Minutes

Present: Chen-Chung Chen, Munekazu Ejiri, George Hatfield (President-Elect), Clare Hermans (Secretary), Johan Hermans, Dennis Kao, William Riley (President), John Varigos (Treasurer), Yin-Tung Wang

Guests: Ahby Tseng, Winnie Huang, Susanna Liu, & Peggy Su from TOGA. Jay Balchan (AOS President), & Yao-Chien Alex Chang

Absent: David Ridgeway, Alison Gallaway, Kiat Tan

Meeting: Called to order at 4:00 PM Taiwan time

Standing Reports:
1. President’s Report
   a. The Minutes of February 1, 2023, were unanimously approved.
   b. Will reported that conflict of interest forms needed signing annually. He will send out the forms soon. Please sign and return them promptly.
   c. Will reported that he received expressions of interest in hosting a WOC from Costa Rica. This is in addition to interest from Thailand and Singapore.
   d. Will reported that he had drafted a year-end report to the Sponsors and Associates as specified in the Constitution and Bylaws on the activity of the WOC Trust. However, he required an e-mail address for the RHS as Chris Moncrieff had left. Clare to action with David. (Post Meeting Note new RHS contact is Tim Upson, Director of Horticulture and Gardens).

2. Treasurer’s Report
   a. The monthly statement was circulated to the Board.
   b. Will reported that he had submitted all the paperwork required for year-end financial reporting to the Trust’s accountant.

Current Active Discussion:
1. WOC Committee Report - Taiwan 23rd WOC update
   a. Peggy Su, a new TOGA team member, presented a power point, which was circulated post-meeting.
   b. TOGA has decided that there will be no change in the date for the WOC. However, it was confirmed that February 28, 2024, was a public holiday.
   c. The topics discussed are covered in the appendix to these minutes.
2. Social Media
   a. George reported he had had no volunteers to act as moderators for the various social media and urged members to suggest people. He requested photos of the ICC to post.
   b. George confirmed he had received an advert for the WOC from TOGA.
   c. Johan and Clare offered to write text for the various orchid journals.
3. WOC Budget
   a. This item was carried over to the next meeting.
4. Application from Malaysia
   a. This item was carried over to the next meeting.

**Current Activity Pending Approval:**

1. Memo of Understanding. This was approved unanimously.
   a. Will agree to post it on the website.

2. **Current Activity Pending Completion**
   1. Donor Policy.
      a. Will reported that this policy was still pending.
   2. WOC Trust Medal Policy.
      a. The draft paper was discussed, and it was agreed that the deadline for nominations should be six months, and recipients should be informed three months before a WOC.
      b. It was agreed to accept nominations from outside.
      c. It was agreed that the Awards Committee would produce a ranked shortlist. Note: This point needs clarifying
      d. It was agreed that the Board would discuss the ranked list of candidates, and the Trustees would have the final vote as directed by the WOC Trust statutes.
      e. It was agreed that an updated draft would be circulated before the next meeting.
   3. List of speakers from the virtual WOC.
      a. This item was carried over to the next meeting.

**Miscellaneous Items**

1. Post Meeting Note: The winner of the WOC Trust trophy at the Tokyo Show was Dr. Masahiro Saito for *Cattleya walkeriana fma. coerulea ‘Blue Treasure’.*
2. The meeting adjourned at 4.50 PM (Taiwan time) as no other business existed.

**Future Activity (Documents Under Study no action required)**

1. Future of Proceedings Hardcopy vs. Online Open Source, Copyright issues, etc. YW
2. Reports from Committees
   a. Scientific & Education YW
   b. Conservation JV
   c. Horticulture DK

No reports were tabled.

**Next Meeting**

Date/Time: Wednesday, April 12, 2023, at 8.00 AM dEST (US).

Clare Hermans
Notes from the discussions with TOGA about the 23rd WOC.
Part 1: March 2, 2023

The Board offered to assist TOGA with improving the information that they e-mailed or posted, e.g., the registration and judging forms. Therefore, it was agreed that all information would be circulated to the Board first.

Venue: the main show and conference will be held at the ICC Tainan, but there will also be a sub-venue at the Taiwan Orchid Technology Park (TOTP) for commercial buyers. The Lantern Festival will be held in the area surrounding the ICC from February 24 to March 10.

Dates:  
- Show – Friday, March 1st – Monday 11th, 2024  
- Conference - Friday, March 1st – Monday 4th, 2024,  
- Judging - Thursday, February 29th  
- Opening Ceremony - Friday, March 1st afternoon.

Mascot: Orchidsaur.

Accommodation: A list of suitable hotels has been drawn up, and negotiations regarding room rates are ongoing. TOGA will consider which to nominate as the host/conference hotels. TOGA was advised to base room numbers on the 2020 registration figure.

Transport:  
- Arrangements for a shuttle bus between the host/conference hotels and ICC are being reviewed.  
- A reception desk for Kaohsiung airport is planned, but not for Taipei.  
- It was agreed that the WOC website should include detailed information about the HSR and transfer from Taipei, especially from Taiwan Taoyuan International Airport to Tainan.

Registration: TOGA confirmed the maximum fee would be $250.  
- Will requested that he receive the registrant and speaker list.  
- It was suggested to finalize the rate for day registration as soon as possible.  
- It was suggested to finalize the rate for vendors’ booths as soon as possible.  
- It was suggested to send personalized invitations to the 2020 registrants and the TIOS 2023 guests.

Show: TOGA confirmed they were already liaising with the CITES and Phytosanitary authorities. TOGA confirmed they would prepare an organization chart for the Show.

Website: TOGA agreed that the website was now their priority. It was agreed that the website should provide information about:
- Access from Taipei to Tainan with links to HSR ticket pre-booking,  
- The importation arrangements for vendors,  
- Consider having a “Frequently Asked Questions” page,  
- Orchid-related tours, e.g., orchid nurseries, KBBC, and area attractions for registrants.  
- Links to Covid information and visa requirements for Taiwan, and  
- Information about nearest the ATMs to the ICC and that vendors prefer cash to credit/debit cards.
Conference: It was agreed
a. Submission by a speaker of an abstract should be acknowledged.
b. There should be no all-male speaker panels.
c. A conference committee is being set up. It was confirmed at the second meeting that Alex Chang is likely to be the Conference Chair.
d. Alex confirmed the plan was to have 50:50 Science and Horticulture lectures.
e. Currently, 30 speakers have expressed an interest.
f. The Scientific & Education Committee agreed to assist Alex.
g. The Board members agreed to circulate the request for speakers via their networks and suggest suitable horticulture speakers.
h. TOGA will organize the waiver for the Proceedings to be published online after an interval.
i. TOGA confirmed hard copy Proceedings are planned.
j. It was agreed that getting the WOC Proceedings officially accredited as peer-reviewed for scientists would take much work.

Part 2: Location: Taiwan Orchid Technology Park (TOTP)
Date/Time: March 3, 2023, 2:00 PM – 4.40 PM (Taiwan time)

Present: Chen-Chung Chen, Munekazu Ejiri, George Hatfield (President-Elect), Clare Hermans (Secretary), Johan Hermans, Dennis Kao, William Riley (President), John Varigos (Treasurer), Yin-Tung Wang

Guests: Ahby Tseng, Wen-Jung Huang (TOGA President), Winnie Huang, Susanna Liu, & Peggy Su from TOGA. Jay Balchan (AOS President) (part), & Yao-Chien Alex Chang

It was agreed that the WOC Trust Board would not share any digital files supplied by TOGA.

TOGA’s Liability Insurance covers all attendees to the show and conference.

TOGA confirmed that no other sponsorship was required for the WOC.

The WOC Checklist was reviewed.

The TOGA Support Team:
  a. For the Show: Susanna, Winnie & Peggy
  b. For Judging: Winnie & Donna
  c. For the Conference: Susanna & Peggy

Judging: it was agreed:
  a. All judges needed to have their accreditation checked, and the Board will assist TOGA with this task.
  b. To set up a Judging Advisory Committee with three members from TOGA, including Mr. Chen and three from the Board, Clare, George and Munekazu, with Ying-Tang as a liaison if required.
  c. Clare, George and Munekazu agreed to review the 2020 Judging Handbook and suggest areas for further discussion with the members from TOGA.
  d. Clare will draft judging guidelines for the abstracts and posters with Ying-Tang, George and Munekazu.