

*Attachment B*

**World Neurology Foundation**  
**Glasgow, UK EFNS Congress**  
**Tuesday 5 September 2006 900 – 1100**

**MINUTES**

**In Attendance:**

Directors: Michael Finkel, President; William Carroll, Richard Godwin-Austen, Amos Korczyn, Jock Murray  
Staff: Carrie Becker, Development Consultant

The meeting was called to order at 9:20 am. Minutes from the April San Diego meeting were reviewed and approved.

- The **Treasurer's Report** as prepared by Tara Ramachandran was presented. The report indicated a balance of two WNFO accounts at \$48,007.60 and \$169,901.50 respectively. Directors discussed a preference for a more detailed financial report at subsequent meetings. Carrie will submit to Michael a template for the Board's consideration, allowing for more detailed and descriptive expense and revenue line items. Michael proposed the current accountants and attorneys be retained under the new WNFO leadership. Both motions were so approved by Directors.
- Further in regard to the financial status of the WNFO, WFN Trustees Bill Carroll and Richard Godwin-Austen reported that the WFN Trustees voted to discharge the 1999 loan provided to the WNFO for startup expenses of 15,000 pounds.
- The Board reviewed **revised Bylaws**. The primary modifications over previous Bylaws include changes in the terms, responsibilities, and eligibility of Directors. Additional revisions were suggested including the deletion of roles for immediate past presidents, and revision of language allowing officers to serve two (2 year) terms within such office regardless of prior status, with no Director serving more than four consecutive terms. Final Bylaws were accepted subject to said revisions, and when finalized will be submitted to Directors and World Federation of Neurology Trustees. Directors also approved the purchase of liability insurance for the Board of Directors following review of legal counsel.
- The listing of proposed new **candidates for the Board of Directors** was presented and discussed. All candidates were approved as prospective Directors; Michael will approach each in regard to their interest in serving, providing an update on the WNFO itself and Board roles and responsibilities. A listing of final candidates will be submitted for final Board approval at the annual WNFO meeting during the April AAN meeting in Boston.
- A **Short-term Budget** was presented for the term September 1, 2006 through April 30, 2007 which will fund a continuation of organizational development activities begun by Michael Finkel and Carrie Becker in April, including initial requests for funding support. The budget includes allowances for marketing materials, allowing for the development and presentation of a booth in coordination with the WFN in April in Boston. The budget was approved.
- An estimated **Organizational Budget for 2007 and 2008** was also considered by the Directors, in the interest of stabilizing and staffing the organization. Line items for expanded 'Travel' and 'Office Space' were added by Bill. The Board approved the use of this budget for soliciting endowment funding to be directed toward such administrative expenses, minimizing the need for a portion of funds donated to the WNFO to be used for that purpose.
- Several proposed **Fund Development Strategies** were presented, with discussion following including:
  - (a) Processes whereby WNFO funding priorities are established and funding is awarded to particular projects
  - (b) Organizational and process relationships between the WFN and WNFO
  - (c) Significance of the development of a "Product Portfolio" to share with funders

(d) Significance of a WNFO Fund Development Plan that defines revenue streams, goals for each stream, and responsibilities of Board members and Staff with respect to fundraising

The Board of Directors will be updated through email of continued progress during this transitional period. The next formal meeting will take place as the annual meeting during the 2007 AAN Boston meeting.

Respectfully Submitted,

Michael Finkel, MD, President