Scand-LAS
50th Annual General Meeting
16 June, 2020
Online via Zoom
Annual General Meeting 2020

The 50th Annual General Meeting (AGM) of Scandinavian Society for Laboratory Animal Science (Scand-LAS) will take place the 16th of June 2020

Place: The AGM will be held as an online meeting via Zoom

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 for 2019
9. Presentation of the Auditors’ report for 2019
10. Acceptance of financial statement for 2019
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 the President for the accounting year 2021 and 2022
14. Election of Board Members (including substitutes) from Norway and Sweden for the accounting year 2021 and 2022.
15. Election of auditors and substitutes for the accounting year 2021
16. Processing of proposals submitted to the Board no less than 8 weeks prior to the meeting
17. Processing of questions from the Board and the Accountant
18. Processing of questions arising during the meeting
19. Determination of membership fee for the coming year
20. Election of Nomination committees for the accounting year 2021
21. Information from the Board
22. Announcement of the time and place of next meeting
23. Other proposals to be laid before the AGM
24. Closing of the meeting.

On behalf of the board

Klas Abelson

THE BOARD

The Board had the following composition:

President Klas Abelson, Denmark

Members
Stine Louise Hansen, Denmark
David Arney, Estonia,
Ulla-Marjut Jaakkola, Finland
Joanna Godawa Stormark, Norway
Anders Forslid, Sweden

Substitutes
Jakob le Fèvre Harslund, Denmark
Toomas Tiirats, Estonia
Anna Meller, Finland
Siv Eggen, Norway
Madeleine Le Grevés, Sweden

The inaugural meeting was held 8/2.
There have been two regular Board meetings during the period.
The regular meetings was held 8/2 and 17/10 in 2019.

ANNUAL MEETING

The annual meeting was held on June 12th, 2019 at Prague Congress Centre, Prague, Czech Republic.

There were 41 members with voting rights present representing 5 member countries.

The auditors and their substitutes elected to review the financial year 2019 were:

Regular
Ann-Christine Eklöf, Sweden
Anders Thornell, Sweden

Substitutes
Peter Bollen, Denmark
Satu Mering, Finland

ANNUAL FEE

The annual fee for 2019 has been € 30.
NOMINATION COMMITTEE

The Nomination committee for 2019 consisted of the following members:

National nomination committees
- Denmark: Jann Hau (chairman), Jan Ottesen, Benedict Kjaergaard
- Estonia: Aavo Lang (chairman), Andres Aland, Heli Säre
- Finland: Emra Yatkin (chairman), Niina Kemppinen, Brian Mphande
- Norway: Adrian Smith (chairman), Aurora Brønstad, Gerd Signe Salvesen
- Sweden: Katarina Cvek (chairman), Jörgen Jönsson, Åsa Holmberg.

Katarina Cvek was 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.

Four newsletters were published in 2019. The editor of the newsletter was Joanna Godawa Stormark. The newsletters were distributed to the 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 secretary@scandlas.org or president@scandlas.org.
THE SOCIETY’S JOURNAL


The editorial board has one member from each Scand-LAS country. The national editors have been regularly replaced, one each year, until the Scand-LAS AGM in 2018, where the Scand-LAS bylaws were changed to make replacing more flexible. From 2019 on, the editor-in-chief appoints the editors, one from each country, when necessary. Hanna-Marja Voipio (Finland) held the position of the editor-in-chief and was elected to her second and final 5-year term in 2019. The national editors were Klas Abelson (Denmark); Aavo Lang (Estonia); Emrah Yatkin (Finland) and Gerit Pfuhl (Norway). The editorial board missed an editor from Sweden. Niina Kemppinen (Finland), worked as the Administrative Editor and Tinde Päivärinta (Finland), as the Designer.

Gerit left the editorial board at the end of the year: we thank cordially for Gerit’s great input and her fresh ideas to improve the quality of the journal. The editorial board worked by e-mail and via the Open Journal publishing system.

Five articles were published in the Volume 45 (2019). There were altogether 38 submissions of which three were accepted for publication.

The application process for including SJLAS in PubMED Central continued with many necessary changes in the contents of the website, guidance and policy documents. Furthermore, all the old articles 1976-2000 were scanned and added in the journal archive. Especial thank for this huge work goes to Otto Kalliokoski at the University of Copenhagen.

Co-operation with sponsors and advertisers continued and currently we have six contract sponsors. Potential sponsors are actively contacted with nice sponsoring opportunities. The main challenge is to attract good quality submissions – we encourage all the members to submit their articles in our own journal.

THE 49th ANNUAL MEETING 2019 IN PRAGUE, CZECH REPUBLIC
The Annual General Meeting 2019 was held in Prague, Czech Republics in June, in connection with the FELASA Congress.

SCHOLARSHIPS AND CPD GRANTS

In 2019, no scholarships were given, since no Scand-LAS conference was organized.

Fifteen Scand-LAS Continuing Professional Development (CPD) grants of 1000 Euro each were given in 2019. The CPD was founded to support members to participate in other activities for professional development.
The grantees were:

For participation in the FELASA conference in Prague, Czech Republic:
Mette Jørgensen, Denmark
Harikrishnan Vijayakumar Sreelatha, Denmark/India
Helen Otterå, Norway
Lene Bregnholt Larsen, Denmark
Mia Schou Berke, Denmark
Royford Mwobobia, Denmark
Daniel Kyhlman Hansen, Denmark
Brian Mphande, Finland
Helene Stuart, Norway
Suzanne Brandt, Norway
Camilla Ekenstierna, Sweden
Eva-Karin Atterhag, Sweden
Jenny Werner, Sweden
Sandra Olsson, Sweden

For participation in a course on anaesthesia in Sheffield, UK:
Pia Ekeland, Sweden

LOCAL ACTIVITIES IN 2019

During 2019, Scand-LAS supported the following local activity with 1500 euro.

FinLAS (Finnish Laboratory Animal Science Association) was organizing a two-day autumn seminar in Tampere, Finland, 21-22 November 2019.

The seminar was directed to all persons involved in the area of Laboratory Animal Science, the topic was “Zebra fish in research - Rodents’ new handling techniques”.

WORKING GROUPS AND COMMITTEES

Scand-LAS had during 2019 one committee and one working group (WG). The Committee on Education and Professional Development (EPD) that was established as a WG in 2012 and turned in to a permanent committee in 2018. The objective of the committee is to further strengthen Scand-LAS focus on education, training and continuing professional development. The members in 2019 were Klas Abelson, Jakob le Fèvre Harslund, Anders Forslid, Ulla-Marjut Jaakkola, Siri Knudsen, Toomas Tiirats and Hanna-Marja Voipio. The committee had no meetings or activities in 2019.

The WG on Membership that was established during 2014 continued the work with 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 group was chaired by Elin Spangenberg, and the members were Klas Abelson, Ulla-Marjut Jaakkola and Jörgen Jönsson. By the end of 2019, the group was considered to have finished its task and the board decided to terminate the working group.
INFORMATION ON FELASA ACTIVITIES IN 2019

Scand-LAS was part of the foundation of FELASA (Federation of European Laboratory Animal Science Associations) in 1978, and we are now one of 21 member associations. Our role has been very active during the years. During 2019, two Scand-LAS members were part of the FELASA Executive Committee (EC) - Hanna-Marja Voipio served as past president and Klas Abelson served as Honorary Treasurer. David Arney and Ulla-Marjut Jaakkola were the Scand-LAS representatives in the FELASA Board of Management (BoM).

The FELASA BoM met twice in 2019 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 FELASA triennial conference was held in Prague, Czech Republic, 10-13 June 2019.

A key action of FELASA is its expert working groups with current topics. The results of the groups are usually published in Laboratory Animals or on FELASAs website as FELASA recommendations. In 2019, Scand-LAS had representatives in the following active working groups:

- **WG on farm animals – Health and Welfare of Ruminants and Pigs**
  Scand-LAS is represented by Marianne Oropeza-Moe

- **Humane killing of laboratory fish**
  Scand-LAS is represented by Pia Rengtved Lundgaard and Kristine von Krogh

- **FELASA-EFAT Working Group on Harmonisation of Education, Training and CPD for laboratory animal caretakers and technicians**
  Scand-LAS is represented by Klas Abelson (convener of the WG)

- **Rehoming of animals used for scientific and educational purposes**
  Scand-LAS is is represented by Lars Friis Mikkelsen

The following working group reports with Scand-LAS representatives were published in 2019:

- **Revised recommendations for health monitoring of non-human primate colonies (2018):**
  FELASA Working Group Report
  [https://doi.org/10.1177%2F0023677219844541](https://doi.org/10.1177%2F0023677219844541)
  Scand-LAS was represented by Mats Spångberg

- **Zebrafish: Housing and husbandry recommendations**
  [https://doi.org/10.1177%2F0023677219869037](https://doi.org/10.1177%2F0023677219869037)
  Scand-LAS was represented by Susan Warner
INFORMATION ON ICLAS ACTIVITIES IN 2019

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, please visit http://iclas.org.

SCAND-LAS MEMBERS

In 2019 Scand-LAS had members in the following countries:

<table>
<thead>
<tr>
<th>Country</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Denmark</td>
<td>112</td>
</tr>
<tr>
<td>Estonia</td>
<td>9</td>
</tr>
<tr>
<td>Finland</td>
<td>29</td>
</tr>
<tr>
<td>Great Britain</td>
<td>2</td>
</tr>
<tr>
<td>Greece</td>
<td>2</td>
</tr>
<tr>
<td>Hungary</td>
<td>1</td>
</tr>
<tr>
<td>Iceland</td>
<td>1</td>
</tr>
<tr>
<td>India</td>
<td>1</td>
</tr>
<tr>
<td>Italy</td>
<td>1</td>
</tr>
<tr>
<td>Norway</td>
<td>52</td>
</tr>
<tr>
<td>Sweden</td>
<td>73</td>
</tr>
<tr>
<td>The Netherlands</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>285</strong></td>
</tr>
</tbody>
</table>

CLOSING REMARKS

The Scand-LAS year of 2019 was, as always, an eventful year. The AGM was held in connection to a very successful FELASA conference in Prague, and given Scand-LAS’ strong financial situation, we were able to give out many grants to facilitate our members’ participation in the conference. Scand-LAS was therefore well represented in Prague.

The number of members have declined over the past years. This is not a desired development, and even though the board decided to terminate the working group on membership in 2019, we will continue to work for increasing the number of members. Without members – no Scand-LAS.

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  Stine Louise Hansen

Anders Forslid  Ulla-Marjut Jaakkola

Joanna Godawa Stormark  David Arney
## FINANCIAL REPORT, 2019

Currency Euro

<table>
<thead>
<tr>
<th>Ingoing balance 2019-01-01</th>
<th>271 151</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
</tr>
<tr>
<td>Membership fees</td>
<td>8 593</td>
</tr>
<tr>
<td>Donations</td>
<td>20</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>3 250</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>11 863</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>The board (meetings/annual meeting)</td>
<td>10 367</td>
</tr>
<tr>
<td>FELASA annual fee</td>
<td>2 953</td>
</tr>
<tr>
<td>FELASA board travel costs</td>
<td>474</td>
</tr>
<tr>
<td>ICLAS annual fee</td>
<td>357</td>
</tr>
<tr>
<td>AGM FELASA year 2019</td>
<td>720</td>
</tr>
<tr>
<td>Scand-LAS Estonia 2020</td>
<td>256</td>
</tr>
<tr>
<td>CPD grants</td>
<td>13 000</td>
</tr>
<tr>
<td>Local activity support</td>
<td>1 500</td>
</tr>
<tr>
<td>SJLAS (The Journal)</td>
<td>10 683</td>
</tr>
<tr>
<td>Secretariat</td>
<td>5 000</td>
</tr>
<tr>
<td>Office supplies</td>
<td>470</td>
</tr>
<tr>
<td>Website</td>
<td>759</td>
</tr>
<tr>
<td>Boards disposal</td>
<td>193</td>
</tr>
<tr>
<td>Bank charges</td>
<td>505</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>47 237</td>
</tr>
<tr>
<td><strong>Result 2019</strong></td>
<td>-35 374</td>
</tr>
<tr>
<td><strong>Outgoing balance 2019-12-31</strong></td>
<td>235 777</td>
</tr>
</tbody>
</table>
AUDITOR’S REPORT

We, signing auditors, appointed of Scand-LAS 48th ordinary Annual meeting in Kristiansand Norway, April 27, 2018, 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 2019. 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 2019.

Umeå and Stockholm, Sweden in March 2020

[Signatures]
Anders Thornell        Ann-Christine Eklöf
ACTIVITY PLAN 2020

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 the Scand-LAS conference 2020 was planned to be held in Tallinn, Estonia 13-15 May. However, due to the pandemic outbreak of covid-19, the conference in Tallinn is postponed to 13-15 April 2021.

The Annual General Meeting 2020 will instead be held 16 June, online via Zoom.

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

3. Scand-LAS working groups and committees
The Scand-LAS working group on education and professional development (WG-EPD) was established in autumn of 2012. In 2018, it was decided that the WG should be transformed into a permanent committee. In 2020, the committee changed its name to the Scand-LAS committee for education and training. Members in the committee in 2020 are Klas Abelson, Siri Knudsen, Toomas Tiirats and Hanna-Marja Voipio.

4. Awards, scholarships, grants and local activity support

Scholarships for attending Scand-LAS meetings
In 2020, Scand-LAS will give 14 scholarships of 850 Euros each, to facilitate members’ participation in the Tallinn conference. Due to the postponement of the conference, all granted scholarships are transferred to 2021.

Grants for Continuing 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. In 2020, the board has budgeted with 3 CPD grants à 1000 Euros each.

Local activity support
Local activity support can be applied for organising seminars, workshops or courses in one of the Scand-LAS countries. Support is especially important considering the continuing 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.
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 issues 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.

Scand-LAS is also present on social media, with member groups on Facebook and LinkedIn.

The Journal 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 2020, David Arney and Joanna Stormark are the Scand-LAS representatives in the Board of Management. Scand-LAS is also represented in the Executive Committee, where 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 expert working groups are working with recommendations on several aspects of laboratory animal science.

Scand-LAS is also a member of ICLAS.

On behalf of the Scand-LAS board,

Klas Abelson
President
BUDGET proposal for 2020

Currency Euro

<table>
<thead>
<tr>
<th>Ingoing balance 2020-01-01</th>
<th>235 777</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
</tr>
<tr>
<td>Membership fees</td>
<td>9 000</td>
</tr>
<tr>
<td>Donations</td>
<td>1 00</td>
</tr>
<tr>
<td>Scand-LAS Estonia 2020</td>
<td>0</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>14 110</td>
</tr>
</tbody>
</table>

| **Expenses**               |         |
| The board (meetings/annual meeting) | 4 300   |
| FELASA annual fee          | 2 950   |
| FELASA board travel costs  | 1 000   |
| ICLAS annual fee           | 350     |
| Scand-LAS Estonia 2021     | 1 000   |
| Scholarships               | 0       |
| CPD grants                  | 3 000   |
| Local activity support     | 3 000   |
| Working groups             | 200     |
| SJLAS (The Journal)        | 5 000   |
| Secretariat                | 5 000   |
| Office supplies            | 500     |
| Website                    | 1 000   |
| Boards disposal            | 500     |
| Bank charges               | 500     |
| **Total Expenses**         | 28 300  |

**Result 2020**

-14 190

<table>
<thead>
<tr>
<th>Outgoing balance 2020-12-31</th>
<th>221 587</th>
</tr>
</thead>
</table>
**ELECTIONS**

Suggestion from the Nomination Committee for Scand-LAS governing board members and substitutes for the accounting years 2021 and 2022.

This year the annual meeting should elect board members and substitutes from Norway and Sweden.

The Nomination committee suggests:

**Scand-LAS President:**
Siri Knudsen, Norway

**Norway:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joanna Godawa Stormark</td>
<td>Ordinary board member</td>
</tr>
<tr>
<td>Siv Eggen</td>
<td>Substitute</td>
</tr>
</tbody>
</table>

**Sweden:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Madeleine Le Grevés</td>
<td>Ordinary board member</td>
</tr>
<tr>
<td>Anders Forslid</td>
<td>Substitute</td>
</tr>
</tbody>
</table>

**Auditors for the accounting year 2021:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ann-Christine Eklöf, Sweden</td>
<td>Ordinary</td>
</tr>
<tr>
<td>Anders Thornell, Sweden</td>
<td>Ordinary</td>
</tr>
<tr>
<td>Hanna Miettinen, Finland</td>
<td>Substitute</td>
</tr>
<tr>
<td>Solveig Tjäder, Sweden</td>
<td>Substitute</td>
</tr>
</tbody>
</table>
National nomination committees for 2021:

Denmark:
Kirstine Øvlisen, Sigridur Olga Magnusdottir, Lene Bregnholt Larsen

Estonia:
Andres Aland, Heli Säre, Aavo Lang

Finland:
Niina Kemppinen (chairman), Brian Mhpande, Emrah Yatkin

Norway:
Adrian Smith (chairman), Aurora Brønstad, Gerd Salvesen

Sweden:
Viveka Hillegaard (chairman), Sara Lundgvist, Kristina Edvardsson, Jörgen Jönsson

Convenor for the Nomination Committee:
Lene Bregnholt Larsen

Date: Copenhagen, Denmark, in April 2020
Lene Bregnholt Larsen
Convener of the Nomination Committee
LETTER OF ATTORNEY

PROXY FOR THE ANNUAL GENERAL MEETING 2020

Hereby I give proxy to

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

to use my right to vote, at the annual meeting of Scand-LAS via Zoom, 16 June 2020.

______________________________
(Your name)

______________________________ 2020
(Date)

Witnessing: ________________________________

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