

**MINUTES OF THE SEGH BOARD MEETING HELD ON 22<sup>ND</sup> AUGUST 2023 AT 1pm  
(WAT) ON ZOOM**

Agenda:

1. Apologies
2. Minutes of the last meeting
3. Matters arising from the last Minutes
4. Report on Greece 2023 Conference
5. Report on Membership and Finance
6. Website updates
7. Report on Fellows' Matters
8. Report from EGAH Editors-in Chief
9. Report on ECR Matters
10. Other Business
  - (i) Updates on preparations for Abuja 2024
  - (ii) Editorial from SEGH Board
11. Adjournment and Closing

Attendance:

- |                 |                      |
|-----------------|----------------------|
| 1. A Olatunji   | 11. F Ajayi          |
| 2. B Kaninga    | 12. F Onyangore      |
| 3. O Osano      | 13. C Prater         |
| 4. C Monteiro   | 14. JK Biswas        |
| 5. A Hursthouse | 15. J Olajide-Kayode |
| 6. O Humphrey   |                      |
| 7. M Gabersek   |                      |
| 8. A Argyraki   |                      |
| 9. M Abdou      |                      |
| 10. T Laniyan   |                      |

AO welcomed all to the meeting, especially those who were attending their first Board Meeting. He gave a run down of the Agenda for the day.

1. Apologies were received from:

1. Michael Watts
2. Diane Purchase
3. Gillian Gibson
4. Keith Torrance

2. The minutes of the last meeting was summarised by AO and it was adopted as the correct record of proceedings at the last meeting, subject to minor corrections. The motion for the adoption of the minutes was moved by OO.

3. The matters that arose from the minutes were also listed as substantive items on the Agenda and were taken as such.

4. AA reported that the Conference was successful, judging from the feedback survey from the attendees. She expressed her delight on the turnout as the Conference had 138 participants. AO thanks AA on behalf of the members of SEGHA for hosting a well-organised Conference.

AA gave the Conference Report, and the issue that arose about the membership fees for new and existing members was discussed and resolved. It was reiterated that financially updated members who pay the Conference registration fees will have an additional year added to whatever the validity of their membership was at the time they registered for the Conference. AA suggested that the validity dates for membership should be sent to new members or existing members who renew, for their proper record. AO added that the membership certificate that has been introduced will solve the problem of mix up in membership validity, as the certificates would include dates.

AA stated that there are plans to do a Special Issue from the Conference as participants had shown interest in publishing in it. She added that the matter will be further discussed with the Es-i-C of EGAH. The papers will be collated until the end of 2023, and processed until April 2024, so that the Issue would be out possibly before the Nigeria 2024 Conference. The Board expressed support and approval for the idea.

AO enjoined all Board Members to take a cue from AA, and start by organising smaller events (e.g. online) in their Regions to further promote the SEGHA to the larger scientific community. This he said, will prepare members for bigger tasks such as hosting an SEGHA Conference.

It was agreed that JO should circulate the Conference Report to all Board Members.

**Actions:**

**(i) JO to circulate Conference Report to all Board Members (Status: Done).**

**(ii) AA to discuss the proposal on the Special Issue from the Greece 2023 Conference with the EGAH Es-i-C.**

**(iii) AO, on behalf of the Board, to write AA and her Organizing Committee a Letter of Appreciation for a successfully hosted Conference.**

5. JO reported on behalf of Keith Torrance, that the balance in the account (as of 16 August, 2023) was about £4,404. This total, he said, reflected the subscription bill paid to Springer for EGAH; which was £1931.35. He added that the balance presented did not include any membership contributions from the Athens conference in July, which was still to be finalized at the time. He expressed concern, however, on membership renewal. For the first 4 months of the new financial year (beginning April 1), only £485.22 had been received in membership dues

(minus contributions from registrants for the Athens conference). He stated that this was well short of the £4101.83 which the Society got from membership renewal in 2022.

AO, in his response, expressed hope that when the membership subscription from the conference registration was accounted for, the membership subscription inflow would be better. He also enjoined the Secretary to remind members who did not attend/register for the Athens conference to renew their memberships. OO suggested that the Secretariat should get a list of members from the last 5 years, and send reminders on membership renewals to all. JO added that when the membership database is switched to another platform as planned, the reminders on membership dues will be auto-generated, and this will make due renewals easier for members. JKB added that the Membership Certificate of Board Members could have it stated there as so.

**Actions:**

- 1. JO to send reminders on membership renewal to members (Status: Done).**
- 2. Membership Certificates should be issued to financially updated members.**
- 3. The database needs to be streamlined to avoid issues associated with due renewals.**

6. OH gave website updates covering the period 20 June to 21 August, 2023. In that period, there were 266 users; with a spike during the Conference period. Visits to the website by Country was led by Greece, followed by UK and Nigeria. The “Welcome to SEGH2023”, landing page and “Join SEGH” pages were the most visited, followed by the Blog, Board Members and “SEGHLive Videos” pages. Board members were again reminded to write a blog, to improve traffic to the website. He stated that four blogs were expected from the SEGH2023 ECR winners. OO suggested that there should be reminders sent to members on the blog. AO requested that a Board Member should volunteer to send the reminders. TL offered to send reminders to all.

**Actions:**

- 1. Members to improve on publicity of all SEGH activities, and write blogs for the website.**
- 2. TL to send periodic reminders to Board Members on submitting their blogs (Status: Ongoing).**

7. AH reported that seven more Fellows had been elected for the Society. This, he stated, had been written in a blog on the website by Gillian Gibson. He added that the new Fellows will be included on the Fellows’ Seminar list to give talks in the following months. The talks will focus on the next 50 years of the Society.

AO, who spoke on behalf of the newly elected Fellows, thanked the Society for considering them worthy to be part of the SEGH Fellows.

8. There was no report as both Es-i-C sent in their apologies for inability to attend the meeting.

9. AA reported that the ECRs had set up a LinkedIn page for effective communication and initiative planning. Though the ECRs are to have their own governance structure, the Board would provide supervisory assistance/direction. AA stated that an ECR (Matteo Serra) is keen to be part of the ECR drive and to assist the webmaster with the Social Media pages of the Society.

Matteo also prepared a document, to serve as a Plan of Action for the ECR Network, which will be considered by the ECR Steering Committee for possible modification/adoption.

AO enlisted MA as a member of the Steering Committee. He encouraged members of the Board who are ECRs to be more involved to further drive the ECR initiative, together with AA and KT.

**Actions:**

- 1. ECR Steering Committee to consider ECR *Action Plan* document, for possible modification/implementation (Status: Done).**
- 2. ECR Steering Committee to meet with coordinators of the Group.**

10 (i) AO reported that discussions had begun with OH, for setting up the Conference link on the SEGh website. The details of the Conference will be posted on the website by September and registration can commence. The proposed fees were stated and AA added that Students rates need to be included to the fees suggested. Suggestions were made and the rates were agreed. AO added that members of the Board would be used as possible Plenary Speakers.

(ii) AO reiterated the need for the Board to step up plans on the Editorial. Board members, when asked, were unanimous in their willingness to be co-authors on the next SEGh Editorial. AO to start a draft on the Editorial to send to all members.

**Action:**

**Draft of Editorial to be ready for consideration before the next Board Meeting.**

12. AO thanked all for their time, and the meeting was unanimously adjourned and ended at 2:15pm WAT.