World Orchid Conference Trust

Location: Zoom Video Conference
Date/Time: December 7, 2022, at 8:00 AM EST (US)

Inclusion: Trustees, Fellows, Advisors

Minutes

Present: Munekazu Ejiri, Alison Gallaway (part), George Hatfield (President-Elect), Clare Hermans (Secretary), Johan Hermans, Dennis Kao, David Ridgeway, William Riley (President), John Varigos (Treasurer), Yin-Tung Wang

Guests: Ahby Tseng, Niggy Lee & Susanna Liu from TOGA

Absent: Chen-Chung Chen, Kiat Tan

Meeting: Called to order at 7:58 AM EST (US)

Standing Reports:

1. President’s Report
   a. The Minutes of October 19, 2022, were unanimously approved.
   b. Will welcomed David Ridgeway as the Fellow representing the RHS who just became an Associate of the Trust. It was affirmed that the Trustees would approve future Board appointments.
   c. Will reported he had received an approach from two organisations in Thailand that would work together in hosting a WOC. Malaysia was still interested and needed to update its application. Directions from the Cairns, Singapore, and Vancouver Tourism Boards were advised to involve local orchid societies before proceeding.

2. Treasurer’s Report
   a. The current monthly statement was circulated with the agenda.
   b. John and Will were sorting the former’s access to the account.

3. WOC Committee Report - Taiwan 23rd WOC update
   Susanna submitted a progress report and circulated their updated personalized Checklist for Hosting a WOC:
   a. The Judge registration form has been finished.
   b. The website of the 23rd WOC is being planned and will be launched this month.
   c. Spread the WOC news: FloralDaily and AOS Facebook group.
   d. Plan to publicize the WOC at Dresden Orchid Show 2023.
   e. Plan to promote the publication “World Orchid Collections 2020” and the Proceedings on the Internet to promote WOC2024.
   f. Continue to discuss the venue with ICC Tainan.
g. Arrange the schedule in TIOS2023 for trustees. It was agreed that George would ask the AOS to place a header on their Facebook page and website about the WOC. Munekazu offered to promote the WOC in Japan. Post-Meeting Note: TOGA will produce an A4 leaflet in Japanese, and Munekazu will get them printed and distributed through JOGA.

4. Reports from Committees
   a. Scientific & Education
   b. Conservation
   c. Horticulture

   No reports were tabled. Will requested that the Committee Chairs activate their committee.

Current Activity:

1. Sponsor Information for the website – Will reminded David that the RHS information and logo needed to be submitted.
2. Guidelines For Prospective Hosts and Organizers of WOC. The following points were discussed, and changes in wording were agreed upon.
   a. Page 4. ...The Trust’s sponsored speaker will be a keynote speaker... (Only 1 to be sponsored)
   b. Page 6. ... Plant registration is strongly recommended...
   c. Page 8. It was agreed that it was up to the organisers if they wanted to hold a banquet, but there should be a separate charge for it.
   d. Page 10. ...Prospective applicants are strongly advised to invite the President, perhaps with other trustees, to visit...to be confirmed by the WOCT Board. In the same paragraph, amend to ....In this case, the Trust must be consulted and approve this change... Delete the sentence “Premium travel or accommodations are not required.”
   e. Page 11. That liability insurance was required. Further work was needed to explore if the WOC Trust could and should be indemnified as part of the WOC organiser’s insurance. Yin-Tung would discuss this with TOGA.
   f. Page 13. delete the sentence, “The Host will pay a percentage of the daily walk-in charge, the amount to be determined and set out in the Memorandum of Understanding, considering the anticipated attendance and the proposed budget.”

It was agreed that John and George would work on a proposed budget for the Trust to include projected income and expenditure. Yin-Tung agreed to send his Guideline comments to Will. It was agreed that Will and Clare would work on and then circulate a final version of the Guidelines for approval.

3. Checklist for Hosting a WOC – was unanimously approved.
4. Website – Will stated that the Event page can be used to promote international shows.
5. WOC Trophies – George, Johan, and Munekazu agreed to have a WOC Trust Trophy at the Tokyo Dome Show and decided to assess future trophies on a case-to-case basis. Munekazu offered to source one locally, and a budget of $250 was approved.
6. Social Media – Yin-Tung reported he had started to investigate copyright issues for the WOC Proceedings. Otherwise, there was no further discussion, and the item was rolled over until the next meeting.
7. Miscellaneous Items
   a. It was agreed to discuss the proposed poster and lecture award schedule at the next meeting. The proposals are For Posters: HS students $125 x 2; BS students $250
x 2; PhD students $500 x 2. For Lectures: HS students $125 x 2; BS students $250 x 2; PhD students $500 x 2. Keynote Speaker $1,000 x 1. Total = $4,500 (max amt spent)

b. Our next date will be Wednesday, Jan. 4, 2023, at 6.00 PM daylight Eastern Standard Time US. It was agreed to change the meeting time to avoid 5am and 12 midnight starts for some members.

c. As there was no other business, the meeting adjourned at 9.52 AM.

Future Activity:

1. Documents Under Study (no action required)
   a. Future of Proceedings: published hard copy vs. online open source
   b. Donor policy
   c. Memo of Understanding (Host Contract)

Clare Hermans