Annual Meeting 2017

The 47th annual meeting of Scandinavian Society for Laboratory Animal Science, (Scand-LAS) will take place **31st of May, 2017 at 16.00.**

**Place:** Hotel Scandic Copenhagen (meeting room no. 14), Vester Soegade 6, Copenhagen, Denmark.

**Agenda:**

1. Opening of the meeting
2. Election of chairman and secretary for the meeting
3. Approval of the agenda
4. Questions concerning notice of the meeting
5. Election of two scrutinizers of the minutes
6. Roll-call by country
7. Register of proxy votes
8. Presentation of the Board’s report
9. Presentation of the Auditors’ report
10. Acceptance of financial statement
11. Activity plans and budget for the subsequent period
12. Granting of authority for the Board for the remaining time in office
13. Election of Board Members (including substitutes) from Denmark, Estonia and Finland
14. Election of auditors and substitutes
15. Processing of proposals submitted to the Board no less than 8 weeks prior to the meeting
16. Processing of questions from the Board and the Accountant
17. Processing of questions arising during the meeting
18. Determination of membership fee for the coming year
19. Election of Nomination committees
20. Information from the Board
21. Announcement of the time and place of next meeting
22. Other proposals to be laid before the AGM
23. Closing of the meeting

On behalf of the board

Klas Abelson

THE BOARD

The Board had the following composition:

President Klas Abelson, Denmark

Members Lene Bregnholt Larsen, Denmark
Aavo Lang, Estonia,
Ulla-Marjut Jaakkola, Finland
Siri Knudsen, Norway
Anders Forslid, Sweden

Substitutes Jakob le Fèvre Harslund, Denmark
Toomas Tiirats, Estonia
Karoliina Alm-Packalén, Finland
Joanna Godawa Stormark, Norway
Elin Spangenberg, Sweden

There have been two regular Board meetings during the period. The inaugural meeting was held on 15/6 and the regular meetings 8/2 and 28/10 in 2016.

ANNUAL MEETING

The annual meeting was held on June 15th, 2016 at Square Brussels meeting centre, Brussels, Belgium.

There were 53 members with voting rights present representing 5 member countries.
There was one letters of attorney.

The annual meeting elected as auditors and their substitutes to review the financial year 2016:

Regular Kai Ōkva, Estonia
Anders Thornell, Sweden

Substitutes Otto Meyer, Denmark
Anna Meller, Finland

ANNUAL FEE

The annual fee for 2016 has been € 30.
NOMINATION COMMITTEE

The Nomination committee for 2016 consisted of the following members:

National nomination committees
• Estonia: Andres Aland (chairman), Heli Säre, vacant
• Denmark: Jann Hau (chairman), Jan Ottesen, Benedict Kjaergaard
• Finland: Kristiina Haasio (chairman), Niina Kemppinen, Brian Mphande
• Norway: Adrian Smith (chairman), vacant, vacant
• Sweden: Katarina Cvek (chairman), Jörgen Jönsson, Åsa Holmberg.

The chairman in each country appoints its members itself.

Katarina Cvek was elected as a convener for the Nomination committee.

SECRETARIAT

The secretariat was situated in Stockholm and run by Pia Hägg Haraldson.

WEBMASTER AND WEBSITE

The Society has its own website with the address www.scandlas.org. The webmaster Jörgen Jönsson (Sweden) is responsible for running and updating the website.

NEWSLETTER

The Scand-LAS newsletter is issued in order to improve the quality and level of information and communication between the Scand-LAS Board and the Scand-LAS members.

Two newsletters were published in 2016. The editor of the newsletters has been Siri Knudsen (Norway). The newsletters have been e-mailed to all Scand-LAS members by Jörgen Jönsson. All members are very welcome to submit any news or relevant information for publication in the newsletter to either Norway@scandlas.org or president@scandlas.org.
THE SOCIETY’S JOURNAL


The editorial board has one member from each Scand-LAS country and the national editors are regularly replaced, one each year. Hanna-Marja Voipio (Finland) holds the position of the editor-in-chief and national editors were Klas Abelson (Denmark); Aavo Lang (Estonia); Ulla-Marjut Jaakkola/Emrah Yatkin (Finland); Gerit Pfuhl (Norway); Patricia Hedenqvist (Sweden). Niina Kemppinen (Finland), worked as the Administrative Editor and Tinde Päivärinta (Finland), as the Designer.

Editorial board had one face-to-face meeting and the rest of the work was done by e-mail and via the Open Journal publishing system. At the beginning of 2017, the Finnish board member was replaced: We cordially thanked Ulla-Marjut Jaakkola for her valuable work in the editorial board and welcomed the new Finnish editor, Emrah Yatkin from the University of Turku.

The transition period after replacing the ScholarOne programme with the Open Journal System (OJS) was finalized. Altogether, seven articles were published in the Volume 42 (2016), one of them being the large compilation of abstracts from Scand-LAS Turku 2015 meeting. The number of the submissions was increasing although still relatively low: of 40 submissions, nine manuscripts were accepted for publication. Compared with the submissions in 2015, we doubled the number of submissions and the acceptance rate was about similar.

Some minor changes were made in the lay-out of the papers which process will still continue in 2017. Furthermore, during 2017, SJLAS will be joined in the DOI-numbering system.

Co-operation with sponsors and advertisers continued and at the end of the year we had seven contract sponsors showing increase compared with 2015.

Our main challenge is still tempting good quality submissions – we encourage all the members to submit their articles in our own journal. Potential sponsors will be actively contacted with nice sponsoring opportunities.

THE 46th ANNUAL MEETING 2016 IN BRUSSELS, BELGIUM

The Annual General Meeting 2016 was held in Brussels, Belgium in June, in connection with the FELASA Congress.

LOCAL ACTIVITIES IN 2016

During 2016, Scand-LAS supported the following local activity with 1500 Euro.

Mouse breeding genetics and colony management arranged by the Nordic Infrastructure for Mouse Models (NorIMM) in Stockholm, Sweden, 8-9 December, 2016.
INFORMATION ON FELASA ACTIVITIES IN 2016

Scand-LAS is one of the biggest member associations in FELASA (Federation of European Laboratory Animal Science Associations) and our role has been very active during the years. During 2016, three Scand-LAS members were part of the FELASA Executive Committee (EC) - Hanna-Marja Voipio served as president elect, Klas Abelson served as Honorary Treasurer, and Ann-Christine Eklöf served as vice president of FELASA for working groups. Siri Knudsen and Ulla-Marjut Jaakkola were the Scand-LAS representatives in the FELASA Board of Management (BoM).

The FELASA BoM met twice in 2016 and items between the meetings were processed by e-mail. Scand-LAS board and other Scand-LAS members have during the year commented on the working group documents as well as policy papers. All FELASA activities can be followed at the website www.felasa.eu.

The next FELASA triennial meeting will be held in Prague, Czech Republic 2019.

A key action of FELASA is working groups with current topics. The results of the groups are usually published in Laboratory Animals or on FELASAs website as FELASA recommendations. In 2016, Scand-LAS had representatives in the following active working groups:

- **Revision education and training recommendations towards 2010/63/EU**
  Scand-LAS representative is Hanna-Marja Voipio.

- **Revision of guidelines for health monitoring of non-human primates**
  Scand-LAS representative is Mats Spångberg.

- **Severity: classification and statistical reporting**
  Scand-LAS representative is Hanna-Marja Voipio and Grete Østergaard.

- **Zebra fish: housing, husbandry and health monitoring recommendations**
  (A joint working group COST/FELASA.)
  Scand-LAS representative is Susan Warner.

FELASA has also a liaison with AALAS. In the Liaison body FELASA/Scand-LAS is represented by Ann-Christine Eklöf. In 2016, Scand-LAS had a representative in one of the active working groups:

- **AALAS - FELASA working group on harm-benefit analysis of animal studies**
  Scand-LAS/FELASA representative is Aurora Brønstad.
  This working group completed their work in 2016, and published two reports in Laboratory Animals.
INFORMATION ON ICLAS ACTIVITIES IN 2016

Scand-LAS has been represented in ICLAS, International Council of Laboratory Animal Science, since the 1970’s.

The aims of ICLAS are

- To promote and coordinate the development of Laboratory Animal Science throughout the world and particularly in developing countries
- To promote international collaboration in Laboratory Animal Science
- To promote quality definition and monitoring of Laboratory Animals
- To collect and disseminate information on Laboratory Animal Science
- To promote world-wide harmonization in the care and use of laboratory animals
- To promote the humane use of animals in research through recognition of ethical principles and scientific responsibilities
- To promote the ‘3R’ tenets of Russell and Burch.

For information about ICLAS activities in 2016, please refer to http://iclas.org.
SCAND-LAS MEMBERS

In 2016 Scand-LAS had members in the following countries:

<table>
<thead>
<tr>
<th>Country</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Denmark</td>
<td>141</td>
</tr>
<tr>
<td>Estonia</td>
<td>11</td>
</tr>
<tr>
<td>Finland</td>
<td>31</td>
</tr>
<tr>
<td>Greece</td>
<td>2</td>
</tr>
<tr>
<td>India</td>
<td>1</td>
</tr>
<tr>
<td>Italy</td>
<td>1</td>
</tr>
<tr>
<td>Norway</td>
<td>69</td>
</tr>
<tr>
<td>Sweden</td>
<td>117</td>
</tr>
<tr>
<td>The Netherlands</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>374</strong></td>
</tr>
</tbody>
</table>

SCHOLARSHIPS AND TRAVEL GRANTS

In 2016, no scholarships were given, since no Scand-LAS conference was organized.

Seven Scand-LAS travel grants of 1000 Euro were given in 2016. The travel grant was founded to support members to participate in other activities for professional development. The grantees were:

Brian Mphande, Finland
Harikrishnan Vijayakumar Sreelatha, India
Lena Larsen, Denmark
Mathilde Caldara, Denmark
Mette Jörgensen, Denmark
Sara Hestehave Kristensen, Denmark
(for participation in the FELASA conference in Brussels, Belgium).

Josefine Morsing, Denmark
(for participation in the AALAS conference in Charlotte, USA).
CLOSING REMARKS

The Scand-LAS year of 2016 was an eventful year. The Scandinavian Journal of Laboratory Animal Science, continued to be active, and seven articles were published. Several travel grants were given, and we gathered in Brussels, Belgium for a great FELASA conference, where we also held our Annual General Meeting in June.

Scand-LAS have at the moment two active working groups (WGs), one on Education and Professional Development (EPD) that was established already in 2012, and one on Membership that was established during 2014. The EPD-WG organized a workshop on education at the conference in Turku. The WGs continued to be active in 2016, discussed several ways of how we can attract more members to Scand-LAS, how we can make all members to feel more engaged in the society’s activities, and how we can make the membership even more attractive to all members, new as well as old ones.

The board also continued the work on making our economy stable and sound also in a long-term perspective.

Finally, the board would like to thank all members for making Scand-LAS the great society it is, and we look forward to future activities with great confidence and reassurance.

Klas Abelson       Lene Bregnholt Larsen

Anders Forslid     Ulla-Marjut Jaakkola

Siri Knudsen       Aavo Lang
## FINANCIAL REPORT, 2016

Currency Euro

<table>
<thead>
<tr>
<th>Ingoing balance 2016-01-01</th>
<th>219 419</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
</tr>
<tr>
<td>Membership fees</td>
<td>10 995</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>750</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>11 745</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>The board (meetings/annual meeting)</td>
<td>14 412</td>
</tr>
<tr>
<td>FELASA annual fee</td>
<td>2 410</td>
</tr>
<tr>
<td>FELASA board travel costs</td>
<td>2 607</td>
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<tr>
<td>ICLAS annual fee</td>
<td>331</td>
</tr>
<tr>
<td>AGM Brussels (meeting room)</td>
<td>302</td>
</tr>
<tr>
<td>Scand-LAS Norway 2018</td>
<td>283</td>
</tr>
<tr>
<td>Travel grants</td>
<td>6 000</td>
</tr>
<tr>
<td>Local activity support</td>
<td>1 500</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>5 262</td>
</tr>
<tr>
<td>Secretariat</td>
<td>4 963</td>
</tr>
<tr>
<td>Office supplies</td>
<td>189</td>
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<tr>
<td>Website</td>
<td>859</td>
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<tr>
<td>Boards disposal</td>
<td>452</td>
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<tr>
<td>Bank charges</td>
<td>505</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>39 535</td>
</tr>
<tr>
<td><strong>Result 2016</strong></td>
<td>-27 790</td>
</tr>
<tr>
<td><strong>Outgoing balance 2016-12-31</strong></td>
<td>191 629</td>
</tr>
</tbody>
</table>
AUDITOR'S REPORT

We, signing auditors, appointed of Scand-LAS 46th ordinary Annual meeting in Square Brussels meeting centre, Brussels, Belgium, June 15th, 2016, will hereby give our Report.

The examination has been made of Annual Financial Report and Report of the Board of Scand-LAS Denmark / Estonia / Finland / Norway / Sweden Administration for year 2016. The Board is responsible for all financial reports and administration.

We have made examination of important decision and state of affairs in the association to estimate if any of the members of the board has made action against the Association statutory.

We found that the members of the Board have not made any action against the Associations statutory and we will therefore suggest the Annual meeting to adopt the report and accounts for year 2016.

Umeå, Sweden and Tartu, Estonia in April 2017

[Signature]

Anders Thornell

[Signature]

Kai Ökva

[Signature]
ACTIVITY PLAN 2017

Scand-LAS emphasises continuous education and training, co-operation between Scand-LAS member countries as well as other European countries, and exchange of knowledge and information in the field of laboratory science. All the members are encouraged to take part in Scand-LAS activities in their own country and in the other Scand-LAS countries.

1. Annual meeting and educational days
The Annual General Meeting and Educational Days 2017 will be held in Copenhagen, Denmark May 30th – June 2nd.

2. Scand-LAS secretariat
Scand-LAS secretariat is located in Stockholm and run by Pia Hägg Haraldson.

3. Scand-LAS working groups
Scand-LAS has three active working groups at the moment that will continue their work during 2017.

The Scand-LAS working group on education and professional development (WG-EPD) was established in autumn of 2012. The convener of the group in 2017 will be Ulla-Marjut Jaakkola, and the members are Klas Abelson, Jakob le Fèvre Harslund, Anders Forslid, Siri Knudsen, Toomas Tiirats, Hanna-Marja Voipio. The group is focusing on the continuous professional development and harmonisation of the education in the Scand-LAS member countries. In practice, the group aims to identify, initiate and coordinate education and CPD activities in Scand-LAS member countries.

The Scand-LAS working group on membership was established in 2014. The group is chaired by Elin Spangenberg, and the members are Klas Abelson, Ulla-Marjut Jaakkola and Jörgen Jönsson. This group is working on how to attract more members to Scand-LAS, and how to make the membership even more attractive to all members, new as well as old ones.

The Scand-LAS Working Group on long-term financial strategy was established in 2016, and shall work on a strategic plan for Scand-LAS future financial needs. The members are Klas Abelson, Anders Forslid and Pia Hägg Haraldson.

4. Awards, scholarships, local activity support and grants

Scholarships for attending Scand-LAS meetings
In 2017, 15 scholarships of 650 Euro each will be given, to support members to participate in the annual meeting.

Local activity support
Local activity support can be applied freely during the year, and several seminars and courses have been organised with the help of this support. Support is especially important considering the continuous education of those Scand-LAS members who are not able to participate in the annual symposium and educational days or prefer having education in their own language. Members in each country are encouraged to organise seminars and apply for the Scand-LAS support.
Grants for Continuous Professional Development (CPD)
The aim of the Scand-LAS CPD grant is to support a person’s continuous education plans, and
cover costs up to 1000 Euro e.g. for participating in a laboratory animal science meeting other
than the Scand-LAS symposium, visiting a relevant institute or laboratory, taking a particular
course or other education etc. The grant is open for applications from animal technicians,
biomedical laboratory technicians, PhD students, postgraduate junior scientists and non-scientific
personnel such as facility managers and veterinarians.

5. Information channels
Scand-LAS website www.scandlas.org is under continuous improvement by the webmaster
together with the board. Members are encouraged to visit the website regularly to keep in touch
with Scand-LAS daily life. Members are also encouraged to contribute. Feel free to send ideas
for the pages; tell what is missing and needed there, and send information about the local
activities in your own country.

Scand-LAS newsletter is published regularly, with approximately four issued per year.
The newsletter is an easy way to give short news and current activities.

To publish items on the website or in the newsletter, contact webmaster@scandlas.org or your
national board representative.

The Journal is now fully functioning again, and can be accessed at www.sjlas.org. The Editorial
Board are still working with improving the submission system and publishing system and
attracting more sponsors in order to re-establish the confidence in the Journal, and make it an
attractive alternative for scientists to publish their work in laboratory animal science.

7. International connections
Scand-LAS has close relationships to many international organisations. In FELASA, Scand-LAS
is one of the largest associations, and our representatives in FELASA’s board of management
and executive committee are actively spreading and gathering information for FELASA
purposes.

During 2017, Siri Knudsen and Ulla-Marjut Jaakkola are the Scand-LAS representatives in the
Board of Management. Scand-LAS is also very well represented in the Executive Committee:
Hanna-Marja Voipio is serving as President and Klas Abelson is serving as Honorary Treasurer.

FELASA is an important organisation in many matters of laboratory animal science in Europe,
and due to its many collaborations and liaisons with other organisations, FELASA plays an
important role in the implementation of the Directive 2010/63/EU. Several working groups are
working with recommendations which will be updated to follow the renewed Directive.

Scand-LAS has been a member of ICLAS since the 70’s. However, Scand-LAS is no longer
represented in the governing board.

On behalf of the Scand-LAS board,

Klas Abelson

President
BUDGET proposal for 2017

Currency Euro

<table>
<thead>
<tr>
<th>Ingoing balance 2016-01-01</th>
<th>191 629</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
</tr>
<tr>
<td>Membership fees</td>
<td>11 000</td>
</tr>
<tr>
<td>Donations</td>
<td>150</td>
</tr>
<tr>
<td>Scand-LAS Copenhagen 2017</td>
<td>275 000</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>5 000</td>
</tr>
<tr>
<td>Bank interest</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>291 160</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>The board (meetings/annual meeting)</td>
<td>15 000</td>
</tr>
<tr>
<td>FELASA annual fee</td>
<td>2 800</td>
</tr>
<tr>
<td>FELASA board travel costs</td>
<td>2 000</td>
</tr>
<tr>
<td>ICLAS annual fee</td>
<td>340</td>
</tr>
<tr>
<td>Scand-LAS Copenhagen 2017</td>
<td>238 000</td>
</tr>
<tr>
<td>Scand-LAS Norway 2018</td>
<td>2 500</td>
</tr>
<tr>
<td>Scholarships</td>
<td>9 750</td>
</tr>
<tr>
<td>CPD grants (Travel grants)</td>
<td>5 000</td>
</tr>
<tr>
<td>Local activity support</td>
<td>3 000</td>
</tr>
<tr>
<td>Working groups</td>
<td>200</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>5 000</td>
</tr>
<tr>
<td>Secretariat</td>
<td>5 000</td>
</tr>
<tr>
<td>Office supplies</td>
<td>500</td>
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<tr>
<td>Website</td>
<td>1 000</td>
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<td>Boards disposal</td>
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<td>Bank charges</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>291 090</td>
</tr>
<tr>
<td><strong>Result 2017</strong></td>
<td>70</td>
</tr>
<tr>
<td><strong>Outgoing balance 2017-12-31</strong></td>
<td>191 699</td>
</tr>
</tbody>
</table>
ELECTIONS

Suggestion from the Nomination Committee for Scand-LAS governing board members and substitutes year 2017.

This year 2017 the annual meeting should elect board members and substitutes from Denmark, Estonia and Finland.

The Nomination committee suggests:

**Denmark:**

Stine Louise Hansen  
Ordinary board member

Jakob le Fèvre Harslund  
Substitute

**Estonia:**

David Arney  
Ordinary board member

Toomas Tiirats  
Substitute

**Finland:**

Ulla-Marjut Jaakkola  
Ordinary board member

Anna Meller  
Substitute

**Auditors:**

Anders Thornell, Sweden  
Ordinary

Ann-Christine Eklöf, Sweden  
Ordinary

Satu Mering, Finland  
Substitute

Otto Meyer, Denmark  
Substitute

Date: Huddinge, Sweden in April, 2017

Katarina Cvek  
Convener of the Nomination Committee
LETTER OF ATTORNEY

PROXY FOR THE ANNUAL MEETING 2017

Hereby I give proxy to

...........................................................................................................................................................................

.....................

To use my right to vote, at the annual meeting of Scand-LAS in Copenhagen, Denmark, May 31st, 2017

(Your name)

_________________________ 2017

(Date)

Witnessing: ________________________________

N.B. Members are only allowed to have one proxy beside his/hers own vote.