and third trimesters of 2015.** AC-CETAF presented the Financial report updated to 30th September (see **Annexes 4.1 and 4.2**), and explained the main differences with regards to the planned budget, that come from specific expenses: (i) the trip to US to attend the GRBio workshop approved by the EC, (ii) an additional Contract for the interim period before the new team arrived in the Secretariat, (iii) an added budget for refining of the website, and (iv) the amount dedicated to promotional material (leaflets, posters etc. for CETAF). It is expected that those increases will be compensated with lower expenditure in other concepts, as to balance the final accounts for 2015.
- 5. CETAF Budget for 2016** Ernst Vitek, CETAF Treasurer, (EV-Natural History Museum of Vienna) (EV-Treasurer) presented the Budget for 2016 (see **Annex 5**), that is based on current number of Members and the same contribution (via Membership fees) as in 2015. Several concepts were explained in detail to explain the slight changes from the approved Budget 2015: the changes in the Social Secretariat payments related to the legal requirements; and the travel expenses for the EC Members which are now calculated considering 1-2 physical meetings, to be held inter-sessionally between the General Meetings.

Alan Paton, from Royal Botanic Garden, Kew (AP-Kew) mentioned that his Institution will be most likely unable to meet its financial obligation in 2016. In that respect, he is advised that the EC would need to receive official notice on that matter, for considering potential solutions (such as becoming a temporary associated member).

The Budget 2016 was voted and approved by a qualified majority of the General Meeting, with seventeen (17) votes in favour, four (4) against and one (1) abstention. The majority approving the proposal represents jointly 76% of the Members present with voting rights.
- 6. CETAF business model and CETAF membership agreements.** EV-Treasurer presented the proposed models for Membership fees for the 3 years period 2017-2019 requested by the CETAF37 General Meeting in Meise. The models had different alternative proposed schemes (see **Annex 6**) for calculating the budget increase for the years 2017-2019. The CETAF37 General Meeting had already agreed not to consider a budgetary decrease.

Alternative A proposed an indexed increase, with a 1.5% percentage applied every year, while the Alternative B referred to a fixed amount of increase every year.

To ensure due process a first vote on whether fees should be increased or not was done, with the majority in favour of a slight increase in membership fees. The two alternatives were then voted and it was agreed by the majority (14 in favour, 8

against) to apply Alternative B but with a fixed same amount for the three years considered (2017, 2018 and 2019) as follows: A) very large: 10,400; B) large: 6,200; C) medium: 2,100 Euros.

- 7. CETAF Secretariat work plan 2016-2019** (see **Annex 7**). MP-Chair presented the Work Plan for the CETAF Secretariat that has been worked out by the Executive Committee in the light of the Strategy and the Strategic Development Plan 2015-2025, and the revision of the previous Work Plan 2012-2015 by the Chair. Several aspects were outlined within this new Work Plan, including the placement of the objectives and deliverables under each of the activities, the removal of the elements that belong to the Governing Board (strategy) and the increased flexibility with respect to the timing of outcomes / deliverables. .

ES-Leiden stressed the importance of permanent support to the strategic lines of CETAF and the processes to tackle the agreed global objectives. Jiří Kvaček, from National Museum, Prague (JK-Prague) highlighted the necessity of pursuing alternative funding sources. AP-Kew asked for the criteria to prioritize those organizations to whom to address (strategic partners), and Michel Guiraud from National Museum of Natural History, Paris (MG-Paris) commented that the task of promoting CETAF might also be undertaken by all CETAF community (acting as representatives or ambassadors) to channel and distribute relevant info of CETAF among other stakeholders and related organizations.

The Work Plan was voted and unanimously approved, with the consideration of a possible intersessional vote needed for the modifications, if any, that could come out from the analysis of the recommendations of the Evaluation report to be undertaken by the EC (as mentioned in Point 3 above).

- 8. Adoption of the CETAF strategy and strategic development plan 2015-2025** (see **Annex 8**). MP-Chair, Coordinator of the CETAF Strategy Working Group presented the Strategy and Strategic Development Plan for the decade 2015-2025. She outlined the background of the current document, from the original SWOT analysis, followed by the meetings of the group in Geneva, the different parallel workshops carried out in Meise, the circulation of the document for comments and the production of the final version of this document for CETAF38. The Strategy document was handed over to the attendants and is to be made available via the website in pdf (http://cetaf.org/sites/default/files/final_strategy_and_strategic_development_plan.pdf). MP-Chair encouraged the Members to collaborate together towards achieving the common goals and jointly pursue the CETAF objectives. She also outlined that this statement shall be considered a dynamic baseline from which to build up the development of CETAF and thus, as such, it might be subject to later considerations and modifications that would contribute to improve the process and to better tackle the objectives.

GH-Munich pointed out that certain fora could be very important for highlighting our common strategy, such as Biosyst.eu (where CETAF will hold a side symposium). AP-Kew highlighted the need to select key strategic partnerships and MG-Paris on the

utility of producing position papers that could better highlight role of CETAF in the scientific community. In this respect, he proposed to summarize the Strategy and present it to CETAF Directors for their signature, as a means to validate and reinforce the value of the common framework. This proposition was welcomed and the EC committed to undertake this task. LS-Helsinki commented on the difficulty of tracking the level of achievement. The identification of criteria and performing ratios might need to be defined by Strategy group, as MP-Chair pointed out.

The Strategy and the Strategic Development Plan 2015-2025 was voted and unanimously approved by the General Meeting.

9. **Common directions for the future: identifying CETAF actions for 2015-2016 and beyond.** As announced when the Meeting started, this Point 9 will be presented on Wednesday 14th October (See *Annex 9*).

10. CETAF strategic partners and common initiatives:

10.1. Species2000. MoU and future collaborations with CETAF

Christina Flann, Strategic Development Officer of Species2000 and also on behalf of Species2000 Chair, Peter Schalk, gave a presentation of the organisation (see *Annex 10.1*) in which she underlined its main targets and activities as well as its vision for the future. She went through the set of collaborations that have been established recently with other related organizations and detailed the projects on which Species2000 has been involved lately, with the objective of improving and broadening the Catalogue of Life, its main product, and including indications on where Species2000 and CETAF may focus their collective efforts.

JK-Prague pointed out that fossils should also be included, which was strongly supported by Johanna Eder from State Museum of Natural History, Stuttgart (JE-Stuttgart) who indicated that this was to be one of the main targets for the CETAF Earth Science group that she coordinates. It was also pointed out the need to maintain close relationships with IT developments/developers to enhance data flow into the Catalogue of Life catalogue. Norman Macleod Natural History Museum, London (NM-London) asked Mrs Flann to clarify the steps that Species2000 is to take to achieve the promotion of Species2000 within CETAF. It was explained that the MoU provides indications on how this was to be done and that this will be developed between the two organisations.

The Memorandum of Understanding (MoU) was voted on and approved, with one (1) Abstention. The MoU was signed by MP-Geneva, Chair of CETAF and Christina FLANN Species2000, on behalf of P. Schalk-Executive Secretary of Species2000.

10.2. SciCOLL

AC-CETAF first presented a report on the GRBio Workshop that she attended in Washington (26th-30th April, 2015), right after CETAF37 General Meeting, together with Patricia Mergen from Royal Museum of Central Africa, Tervuren (PM-Tervuren). AC-CETAF identified the main issues that this Global Registry faces when dealing with major constraints (both, in terms of contents, and also with regards to the platform). David Schindel, as Chair of the Executive Board of SciCOLL and Executive Secretary of the Consortium for the Barcode of Life, presented the steps taken forward after that workshop in the line of gathering a broader range of scientific collections and improving the digital platform on which to allocate, save and preserve that data. His presentation is recorded as **Annex 10.2**.

Christoph Häuser (NHM Berlin) (CH-ViceChair) pointed out the positioning of CETAF acting as a hub for GRBio, as a European repository. Jesus Muñoz from Royal Botanic Garden, Madrid (JM-Madrid) and LS-Helsinki asked about the inclusion of living collections and the relationship with BGCI-Botanic Gardens Conservation International). Mr Schindel confirmed the need to explore that field.

- 11. Chair and General Secretariat updates on CETAF activities.** AC-CETAF presented the document named “CETAF Secretariat Summary of Activities” (see **Annex 11**, copy of which was handed over to the attendants of the Meeting), identifying the major tasks carried out for internal management (from Budget follow-up, to fulfilment of legal obligations and management of Secretariat team), as well as the set of actions undertaken for external promotion of CETAF. In that latter section, for the period from end April to beginning October 2015, the Secretariat had published and/or distributed 9 Calls of special interest to the CETAF Community; informed the community of 5 EU public consultations and attended 18 events and meetings. It had been involved in different projects, applied for a LIFE NGO Grant; generated and participated as a direct partner in the RESPONSIF proposal, under ISSI-5 Call; acted as associated partner in a COST Action with GBIF; supported an ISSI-1 project run by Italian Institutions, and tried to promote the submission of other 2 projects. The projects in which there has been a more active and direct presence of the CETAF Secretariat are detailed in Agenda points 13.1 and 13.2.

Additionally to these activities, in June 2015 the Secretariat started to approach the DG RTD (Research and Innovation) to analyse the possibility of CETAF becoming a member of the “Stakeholder Organizations (SHOs) Platform” for the completion of the European Research Area (ERA). This platform intends to influence, conform and spread the research strategy in Europe, and it is currently formed of 6 large organizations, all of generic nature (such as Universities). After several discussions and letters, the Secretariat attended a meeting after which the European Commission accepted CETAF as an applicant organization to become member (a thematic member, the first of this type) of that Platform. This was considered as a big step forward for CETAF which would certainly contribute to raise the CETAF visibility in the EC and

increase the influencing capacity of the association at that scale. The Secretariat and EC will work on the application, including careful analysis of the membership criteria.

MP-Chair, announced that two guided tours are open to participants, that will be led by Laurent Gautier, (Head of the Phanerogamic Herbarium) (through the Botanic Collections) and herself (Console building and Cryptogamic Herbarium), with one self-guided tour possible through the current exhibition "Plants and Spirituality". A welcome cocktail and dinner was to be served at the Botanical Garden, Console Building, at 19:00 pm.

17.30 – Closure of the meeting – The Chair officially closed Day 1 of the CETAF38 Meeting.

17.45 / 18.00 – 19.00 Guided Tours: Botanic Garden Collections and Herbarium

19.00 – 21.30 Dinner in the Botanic Garden

Day 2: Wednesday 14th October (9.00-15.30) CETAF38 General Meeting (continuation)

12. Signature of the CETAF – EJT endorsement agreement

The EJT Endorsement Agreement had been agreed inter-sessionally by CETAF Members after the CETAF37 meeting. Henrik Enghoff, Natural History Museum of Denmark, Copenhagen (HE-Copenhagen), as Chair of the EJT Steering Committee, highlighted the importance of the signature of this document for both entities. After receiving the Impact Factor (1.312, in 2014), the EJT has started to benefit from an increase in the numbers of papers submitted. He wanted to express his recognition of this achievement and thanked the editorial team for their investment in the collaborative initiative, while encouraging other CETAF members to join the EJT community and to use the EJT as a valuable platform for publishing their papers and project outcomes.

The EJT Endorsement Agreement (**Annex 12**) was signed by MP-Geneva, as Chair of CETAF, and HE-Copenhagen, as Chair of the EJT Steering Committee.

13. New proposals or initiatives for CETAF

13.1. LIFE NGO Grant. Lise Goudeseune (LG-CETAF International Affairs Officer) presented the application submitted by CETAF AISBL on the 27th July, 2015 for this call that intends to fund NGOs in the field of environment, climate and biodiversity and sustainable conservation. CETAF AISBL met the criteria and in 7 weeks (from the Call opening to its deadline) the Secretariat submitted an application for which the evaluation is expected to be received by the end of

October. If successful, a more detailed programme for the next 2 years (2016-17) will be requested. The total amount applied for under this Operating Grant amounts to 154,560 € (60% of eligible costs).

LS-Helsinki indicated that the search for additional sources of financing for the Secretariat was exactly what was needed, and commented on the possibility to contact Nordfosk (Funding Agency for Scandinavian institutions) for a potential (though partial) support. AC-CETAF confirmed that Nordfosk, together with Science Europe (both members of SHOs Platform), will be contacted directly to pursue this.

13.2. RESPONSIF – H2020-Call ISSI-5. Maarten Heerlien (MH-Naturalis Biodiversity Centre) presented this project proposal that intends to develop a roadmap for implementing the required changes on Research Performing Institutions as to drive the achievement of RESPONSIBLE RESEARCH AND INNOVATION at those structures, at personal and also at institutional level. The project is based on the 5 key elements that govern RRI, i.e.: Ethics, Public Engagement, Scientific Education, Gender and Open Access, and it is rooted in the experience and expertise accumulated within the natural history museums in Europe that would jointly act as a testbed community from which to build up a transferability model for other scientific domains and disciplines. The project gathers 18 partners from 13 European countries. The budget amounts up to 3,419,008.75€ and the expected duration is 36 months. Evaluation results are expected by January 2016. GH-Munich also supported the process of exploring new funding avenues for the Secretariat and its participation as direct partner of bids to ensure participation of all CETAF Members, and to disseminate results.

13.3. EUCOLCOMP

Rob Huxley, from Natural History Museum, London (RH-London) presented a PROPOSAL (see **Annex 13**) submitted to CETAF for adoption of the outcomes of the EUCOLCOMP project. He outlined the benefits of including the Competency Framework and Learning Curriculum at CETAF, for natural science collections management. It would not imply any financial commitment from CETAF while it would provide a valuable tool for those Institutions willing to implement such framework. This proposal will be considered by the EC and presented for vote at CETAF39 in Budapest.

14. Update on applications for CETAF membership

MP-Chair commented on the Application submitted by 2 entities from Czech Republic, the Institute of Botany and the Charles University of Prague that are currently forming a consortium with the National Museum Prague have submitted their application. This is currently under review by the EC, and, if successful will be presented at CETAF39 in Budapest.

Other potential new Members of CETAF are a French Consortium of small-medium Natural History museums from France, the Portuguese Consortium, and the Natural History Museum of Tel Aviv in Israel. All of them have showed an interest in joining CETAF and a number of them have attended a recent CETAF meeting. These potential applicants will be contacted by the GS.

Members were strongly encouraged to use their networking capacities to attract new members and to support their potential interest in CETAF. Special attention should be given to those European countries that have not been contacted yet (such as Ireland, Romania).

CH-Vice-Chair indicated that the Israel contacts should to be kept alive and PM-Tervuren added Luxembourg and indicated her possible contacts there. GH-Munich asked for potential members in Russia and AC-CETAF commented on contacts made with St Petersburg, although financial restrictions are likely to be strong, as indicated by LS-Helsinki. CQ-Berlin considered that it is important to attract Eastern countries. MP-Chair outlined the possibility to invite potential new members as Observers to coming meetings and, also to offer them the Associated Member (temporary) status, with a minor yearly contribution.

15. Initiatives and resume reports from the CETAF bodies

15.1 Collection Policy Board. CQ-Berlin presented the outcomes of the last meeting of CPB (see **Annex 14.1**) that was held in Vienna, after the CETAF36 meeting. The members decided then to keep this Working Group active and provided it with a work programme for the next few years, with clear objectives and actions. LS-Helsinki asked for the priorities of the CPB and if “deaccession policies” were amongst those. CQ-Berlin remarked the fact that some countries may not allow those and MG-Paris pointed out that such policies may have a counter (negative) effect on the conservation of old (perhaps not highly valuable) collections. JE-Stuttgart pointed out that general policies have been already produced under the umbrella of ICOM that follow what it could be called the Dutch model for maintenance of collections. LS-Helsinki insisted on the fact than Best Practices are better than policies, and that ABS is a clear example of that.

15.2 Research Assessment Group. MP-Geneva, as Coordinator of the Research Assessment group, commented that not much had been done during last months since her personal efforts were concentrated on the Strategy and Strategic development plan. Now that the Strategy and the Strategic Development Plan 2015-2025 has been approved, it is now time to develop the activities of this current group. Some of these are related to the Impact Factor and its importance in the publishing efforts by researchers (as a means to build up their professional careers). The group will continue elaborating a List of Journals specifically related to Taxonomy and Systematics, and send this to the Web of Science, with the request that this list is added under its

own of indexed journals. Some comments were raised by LS-Helsinki regarding adaption of TAXA to our interests; by GH-Munich in relation to the number of Journals really indexed; and JE-Stuttgart, thanking the Working Group for the production of that List of Journals.

15.3 CETAF Best Practice on ABS document (presented on Tuesday 13th October) (see *Annex 14.2*).

- 16. Upcoming CETAF meetings.** MP-Geneva announced the following General Meetings
- CETAF39 – Budapest, 3-4 May 2016
 - CETAF40 – JM-Madrid confirmed the willingness of RJB Madrid to host the Autumn CETAF meeting in Madrid, in either the last week of September or the first week of October, 2016
 - CETAF41 – host and dates to be confirmed (Spring 2017)

MP-Chair thanked the new Host Institutions for their engagement and support of CETAF, and encouraged people to promote their own institutions by hosting upcoming meetings.

- 17. CETAF Executive Commitment nominations update** MP-Chair and EV-Treasurer reminded participants that the nomination period for the CETAF Executive Committee was opened in Meise and will last until the 31st December 2015. Until then, directors and official representatives may nominate people (with his/her previous consent). In that respect, and in order to avoid any misunderstanding at the time of the elections, EV-Treasurer presented two alternatives for nominating EC Members. Proposal A considered that a nominee, when nominated for one of the four legal positions and not elected, would become automatically nominated as an Ordinary Member. Alternative B stated that specific nominations would be required for each position (whatever is that legal or ordinary). The proposals were voted on and it was agreed by majority, with one (1) Abstention to follow the Nomination process accordingly to the Proposal A.

18. Any other business

a) SYNTHESYS Report

RH-London presented an updated summary of the project SYNTHESYS3 and also made a briefing of the objectives and functioning of the Self-Assessment Tool developed under the project, and that is available online (<http://www.synthesys.info/network-activities/synthesys3-na2/self-assessment/>).

b) New events:

- **SYNTHESYS Workshop “New users for natural history collections”**, will be held in Berlin, on the 21st – 22nd October 2015

- **CETAF Workshop on ABS: Munich, 24th February 2016**
In the context of the German Society for Systematic Biology Annual Meeting, to be held at the Paleontological Museum on the 22-25th February 2016, the CETAF LR Group will run a workshop on ABS.
- **CETAF Working Groups coming meetings**
CETAF Earth Sciences Group Meeting to be held in Stuttgart (Stuttgart State Museum of Natural History) on the 16-18th February 2016. Interested parties are requested to contact Annette Leingaertner: annette.leingaertner@smns-bw.de

9. **Common directions for the future: identifying CETAF actions for 2015-2016 and beyond.**

The Chair announced that CETAF has been invited to submit proposals for a symposium or symposia to the organising committee of the BioSyst meeting on the 15-18th August of 2017 (deadline for the submission of proposals – 1 December 2015). CETAF Ambassador for 2015 – Jiří Frank (National Museum Prague). JF presented a poster on CETAF at the TDWG meeting in Kenya on the 28 September – 1 October, 2015.

Using the CETAF Strategy and Strategic development plan 2015-2025 as a foundation, CETAF now has the opportunity to develop its internal and external collaborations, and explore cooperative actions, including those that do not rely entirely on EU-sourced funding. The Chair highlighted some of the areas /actions and goals from the Strategic development plan where member institutions could initiate actions (cooperative collecting initiatives – pilot implementation of the Nagoya Protocol, collective taxonomy-based initiatives for species discovery) based on their regular scientific activities, with these types of projects then being used to seek funding from other sources (foundations, private enterprise etc.). The Chair stressed the need for increasing awareness of CETAF via outreach and the production of position papers/ opinion papers, and of CETAF increasing its visibility and impact within Europe, especially at the political levels. Identifying future actions and projects should become a part of future CETAF meetings (Budapest / Madrid), alongside other key topics for the CETAF community.

CONCLUDING REMARKS AND FORMAL CLOSURE OF THE CETAF38 GENERAL MEETING.

To conclude, the Chair thanked everyone for their active participation in the meeting and declared that the meeting had successfully reached its main objectives which were outlined in the Invitation to CETAF38: to approve the CETAF Budget 2016 and the CETAF membership model for Membership fees for the period 2017-19; to approve and launch the CETAF Strategy and Strategic Development Plan 2015-2025, and to adopt the CETAF Secretariat Work Plan 2016-2019.

The Chair informed the participants that a CETAF38 Resume Report will be forwarded (see **Annex 15**) to highlight the main outcomes, agreements and decisions taken during the General Meeting.

The CETAF 38 General Assembly was officially closed at 15.30 pm.

LIST OF ANNEXES

- Annex 1 – Agenda of CETAF38
- Annex 2 – CETAF37 Minutes (and associated Annexes)
- Annex 3 – CETAF Secretariat Evaluation Report, from the Chair of the Evaluation Panel.
- Annex 4 – 4.1. Financial Report. 2nd Quarterly 2015
4.2. Financial Report. 3rd Quarterly 2015
- Annex 5 – Approved CETAF Budget 2016
- Annex 6 – CETAF Membership fees 2017-2019 and update of the CETAF Business plan
- Annex 7 – CETAF Secretariat Work Plan 2016-2019
- Annex 8 – CETAF Strategy and Strategic Development Plan 2015-2025
- Annex 9 – Common directions for the future: identifying CETAF actions for 2015-2016 and beyond
- Annex 10 – 10.1 MoU signed with Species2000
10.2 Perspectives of GRBio, under SciCOLL, by David Schindel
- Annex 11 – CETAF Secretariat Summary of Activities (April – October, 2015)
- Annex 12 – Endorsement Agreement EJT-CETAF
- Annex 13 – EUCOLCOMP presentation
- Annex 14 – 14.1. Resume report from CETAF Collection Policy Board
14.2. CETAF ABS package of documents (pdf of printed version)
- Annex 15 – CETAF38 Resume Report