

INTERNATIONAL FEDERATION OF SOCIETIES OF COSMETIC CHEMISTS  
Minutes of the Praesidium Meeting held on Sunday 5 April 2009  
at the Hilton Sandton Hotel, Johannesburg, South Africa

Present:	Mr X Romeu	President (Spain)	Present
	Prof J Wiechers	Immediate Past President (The Netherlands)	Present
	Mr G Greenoak	Vice-President (Australia)	Present
	Miss J Beerling	Treasurer (UK)	Present
	Mrs A Hunt	Hon Secretary (France)	Present
	Dr A Martin	Committee Member No 3 (Argentina)	Present
	Prof P Krisadaphong	Committee Member No 2 (Thailand)	Apologies
	Mr R Gardiner	Committee Member No 1 (South Africa)	Present
	Dr F Kanda	Chair, Science Committee (Japan)	Present
	Mrs A Wyatt	Chair, Education Committee (USA)	Present
	Dr H Schmidt-Lewerkuehne	Chair, Publications Committee (Germany)	Present
	Mr A Georgalas	Chair, PR Committee (USA)	Present
	Dr O S Lee	Deputy Chair of Science Committee (Korea)	Apologies
	Mrs L K Weston	Secretary General (UK)	Present

By Invitation:

Ms C Oberrauter	President, South African Society	Present
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1 **OPENING**

The President opened the meeting and welcomed everyone to the Southern Hemisphere. Thanks to Coschem for their invitation to come to South Africa. He particularly welcomed Conny Oberrauter, President of Coschem, to the meeting.

1.1 Apologies for Absence

Apologies have been received from Prof Krisadaphong and Dr Ok Sub Lee.

1.2 Annual Report of the President

The Annual Report will be sent out with the Agenda for the Council Meeting in Melbourne. The President stated that he was encouraged to see everyone at the meeting during these difficult times. He was very pleased to hear that the first of the Ecaterina Merica Educational Programmes held in Ecuador and Guatemala had gone very well indeed. He thanked Mrs Wyatt for her assistance in setting this up and organising it, and to Miss Beerling who was one of the speakers (together with Dr Luigi Rigano).

He was looking forward to the celebrations of the 50<sup>th</sup> Anniversary in Melbourne, and to the special issue of the Magazine.

As far as Mr Romeu was concerned, as President, he said that he, together with Mrs Weston, had attended the 50<sup>th</sup> Anniversary Celebration of the Italian Society. He would repeat the presentation that he gave there, duly amended, to Coschem at the IFSCC Educational meeting the following day. Dr Lucio Laserna had also been there, promoting the Argentina Congress in 2010. The President had also been to Portugal where he had also made a promotion of the IFSCC. Future presentations will be made in Israel in May, and in Turkey in the summer. He will discuss with Turkey about the Ecaterina Merica programme.

He would also be promoting the Benefactor Programme during In Cosmetics in Munich later in April.

2 **REPORT OF THE SECRETARIAT**

2.1 Acceptance of the Minutes of the Praesidium Meeting held on Sunday 5 October and Wednesday 8 October 2009 in Barcelona, Spain was proposed by Mrs Hunt, seconded by Mr Georgalas, and carried unanimously.

2.2 All actions would be covered under the various agenda headings.

2.3 Report of the Secretariat

Mrs Weston reported on the current situation with G T House whereby new tenants were due to take occupancy on the same floor as the IFSCC/SCS Office - which could result in ex-prisoners being in the building for rehabilitation. This was as well as a similar situation with young people on the second floor of the building. The Secretariat are therefore looking at other possible offices in the area.

With this in mind, the Secretary General has started to make plans to reduce the paperwork held in the office (old Minutes and Newsletters etc) for the SCS and asked if she could also do this for the IFSCC, which was thought to be a good idea. Once this had been done, copies of the CD's would be held on a remote server as a back up. **ACTION: LKW**

## 2.4 Membership

2.4.1 Middle Eastern Society has recently been formed incorporating Iran, Iraq, UAE and Syria. The official application for affiliation is awaited. The President thanked the Secretary General for her work in encouraging and assisting this Society in their formation.

2.4.2 Nigeria - nothing else has been heard.

2.4.3 Re South Africa - Mr Gardiner reported that approx 15% of their membership was from other African countries. If it became clear that there were more than 20 members (the minimum number required for a Society to apply for affiliation to the IFSCC), Mr Gardiner would inform Mrs Weston.

2.5 Topics raised by Member Societies - nothing had been raised.

## 3 REPORTS OF THE COMMITTEE CHAIRMEN

### 3.1 SCIENCE COMMITTEE

3.1.1 Awards at IFSCC Conferences - it was clear the Congresses and Conferences played different roles. Since 2003 when the IFSCC Conference Award was introduced, and these events had been reduced back to just one per year, most of the papers being presented are from the major Societies.

Dr Kanda reported on the Task Force meeting held in Paris in February 2009. At this meeting it had been agreed to retain just one award as at present. Further the Maison G de Navarre Award to be modified whereby the author (under 40) of the best presentation at a Conference would win a trip to the Congress the following year. This would hopefully encourage younger presenters at Conferences.

The Science Committee had also suggested that the IFSCC introduce a Host Society Award to encourage scientists of the local Society to participate. These suggestions would be put to the Praesidium and Council meeting in Buenos Aires and be implemented from 2011.

The President commented that there was a perceived difference in the 'amount' of the Maison G de Navarre Award. A presentation could have more than one author and this needed to be defined as well. It was also thought that a name change for the new modification would be a good idea and clearly identify the difference from the Essay Award. It was clear that the rules for this needed to be clearly looked at.

Miss Beerling was concerned about the Host Society Award, she felt that the Host Society should bear at least half of the cost and queried whether it would actually encourage local members to apply to join their Society. Would it encourage non members of a society from that country to actually join the Society? Mr Greenoak thought it would encourage local members to participate in an IFSCC Conference..

3.1.2 International Scientific Committee - discussion had taken place regarding the formation of such a Committee. It was felt that the main requirement was in fact to have a list of experts available to help evaluate the scientific content of abstracts for IFSCC Congresses and Conferences. It was hoped that experts could be found for all disciplines identified with Societies suggesting experts for this list. This will then form a Master List. The list held by Mrs Wyatt for the Education Programme could become the basis of such a list. **ACTION: FK**

3.1.3 Congress Posters that are Eligible to receive IFSCC points - there had been in the recent past differing ways of counting points for the posters. The rule applied in Barcelona was that at least one author of the poster MUST be present at the Congress for the poster to be eligible to be awarded points. This should be reported to the Council in Melbourne as a recognised rule. (NOTE: THIS FORMS PART OF THE OPS MANUAL SO DOES NOT NEED COUNCIL AGREEMENT).

3.1.4 KOSMET - Prof Krisdaphong was not present and no report had been received so nothing to report. POST MINUTE NOTE - a very brief report from Prof Krisadaphong was received after the meeting.

3.1.4.1 Re Monographs - Mr Georgalas to contact Roger McMullen to see how his Monograph on anti-oxidants was progressing. **ACTION: AG**

Dr Kanda proposed acceptance of the above. This was seconded by Mr Romeu and carried with one abstention.

## 3.2 EDUCATION COMMITTEE

3.2.1 ISP - Speakers had gone to New Zealand, Peru and Philippines in 2008. For 2009 there are no requests yet. For 2010 there had been a request from Colombia.

3.2.2 Educational Workshops - for 2009 these would be held in South Africa and Melbourne. In Australia they have done a Call for Workshops - they will decide on which speakers they require. There is 5000 CHF for this programme. For 2010 there may be an Educational Day depending on where the Praesidium Meeting will be held. Dr Wiechers reminded everyone that the IFSCC is willing to sponsor a speaker for both Colamiqc and ASCS meeting.

3.2.3 Ecaterina Merica Cosmetic Education Programme - Mrs Wyatt thanked Dr Wiechers for his assistance in setting up this programme. In 2009 this had been started in Ecuador and Guatemala in February with Miss Beerling and Dr Rigano. Later in the year there will be workshops in Romania/Bulgaria and Philippines/Indonesia. For the future they Societies will be asked what topics they want and then the IFSCC will decide on the speakers - so that speakers can be more fairly rotated. The local Society charges their delegates a small amount for catering etc as if it was totally free, it could be that members would register and then just not turn up.

Mrs Wyatt reported on the status of the rest of the workshops for 2009. There was a discrepancy regarding the number of members of the Indonesian Society and this had to be resolved before the workshop could be confirmed. Information from the Philippines was still awaited. In future the EM workshops will be decided on a year by year basis. There would possibly be 2 workshops in Latin America and another two, venues still to be decided.

Re International Speakers Programme - it was suggested that we write out to remind the eligible Societies about this. Mrs Weston would liaise with Mrs Wyatt over this.

Mrs Wyatt reminded everyone of the differences between the ISP, Education Workshops and the Ecaterina Merica Programme.

Re budgets, 60,000 CHF for 2009 and 50,000 CHF for 2010.

Finally she reported on the next steps for 2009 and 2010 on all the above programmes.

The Praesidium expressed its thanks to Mrs Wyatt for the enormous amount of work that she had done on the Education programmes of the IFSCC.

Mrs Wyatt proposed acceptance of her report which was seconded by Dr Wiechers and carried unanimously.

## 3.3 CONSTITUTION AND OPERATIONS COMMITTEE

Dr Wiechers reported on the meeting yesterday.

Ecaterina Merica Programme - the process for this will be written in the Ops Manul  
Praesidium Members - Dr Ok Sub Lee will retire from the Praesidium in Melbourne as will Dr Wiechers. Mr Jadir Nunes has been nominated by the Brazilian Society to come onto the Presidential track in Melbourne. The top 6 Societies (qualified) get a minimum of one place on the Praesidium. Other Zones get places according to the number of qualified Societies in that zone, plus 2. For Zone 3, US has 1 person (Mrs Wyatt), Brazil will have 1 (Mr Nunes). For the extra 2 - one place is taken by Mr Martin leaving one other place to be filled by someone else from Zone 3.

This now meant that we need one more member from Zone 1. This will be brought up at the Zone 1 meeting during the In Cosmetics meeting later in the month. Dr Schmidt-Lewerkuehne will notify all the Zone 1 representatives regarding this.

**ACTION: HS-L**

Mr Greenoak suggested that the IFSCC consider a dual presidency, one man and one woman, who would have to agree on leadership between themselves. No organisation has ever done this before, but he felt this should be tried. Everyone asked to give some thought to this as it would be brought up again.

Re China - Mr Greenoak had connections with the Australian Premier who speaks Chinese. He suggested he ask the Premier to invite a delegate from China to attend the Melbourne Conference, and perhaps the Premier would attend the Conference and open the event even. He asked the Praesidium if they agreed that he go ahead with this suggestion. The President thought this was a good idea, and wondered if the situation in China had changed from when an attempt was made some years ago for them to form a Society and apply

for affiliation (at that time China could not be an autonomous Society and would not therefore have been accepted as an affiliate). Some Praesidium members thought that there should not be a special 'case' for China. It was reiterated that members in China could join the Hong Kong Society which had been allowed to join the the IFSCC. Mr Greenoak proposed that the suggestion above was progressed - he would also ask Premier of Australia to open the confernece in Melbourne and extend a welcome to a Chinese delegation This was seconded by Miss Beerling and carried unanimously.

Dr Wiechers proposed acceptance of the report of the Constitution Committee. This was seconded by Mr Georgalas and carried unanimously.

### 3.4 PUBLIC RELATIONS

3.4.1 New IFSCC Logo - the final two suggestions were demonstrated. It was noted that one of the proposals was missing an 'of'! There was a suggestion to split the wording putting International Federation on the top line and Societies of Cosmetic Chemists on the lower line. These changes would be made and the final artwork to be sent to all members of the Praesidium. **ACTION: GG**

3.4.2 50<sup>th</sup> Anniversary celebrations  
Deadline for receipt of write ups, articles, reviews is 15 July 2009.

3.4.3 2009 Events - In Cosmetics in Munich, Melbourne and Colamiqc and brochures for the future evengts will be on display at the SCC suppliers day. For 2010 - In cosmetics in Paris, In Cosmetics Asia (venue unknown at present) and of course in Argentina.

3.4.4 Benefactors - plan to have more benefits to attract more Benefactors.

3.4.5 PR Committee to look for new members

3.4.6 Coordinate 50<sup>th</sup> Anniversary Cocktail party with ASCC.

The President said he had received an invitation for someone from the Praesidium to attend the Mexican Conference in Acapulco. Mr Martin would represent the IFSCC at this meeting and the President would send his 50<sup>th</sup> Anniversary presentation to all the Praesidium Members.

Mr Georgalas proposed acceptance of the report of the PR Committee. This was seconded by Dr Schmidt-Lewerkuehne and carried unanimously.

### 3.5 PUBLICATIONS COMMITTEE

3.5.1 Financial Situation 2008 - Dr Schmidt-Lewerkuehne presented the financial results for 2008 which had resulted in a loss of 13,613 Euros. For the 2009 budget there was a reduction in advertising due to the world financial situation.

3.5.2 The last printed version would be Volume 12 Issue 4 - so from the first issue in 2010 the primary format would be online. The hard copy only on request and possibly a fee would be charged for this (may be only postage). This should be a reduction of some 80-100 thousand Euros per year. Currently we pay 105,000 Euros just for shipment.

3.5.3 An article will be in the next issue prepared by Dr Schmidt-Lewerkuehne. He would also write out to all Societies to ask for email addresses of their members. The emails should be sent out to look as if they come from the IFSCC. Members should be reminded continuously over the year that the Magazine will not be printed after the end of 2009.

3.5.4 There had been some difficulty in getting articles for the last issue of 2008. A lot of authors prefer to present in journals that are indexed on Medline.

3.5.5 Dr Wiechers suggested that there should be discussions with the IJCS, JCS and possibly other journals from other Societies to get one worldwide Journal for the scientific papers, leaving the IFSCC to have an online Magazine instead. Mr Georgalas felt that the SCC would not agree with this and Mr Greenoak felt that the ASCC would not agree to this either. It was realised that the discussions would be difficult. It was agreed that the Federation should be well prepared before any discussions were held and therefore the Publications Committee of the IFSCC, in the first instance, should put together some details, positives, negatives etc.

Dr Schmidt-Lewerkuehne proposed acceptance of the report of the Publications Committee. This was seconded by Dr Kanda and carried unanimously.

#### 4 **TREASURERS REPORT**

##### 4.1 Draft Accounts for 2008

The surplus for the year was just over 64,000 CHF. The Treasurer reported on the most important items. This included the reduction in number of Benefactors. However, the contribution from Benefactors had been increased for 2009 to 1500 CHF. The levy from Barcelona was more than had been budgeted. She pointed out that the major part of the income from KOSMET was NOT from Kosmet.com but from the other systems that had been in use for some time eg STN etc. It was noted that with regard to expenditure, International Speakers and Workshops to be combined. **ACTION: JB**  
Re Secretariat expenditure, the pension for the Secretary General had been paid up as at end of June 2008

Balance sheet - the Federation is now worth nearly 800,000 CHF.

Exchange rates - this affects the accounts quite considerably. The exchange rates used in the accounts are always shown in this document.

Acceptance of the draft accounts for 2008 was proposed by the Treasurer, seconded by Prof Wiechers and carried unanimously.

##### 4.2 Budget Projections for 2009/10

The Treasurer presented the budgets for 2009 and 2010. Mrs Wyatt would let Miss Beerling have an updated income figure for the Monographs. **ACTION: AW/JB**

##### 4.3 Member Society Subscriptions update

This would be reported at the next meeting as it was still early in the year.

##### 4.4 Subscription Rates for 2009 and future

There were no plans to increase the subscription rates again at the moment.

Acceptance of the remainder of the report of the Treasurers Report, was proposed by the Treasurer, seconded by Mrs Hunt and carried unanimously.

#### 5 **LESTER CONRAD EDUCATION PRIZE 2009**

Letter was sent out in February to all eligible Societies. The deadline for receipt of the applications is 1 June 2009.

#### 6 **M G DE NAVARRE YOUNG SCIENTIST PRIZE 2009**

The deadline for receipt of the essays is 1 June 2009. Committee Members nos 1,2,3 need to judge the essays and send in their voted to Dr Wiechers who chairs the prize committee.

#### 7 **2010 AWARDS COMMITTEE**

The letters will go out to the relevant Societies for the Delegates and Deputies for this Committee, in later summer 2009..

#### 8 **CONGRESSES AND CONFERENCES**

##### 8.1 2009 - Australia - 7-9 October 2009 - "A Corroboree of Cosmetic Science"

Flyer has gone to a number of magazines. The new Convention centre has been finalised and has been awarded a 6 green star rating. The whole of the first floor of the convention centre will be for the IFSCC Conference. Welcome cocktail and reception will be at the Melbourne Aquarium and will be on an Australiana theme. A list of presentations is on the web site. Members fee is 950.00 AS Dollars.

Mr Greenoak will recommend to the Praesidium which is the best hotel so that they can all book into the same hotel if they wish to, as soon as possible **ACTION: GG**

Re the 50% reduction for the registration fee, Mr Greenoak would check if this had been set up on the website, otherwise Praesidium Members would not be able to register on the site.

##### 8.2 2010 - Argentina - 26<sup>th</sup> IFSCC Congress - "Innovation and Responsibility - Cosmetics for Ever"- 21-23 September 2010

The second announcement will be ready in July 2009 and the registration fee would be announced in June 2009. The budget has been changed to take account of the world financial crisis. There are recruitment actions set up in European and other Societies to promote this event. Sales for the exhibition are already open. Online registration will start in February or March next year with a deadline of the end of August. Abstract submission is already open with a deadline of 2 November 2009. It was commented that this was earlier than normal.

- 8.3 2011 - Thailand, 1-3 November 2011 in Bangkok “Innovative Integration of Natural & Technology” Prof Krisadaphong had not sent in any information regarding the above. (POST MINUTE NOTE, A BRIEF REPORT WAS RECEIVED AFTER THE MEETING. THE VENUE WOULD NOW BE THE CENTARA HOTEL AND CONVENTION CENTRE IN BANGKOK)
- 8.4 2012 - South Africa  
This will be in Sandton in Johannesburg.
- 8.5 2013 - Brazil  
No further news at present.
- 8.6 2014 - France
- 8.7 2015 - Conference in Zone 1 will decide on this venue.
- 8.8 2016 - under the rules, this will be in Zone 3.  
There is only one candidate, and this the USA. The final decision will be taken in 2010.

9 **2009 COUNCIL MEETING**

This will be on Wednesday 7 October 2009.

10 **2009/10 PRAESIDIUM**

This was discussed earlier in the meeting.

11 **DATES OF NEXT MEETINGS**

11.1 Praesidium & Council Meetings in Melbourne

Dates are: 5/6 October 2009 Committees and Praesidium Meetings.  
Council Meeting would be on 7 October.

The dates for the Educational Workshops would be notified shortly.

Details of the exact location for all the meetings including the Council Meetings would be required by the Secretary General as soon as available. **ACTION: GG**

- 11.2 Mr Greenoak said Switzerland, Poland and Russia were all possible venues for the early meeting in 2010. However, this should definitely be in Europe. Mr Greenoak will decide and inform the committee within one month. The date should ideally be in either March or April.

12 **ANY OTHER BUSINESS**

Mrs Hunt reminded the Praesidium that Mr Fischer should send a Technical Report on KOSMET. This has not been forthcoming. The President would follow this up with Mr Fischer in Munich. **ACTION: XR**

Dr Kanda queried if companies were allowed to mention that they had won an IFSCC award in their Press Releases. The Praesidium could see no reason why this should not be allowed. Regarding the Honorary Mention of the IFSCC, apparently it is mentioned on the web site as an Award.

Mr Greenoak mentioned that he still had to present a document regarding closer cooperation with commercial organisations. However, he felt that it was too early to finalise this and would postpone this until later.

Mr Greenoak also asked if the President or other members of the Praesidium should attend at least two Societies during the year. This would be discussed further in the PR Committee. It was noted that many members of the Praesidium do visit other countries and perhaps could make presentations for the IFSCC. The SCC actually do have a similar arrangement. **ACTION: AG**

Dr Wiechers asked if the Conference Award Committee be put onto the Agenda in future. This should come under the Science Committee. **ACTION: FK**

13 **CONCLUSION OF MEETING**

The President then thanked everyone for all the work they had carried out up to and including the meeting in South Africa.

Ref: Praesidium Minutes SA 09/April 15, 2009