



MINUTES

DELEGATES' COUNCIL MEETING

INTERNATIONAL FEDERATION OF SOCIETIES FOR SURGERY OF THE HAND

10:00am, Thursday 10th September 2015

Room 310, Washington State Convention Center, Seattle, USA

Michael Tonkin, IFSSH President, opened the meeting at 10:00am. He welcomed the Delegates and invited Marc Garcia-Elias, IFSSH Secretary-General, to chair the meeting.

1. Present

Michael Tonkin (President)
Zsolt Szabo (President Elect, Hungary delegate)
Marc Garcia-Elias (Secretary-General)
Daniel Nagle (Secretary-General Elect)
Frank Burke (Historian)
Belinda Smith (Administrative Secretary)
Eduardo Zancolli (Argentina; 2016 Congress Chair)
James Thomas (Australia)
Frederik Verstreken (Belgium)
Don Lalonde (Canada)
Lorena Parra (Chile)
Luis Felipe Naquira (Colombia)
Karsten Krøner (Denmark)
Nash Naam (Egypt)
Guillaume Herzberg (France)
Michael Sauerbier (Germany)
Jörg van Schoonhoven (Germany, 2019 Congress)
Wing-Yuk Ip (Hong Kong)
Praveen Bhardwaj (India)
Paul Sagiv (Israel)
Andrea Atzei (Italy)
Hiroshi Yajima (Japan)
Jihyenng Kim (Korea)
Shalimar Abdullah (Malaysia)
Oscar Orozco-Romo (Mexico)
Alejandro Espinosa Gutierrez (Mexico)
Henk Coert (Netherlands)
Michael Boland (New Zealand)
Jan Ragnar Haugstvedt (Norway)
Andre Cheah (Singapore)
Roberto Rosales (Spain)
Anders Wallmon (Sweden)
Esther Voegelin (Switzerland)
Yu-Te Lin (Taiwan)
Mehmet Alp (Turkey)

David Shewring (UK)
Peter Amadio (USA - AAHS)
Terry Light (USA - ASSH)
Igor Indrigao (Venezuela)
Lynne Feehan (IFSHT)

2. Apologies / Proxies

Ulrich Mennen (IFSSH Past President)
Moroe Beppu (IFSSH Member-at-Large, Japan delegate)
Tony Berger (Australia)
Anne Lejeune (Belgium)
Carlos Henrique Fernandes (Brazil)
Bohumil Zálešák (Czech Republic)
Fabio Suárez Romero (Colombia)
Eero Waris (Finland)
Didier Fontes (France)
Raja Sabapathy (India)
Bruno Battiston (Italy)
Goo Hyun Baek (Korea, APFSSH)
Husam Basheer (Kuwait)
Manohar Arumugam (Malaysia)
Johan Vehof (Netherlands)
Fernando Cruz (Portugal)
Alexandru Georgescu (Romania)
Sandeep Sebastin (Singapore)
Per Hessman (Sweden)
Chih-Hung Lin (Taiwan)
Max Haerle (FESSH)
Sarah Ewald (IFSHT)

3. Confirmation of previous minutes – 19th June, 2014

Motion:

To accept the minutes as a true record of the 2014 Delegates' Council Meeting

Proposed: David Shewring; Seconded: Peter Amadio - Unanimously accepted.

4. Matters arising from previous minutes

a. IFSSH Registration

The ExCo advised that a number of developments have occurred since the last Delegates' Council Meeting. These will be discussed with the President's Report (Item 5).

b. Protocol updates

Two IFSSH documents - IFSSH Pioneer of Hand Surgery guidelines and IFSSH Harold Kleinert Visiting Professorship guidelines - have been updated. These are available on the website (www.ifssh.info). Further work will be done to

continue simplifying guidelines, to hopefully encourage more applications from member societies.

An electronic protocol book has been prepared for the ExCo members.

c. Rotation of Congress Hosts (2022)

The Delegates' Council was reminded that the 2022 congress is designated to the European region, as per the letter from the IFSSH Executive distributed in February 2015 and the subsequent March 2015 IFSSH Newsletter. The newsletter lists the member societies assigned to the IFSSH Europe category (<http://ifssh.info/March2015.pdf>).

The guidelines for congress bids are on the IFSSH website - <http://ifssh.info/guidelines.html>. Bids must be received by **July 24th 2016** and distributed as specified in the guidelines.

5. President's Report

The following report was submitted by Michael Tonkin:

The work of your Executive Committee since we last met in Paris in June 2014 has been presented in detail under Item 4: Matters arising from previous minutes, or is to be dealt with under subsequent items.

The main concern of the Executive Committee has been to re-establish the IFSSH as an incorporated entity. This has been achieved, within the State of Illinois, USA. We are currently pursuing negotiations with the US Internal Revenue Service to establish the IFSSH as a tax exempt entity. Regrettably, we are aware that the IFSSH may have some outstanding payments to be directed to the US IRS during the years in which the IFSSH was not a tax exempt entity. We are continuing with our investigations and negotiations, utilising an American law firm - Chicago Law Partners. Given our previous status in Puerto Rico and the nature of our activities, we are advised that any tax liability is likely to be small but this is yet to be confirmed. We will keep the Delegates' Council informed as we receive further information.

The administration of our affairs continues to increase in complexity. We have been very fortunate in having Belinda Smith as our Administrative Assistant and we are indebted to her for the work she has done and continues to do. However, it is timely to consider the current and future administrative needs of the IFSSH and, as such, the Executive Committee has recommended that this matter be formally reviewed with a recommendation to be made to the Delegates' Council following that review.

We have distributed significant funds in 2014 and 2015 to worthy educational causes - the Cambodia outreach programme, the South East Asian regional course, and the Eastern European regional course. The formal reports following these courses will be presented under a subsequent item. It may also be appropriate to consider more simple criteria for application and awarding of the Harold Kleinert Visiting Professorship. The Committee for Educational Sponsorship is considering this matter.

Finally, the 2016 Congress in Buenos Aires promises to be an outstanding academic and social event for all of us. This congress coincides with the 50th anniversary of the

IFSSH following its foundation in 1966 with eight member societies. We have come a long way with increase in the number of member societies to 55. We look forward to the celebration of our first 50 years in Buenos Aires next October and I would encourage all to attend this meeting, contribute and join in the celebrations.

Michael Tonkin addressed the Delegates' Council to provide an update of IFSSH registration and bylaws process. He explained that, as documented in the 2014 minutes, the Delegates' Council passed a motion to allow the ExCo to proceed with Swiss registration (originally the IFSSH was registered in Puerto Rico) and to subsequently transfer the IFSSH funds to Swiss banking/investment facilities. The ExCo continued to investigate the logistics of this process but in doing so, and in tracing the legal and financial history of the IFSSH through archived documents, it became apparent that the IFSSH has not been compliant with US tax laws.

There were many reasons for this lack of compliance, though largely it related to the misconception that as a not-for-profit organisation, the IFSSH had tax exempt status. Dr Miguel Vargas had filed the original incorporation of the IFSSH in Puerto Rico. After his death in 1993, there was a lapse in paperwork organised through the Puerto Rico office. Subsequently, when the secretarial offices and funds were moved to the USA, there was an incorrect assumption made of the formal legal/tax status. Regrettably, in the past year, it was discovered that many years ago the correct application for tax exemption had not been processed. Therefore, for 20+ years the IFSSH has not been aligned with US taxation law and the Internal Revenue Service (IRS) may not look favourably on the transfer of funds to Switzerland until this is rectified.

Upon realising this, the IFSSH Executive Committee took advice concurrently from Swiss international lawyers and US lawyers. Their advice was in agreement: to comply with US law and settle outstanding issues, it would be optimal to register the IFSSH entity in the USA immediately and apply for tax exempt status. Subsequently, when the issues are clarified and resolved, hopefully with minimal liabilities, it would be possible to then register the IFSSH in another location and move the financial accounts, if appropriate.

The Executive Committee believed it was necessary to proceed with registration, based on the advice of these lawyers, and instructed Chicago Law Partners to act on behalf of the IFSSH.

The IFSSH was incorporated in the State of Illinois as a not-for-profit corporation on August 18, 2015.

Michael Boland requested the reasons for choosing Illinois. Michael Tonkin explained that Illinois law is favourable to not-for-profit organisation and applications could be processed quickly (1 week in this case), which then allows for the IFSSH to continue with the tax exempt application to settle the IRS tax issues. The response to the application for tax exempt status may take up to 6-9 months.

Esther Voegelin and Nash Naam enquired about the financial status of the IFSSH. Michael Tonkin advised the Delegates' Council that, at this stage, the ExCo is not intending to move the financial portfolio out of the USA. As the lawyers have

recommended, all financial activity (banking and investment accounts) will continue to operate in the USA until IRS liability is determined and any applicable penalties are paid. As the IFSSH is now a registered not-for-profit entity in Illinois, the ExCo/lawyers will apply for tax exempt status. If this is achieved, the IFSSH funds are protected and future taxation is not applicable. However, the liabilities for the period while the IFSSH was not tax exempt are yet to be determined by the IRS. The IFSSH has full financial documents available to supply to the IRS to cover the 6 years applicable under the statute of limitations. An application will be lodged and retrospective tax paid if required.

Roberto Rosales asked the ExCo if the Delegates' Council needs to provide their approval for this registration process. Michael Tonkin explained that because of the findings and legal advice, the ExCo acted immediately but would seek retrospective approval.

David Shewring proposed a motion:

To retrospectively support the ExCo's decision to register in the USA.

Seconded: Nash Naam. Unanimously accepted (none against, none abstained).

Jörg van Schoonhoven summarised his understanding from the Delegates' Council meeting is that the ExCo has been working to ensure the IFSSH has a sound legal standing. At this stage, the recent registration indicates that this is progressing well and provides a basis to continue working on the tax exempt status and financial implications. He passed thanks to the ExCo for this progress.

As indicated in Michael Tonkin's email to Delegates of September 8th, the current bylaws now require amendment to comply with State of Illinois law. The Chicago lawyers have provided their recommendations for amendments last week.

Approved bylaws are needed for inclusion in the application for tax exemption. Under the current bylaws, there are two methods by which these may be amended:

ARTICLE IX – Amendments

These Bylaws may be amended by two-thirds vote of the members of the Council present. Such amendment shall be submitted at least 60 days in advance of the next scheduled Council meeting. These Bylaws may also be amended at a regular or special meeting of the Council by unanimous consent.

As the incorporation was only recognised on August 18th and the subsequent bylaw amendments forwarded last week, 60 days' notice is not possible. However, if unanimous consent is gained at today's regular meeting (of present delegates only, not including guests or additional representatives), this complies with the current bylaws. The ExCo accept that this may not occur, in which case further alterations as requested by the Delegates' Council would be prepared and a special meeting (electronic) called with 60 days' notice. No tax exemption application would be submitted until the bylaws are approved and relevant to Illinois law.

Michael Tonkin described each change in the bylaws to the Delegates' Council - see Appendix 1. He reminded delegates that there were no changes to the substance or intent of the bylaws, simply alterations to allow the bylaws to comply with State of Illinois law. He also explained that under this law, the ExCo are designated as

Directors, and the Delegates are Officers. The ExCo has discussed all recommended changes with the lawyers and provided their agreement, pending that of the Delegates' Council. Michael Tonkin appealed to the Delegates' Council to consider the proposed changes as approving these in a timely manner would allow for continuation with the application for tax exemption and clarification of IFSSH IRS liabilities.

Motion: To approve the alterations to the IFSSH bylaws

Proposed: Nash Naam, Seconded: Eduardo Zancolli. Unanimously accepted (none against, none abstained).

Michael Tonkin thanked the delegates on the ExCo's behalf.

Michael Tonkin announced to the Delegates' Council that the 2016 IFSSH triennial congress in Buenos Aires coincides with the 50th anniversary of the IFSSH. The Federation has grown substantially from 8 member societies in 1966 and this will be celebrated in Buenos Aires.

6. Secretary-General's Report

Marc Garcia-Elias reported that the IFSSH has 55 member societies from 54 countries. Communication with these societies is generally good, though long term problems exist with Lithuania, Puerto Rico, Slovakia, Thailand and Uruguay. He appealed to the Delegates' Council for assistance in contacting individuals within these societies to re-establish contact.

Mexico has representatives present today and we hope to re-establish communication with this society.

Discussions continue to encourage applications from Guatemala, Pakistan and Peru, following enquiries from their members. Discussions also continue with Chinese representatives, however this is a challenging scenario as their hand surgeons operate as a branch of the Chinese Medical Association and it is difficult to get information from this large organisation. Alternative options are being investigated.

An application for IFSSH membership has been received from the Kuwait Society for Surgery of the Hand. This application fulfils the criteria for membership as stated in the IFSSH bylaws and the Executive Committee are pleased to present this to the Delegates' Council for their approval.

Motion: To accept the Kuwait Society for Surgery of the Hand as a member society of the IFSSH

Proposed: David Shewring, Seconded: Roberto Rosales. Unanimously accepted.

Marc Garcia-Elias announced that the Kuwait Society becomes the 56th member of the Federation and he will communicate with their President, Dr Husam Basheer, to welcome the society to IFSSH membership.

As discussed in Item 4c: Business Arising from Previous Minutes: Rotation of Congress Host, Marc Garcia-Elias reminded Delegates that the 2022 congress has been allocated to Europe and the subsequent 2025 congress will be opened to bids

from The Americas. Those societies interested in bidding for the 2022 congress should follow the instructions on the website/newsletter, as noted in Item 4c.

Marc Garcia-Elias reported that Hand and Wrist Biomechanics International, an allied organisation of the IFSSH, have been active and held their 9th symposium in Milan, June 15-17, in conjunction with the FESSH meeting. 105 participants were present and provided good feedback. HWBI are approaching the organisers of the 2016 Buenos Aires IFSSH congress with a request to host a session in the scientific programme.

There has been no progress on gaining the electronic rights to Hand Surgery Worldwide, the text produced by Dr Urbaniak. The Greek publisher is reluctant to release the rights and the IFSSH has requested assistance from Greek colleagues to continue the negotiations.

7. Treasurer's Report

The summary of IFSSH funds (2006-July 31st 2015) was distributed to Delegates prior to the meeting - attached below.

Marc Garcia-Elias explained that since the Treasurer's report at the 2014 IFSSH Delegates' Council Meeting, the total balance of funds has decreased by US\$57,000. The main reasons for this decrease are:

- A \$90,000 seed fund has been provided to the organisers of the 2016 triennial congress. This is repayable two weeks prior to the congress.
- The 2015 invoices for member society dues were delayed until July this year (rather than March) while the registration status of the IFSSH was clarified. Therefore, income from dues is minimal so far this year but should return to normal levels in the coming months.

The investment account, managed by Fidelity Investments, has grown in wealth by 9.7% over the past 15 months.

Expenditure is within the normal, reasonable limits.

Summary of IFSSH funds: 2006-2015

PERIOD ENDING	June 30, 2006	March, 2007	Dec 31, 2007	Dec 31, 2008	Dec 31, 2009	Dec 31, 2010	Dec 31, 2011	Dec 31, 2012	Dec 31, 2013	Dec 31, 2014	July 31, 2015
OPENING BALANCE (US\$)											
Wells Fargo - Main			178,469.94	207,934.27	271,238.34	320,018.21	378,457.80	403,121.69	383,725.79	437,624.90	416,992.11
Wells Fargo - #2 (Ezine)				0.00	0.00	0.00	0.00	10,955.75	1,188.75	2,120.75	1,961.75
Fidelity				479,003.40	307,683.67	401,760.92	426,334.49	421,690.43	460,416.18	485,313.05	537,710.27
INCOME (US\$)											
Membership fees			19,439.00	97,773.42	78,814.42	51,829.92	77,115.02	73,307.91	87,746.85	71,844.21	18,667.00
IFSSH Congress			44,919.04	0.00	0.00	100,300.00	0.00	0.00	50,000.00	14,221.57	0.00
Ezine			0.00	0.00	0.00	0.00	N/A - Separate bank account			1,635.00	1,600.00
Interest - Wells Fargo			4,122.37	2,009.35	97.10	23.73	55.61	36.51	37.13	37.74	13.26
Merchandise			100.00	0.00	0.00	0.00	0.00	0.00	600.00	0.00	0.00
Misc			4,913.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total			73,494.31	99,782.77	78,911.52	152,153.65	77,170.63	73,344.42	138,383.98	87,738.52	20,280.26
EXPENDITURE (US\$)											
IFSSH Congress			7,596.33	0.00	0.00	67,285.90	0.00	5,283.15	17,410.00	40,000.00	50,000.00
Executive Reimbursement			31,375.61	21,457.35	29,762.91	22,975.79	36,104.22	25,096.00	23,667.25	18,230.19	366.97
Secretariat			Included in Executive Travel/Wages						11,744.20	13,630.72	7,500.00
Bursaries and Grants			0.00	15,000.00	0.00	2,850.00	15,000.00	40,999.99	15,050.00	19,350.00	35,000.00
Ezine			0.00	0.00	0.00	0.00	N/A - Separate bank account		12,459.00	11,729.98	6,460.61
Bank fees - Wells Fargo			144.14	21.35	368.74	602.37	1213.52	2,086.49	2,107.67	3,132.51	1,404.41
Misc			4,913.90	0.00	0.00	0.00	189.00	19,274.69	2,046.75	2,297.91	2,708.38
Total			44,029.98	36,478.70	30,131.65	93,714.06	52,506.74	92,740.32	84,484.87	108,371.31	103,440.37
CLOSING BALANCE (US\$)											
Wells Fargo - Main			207,934.27	271,238.34	320,018.21	378,457.80	403,121.69	383,725.79	437,624.90	416,992.11	333,832.00
Wells Fargo - #2 (Ezine)			0.00	0.00	0.00	0.00	10,955.75	1,188.75	2,120.75	1,961.75	1,877.75
Fidelity Investments			479,003.40	307,683.67	401,760.92	426,334.39	421,690.43	460,416.18	485,313.05	537,710.27	549,692.68
Total Funds (US\$)	584,252.37	602,381.55	686,937.67	578,922.01	721,779.13	804,792.19	835,767.87	845,330.72	925,058.70	956,664.13	885,402.43

8. Historian's Report

Frank Burke advised the Delegates' Council that archival material has been collected over the past 4-5 years and a retrospective archive is now considered close to complete. Throughout this process, information has come to light that has helped the ExCo trace the history of the IFSSH and, in recent months, assist with the registration process.

The retrospective collection contains minutes of meetings (ExCo and Delegates' Council), financial documents, information on triennial congresses and Pioneers, and interesting correspondence. These documents have all been scanned to digital files, and very little kept in hard copy. The documents are all filed within an electronic system and currently available to the ExCo via the Dropbox programme.

He appealed for minutes of meetings that are missing from the archives: 1967-1970, 1972-1980, 1982, 1984-1986, 1997-2000.

The ExCo have now been asked to consider which documentation from their terms should be included within the archives under a prospective system.

9. Committee for Educational Sponsorship Report

Dan Nagle, Chair, presented the CES report on behalf of his committee members (Eduardo Zancolli, 2016 Congress Chair; and Moroe Beppu, IFSSH Member-at-Large).

The following programmes have been conducted with the assistance of IFSSH grants since the 2014 CES report:

- The Cambodia outreach programme (Dr Graham Gumley, Australia), conducted 7-16 August 2014 - \$19,350
- The South Asian regional course (Dr Raja Sabapathy), conducted 3-5 July 2015 in Coimbatore, India - \$20,000
- The Eastern European Regional Course in Hand Surgery: Hand Reconstruction in Trauma and Rheumatoid Arthritis (Drs Daniel Herren, Kevin Chung and Zsolt Szabo), conducted 4-6 September 2015 in Hajdúszoboszló, Hungary - \$15,000

Dan Nagle reported that these three events were all successful and provided worthy educational teaching to their participants.

The Cambodian mission, organised by the Australian Hand Surgery Society, is an ongoing programme to teach local surgeons and perform more complex surgeries. A comprehensive report was provided to the IFSSH Executive.

The South Asian Regional Course attracted 293 delegates from 18 countries and consisted of a scientific programme of lectures and live surgeries. A report has been published in the August 2015 issue of the IFSSH Ezine.

Zsolt Szabo delivered a preliminary report of the Eastern European course. 90 participants attended from 14 countries. As a result of the funding from FESSH, IFSSH and industry, 40 of these participants received the course, hotel, meals, etc, for free. Eastern European societies

were asked to nominate candidates for these positions and the organisers hope this will encourage increased participation in IFSSH/FESSH. Zsolt Szabo also presented the results of an exit questionnaire showing the satisfaction of participants and encouragement for a future course (wrist instability being the most requested topic).

Dan Nagle reported that CES responsibilities at present involve the assessment of an application from the IFSHT for a number of grants. He noted that the IFSSH also provide US\$20,000 to support disadvantaged surgeons attend the upcoming triennial congress. The application process and assessments of these are the responsibility of the local congress organising committee.

Funding is available for the Harold Kleinert Professorship but no applications have been received so far. The CES is in the process of simplifying the application criteria.

Dan Nagle asked the Delegates' Council to consider the submission of applications. The details are available on the IFSSH website: <http://ifssh.info/fellowship-grants.html>.

10. 13th IFSSH Congress – Buenos Aires, 2016

Eduardo Zancolli delivered a summary of progress. The local organising committee of the 2016 Buenos Aires congress has been planning this meeting since the successful bid at the Seoul 2010 congress and looks forward to welcoming participants to South America

The congress website is in the process of being updated, but is still online for use - <http://www.ifssh-ifsht2016.com/>

Registration will open on November 1st. Early registration closes 31st March 2016. A cap has been placed on registration numbers because of available space at the Hilton Convention Centre.

The preliminary programme is organised which includes 16 round table sessions, 26 symposia, 5 update courses and 4 debates. Free papers can be submitted from October 1st (instructions on website) and will be selected through a blinded online abstract system. James Strickland has been invited to deliver the Swanson Lecture. 52 speakers have currently confirmed their participation.

The social programme includes an Opening Ceremony and banquet at the Faena Arts Centre (Monday), the President's dinner at Alvear Palace Hotel, visits to special exhibits at museums, etc. and closing ceremony, along with a number of tourism options. These are listed on the website, along with a range of accommodation options. The accommodation and tourism components will be managed by Furlong-Fox, the largest tourism group in Argentina.

The congress organisers hope to encourage more trade exhibitors to participate.

The IFSSH provide up to \$20,000 to the local organisers to distribute in the form of congress assistance grants for registration (see CES report).

The IFSSH ExCo reminded Delegates that this congress coincides with the 50th anniversary of the IFSSH and celebrations will be planned.

- Call for Pioneer of Hand Surgery nominations

Marc Garcia-Elias noted that nominations have already been forthcoming for the 2016 Pioneer of Hand Surgery awards. He advised that these submissions are not required yet - those received to date will be filed until the official process is underway, as follows:

The call for Pioneer of Hand Surgery nominations will be sent to the delegate of each IFSSH society in January 2016.

The nomination must come from a member society, not an individual, and should be reserved for those with outstanding achievements. Marc Garcia-Elias reminded delegates that the honour is for those with international importance, as recognised by the national society, and fulfilling the examples listed in the guidelines. Details of the criteria and nomination process are available on the IFSSH website: <http://ifssh.info/pioneers.html>.

The deadline for submitting nominations for the Buenos Aires congress is April 24th, 2016. As per the website details, nominations should be forwarded to the Secretary-General (secretary@ifssh.info).

11. International Federation of Societies for Hand Therapy (IFSHT) Report

Lynne Feehan, (immediate Past President) delivered the report submitted by Sarah Ewald (President):

IFSHT TRIENNIAL MEETINGS

10th IFSHT Triennial Congress / 13th IFSSH Triennial Congress, October 24-28, 2016, Buenos Aires, Argentina

- *Program: Therapist program planning continues. 4-day program: 2 full days, 2 half days; general sessions in the morning, breakout sessions in the afternoon. One combined session with surgeons is planned. IFSHT Keynote Speaker: Dr. Adriana Pemoff, Argentina, Musician's Hand; Invited Expert Speaker: Lorimer Mosely, PhD (Australia) Pain. Program committee chairs: Birgitta Rosen (Sweden) and Sarah Ewald (Switzerland), are working with local organizing committee chairs Beatriz Piso, Therapists and Dr. Eduardo Zancolli, Surgeons. First draft of the program is available on the IFSHT website. Abstract submission: open October 1, 2015 - February 28, 2016.*

11th IFSHT Triennial Congress / 14th IFSSH Triennial Congress, 2019 Berlin, Germany

- *Written agreement has not yet been signed by all parties. New target date for completion is September 24, 2015.*

IFSHT MEMBERSHIP

- *Overview of membership: 8400 hand therapists worldwide are members of IFSHT, 34 full members, national hand therapy societies, 1 additional member since last report. Two associate members, hand therapy interest groups in countries with no society (both new this term: Singapore and Bangladesh, worth noting the 2 therapists that were supported to attend India, went on to create a group in Bangladesh). Ten corresponding members, individual therapists from countries with no society (2 new: Gaza Strip and Nepal). Five commercial members (2 new members this term). Five liaison organizations.*
- *Survey of membership: completed in 2014, report of results completed 2015 <http://www.ifsht.org/page/ifsht-reports>.*

COMMUNICATION

Within IFSHT: Executive committee: Skype-call meetings, every 6 to 8 weeks, a virtual office is utilized for on-line discussions and document sharing. Delegate communication: receive regular updates from the IFSHT Secretary General and vote electronically in IFSHT elections.

With Hand Therapists around the world:

- *IFSHT Update: published 4 x annually in the US and the British Journals of Hand Therapy and distributed to all member countries. Available on the IFSHT website: <http://www.ifsht.org/page/ifsht-updates>. Thanks to Judy Colditz, IFSHT past-president, the IFSHT Update has a new format as of fall 2015.*
- *IFSHT website (www.ifsht.org): new website launched in January 2015, development of new features and content is ongoing. Electronic voting & PayPal functions integrated. New resource pages on the website with links to hand therapy information. Listing of post-graduate certificate educational programs is growing.*
- *IFSHT Hand Therapy Connections E-Newsletter: sent out 2x per year. Currently, 2137 subscribers (via website).*
- *IFSHT Facebook Page: initiated in the fall of 2014, therapists, surgeons as well as hand therapy and hand surgery societies with Facebook pages are invited to connect with IFSHT on Facebook.*
- *IFSHT contributes to IFSSH E-zine: A short summary of the IFSHT 2014 Membership Survey was included in the August 2015 edition.*

IFSHT AWARDS

- *Christine Alegri Award: New award for innovation in hand therapy will be awarded for the first time in Buenos Aires. Application available at <http://www.ifsht.org/page/cristina-alegri-award>.*
- *Evelyn Mackin Award: sponsorship of a therapist(s) from a developing country (GNI < \$6000) to attend triennial congress. IFSHT hopes to once again support several therapists in 2016.*

SPONSORSHIP ACTIVITIES

- *IFSHT-IFSSH International Hand Therapy Teaching Awards (@a maximum of \$1000 each): Available for therapists traveling and teaching (clinical or academic) in areas of the world with limited hand therapy access. Currently, 1 application underway: The HT society of the Czech Republic has connected via IFSHT with 2 Therapists in the UK, and has requested support for a splinting course that is scheduled to take place in November 2015.*
- *Dynamometers (donated to IFSHT): ~ 80 dynamometers available. Available to therapists or surgeons traveling and teaching / consulting in a developing country. To request a dynamometer contact secretarygeneral@ifsht.org. In 2014 /15 dynamometers have been sent via projects to the following countries: Bangladesh, Indonesia, Myanmar, Kenya, West Bank, Guatemala, Philippines, Ecuador, Thailand, Swaziland, Ukraine, Sri Lanka, Uganda, Croatia, and Barbados.*
- *Evelyn Mackin Award: 5 Therapists (from: Nepal, Sri Lanka, Bangladesh, Cambodia, China) fully sponsored to attend 2013 IFSHT-IFSSH Congress. Several therapists from South America are candidates for this award in 2016.*
- *International Therapist Triennial Meeting Sponsorship Funds (as available): assists international therapists to attend the IFSHT triennial congress. IFSSH generously contributed 4500.00\$ to this fund, to support therapist participation at the 2013 congress in India. As a result 23 therapists received partial sponsorship to attend the*

2013 IFSHT IFSSH congress in New Delhi, India. Feedback from supported therapists was very positive. IFSHT has submitted a proposal to IFSSH requesting support for 2016.

Lynne Feehan asked the Delegates to consider the expense of travel to Argentina and registration at the congress for therapists, and requested they identify therapists that may require support to attend. The IFSHT programme will run in parallel with the IFSSH programme and include a half day of joint sessions.

12. Asia-Pacific Federation of Societies for Surgery of the Hand (APFSSH) Report

Goo Hyun Baek submitted the following report, which was presented by Jihyeng Kim:

1. Member Societies (12)

*Australian Society for Surgery of the Hand
Hong Kong Society for Surgery of the Hand
Indian Society for Surgery of the Hand
Indonesian Society for Surgery of the Hand
Japanese Society for Surgery of the Hand
Korean Society for Surgery of the Hand
Malaysian Society for Surgery of the Hand
New Zealand Society for Surgery of the Hand
Philippine Society for Surgery of the Hand
Singapore Society for Surgery of the Hand
Taiwan Society for Surgery of the Hand
Thailand Society for Surgery of the Hand*

2. Observer Societies (5)

*Bangladesh Society for Surgery of the Hand
China Society for Surgery of the Hand
Myanmar Society for Surgery of the Hand
Pakistan Society for Surgery of the Hand
Vietnam Society for Surgery of the Hand*

3. APFSSH Executive committee

*President: Yuan-Kun Tu (Taiwan)
President-Elect: Goo Hyun Baek (Korea)
General Secretary: Raja Sabapathy (India)
General Secretary – Elect: Tony Berger (Australia)
Immediate Past President: Moroe Beppu (Japan)*

4. Official Journal of APFSSH

*Hand Surgery (Vol 20 No 3 is coming in Oct, 3 times a year, Feb, June, Oct)
Title of the journal will be changed into 'The Journal of Hand Surgery Asian-Pacific Volume' from 2016.*

5. APFSSH Congress

*10th APFSSH Congress: Kuala Lumpur, Malaysia (October 2014)
11th APFSSH Congress: Cebu City, Philippines (October 2017)*

13. Federation of European Societies for Surgery of the Hand (FESSH) Report

Zsolt Szabo advised the Delegates' Council that FESSH have registered their organisation in Switzerland in 2014 and restructured their council (www.fessh.com). FESSH have partnered with the European Union of Medical Specialities and the European Board of Hand Surgery to further their activities. The 2015 Diploma in Hand Surgery had 100+ enrolments and is receiving international participants.

The next FESSH congress will be held in Santander, June 22-25 2016, with Paco Pinal as Chair. The 2017 congress will be held in Budapest, June 21-24.

14. South American Federation Report

Eduardo Zancolli reported that the South American Federation is pleased to have recently included Ecuador, Paraguay and Peru in their membership. The Federation's congress in Chile was successful with 400+ participants.

Discussion continues over an alteration to a Latin American Federation in the future.

15. IPRAS Report

Paco Pinal submitted the following report, presented by Marc Garcia-Elias:

The IPRAS society is now back from the ashes after a major litigation issue between the council and the Representatives/partners. As far as I understand, they reached an agreement to share the profits of the congresses and in compensation the Representatives will make the advertisement, promotion and organization of the IPRAS congresses ...and it did not work well from the very first congress in Chile with everybody unhappy, ending in court. In summary there has been a complete shut off for 2 years and now it seems there are back into action.

I recently have been given a new email address to where we could upload our congresses and dates, but still is not working one-hundred percent.

16. IFSSH Scientific Committees

Michael Tonkin reported that during Ulrich Mennen's Presidency the format of the Scientific Committee programme was updated. This has been an improvement on previous years in which reports were scarce and few people attended the committee sessions.

The current format involves the President and President Elect inviting a recognised hand surgeon to chair a committee. This Chair then chooses their committee (2-3 others as minimum) and this group choose the specific topic of their report from the general topic provided - which should be based on current thoughts of the hand surgery community or historical fact, not individual belief. Submitted reports are printed in the ezine and placed on the IFSSH website. A list of reports for this triennium will be placed in the 2016 congress booklet. After report submission, the committee disbands and a new chair is appointed for a future report - unless the current chair +/-committee request or are agreeable to writing a further report.

Two or three scientific committee reports have been published in each ezine issue since 2013. 13 further invitations for reports have been issued and it is hoped that these committees fulfil their commitments. It is now an appropriate time to invite new people to chair future committees and thought should be given as to relevant people to act as Chairpersons.

17. IFSSH Website / Newsletter / Ezine

The majority of communication from the IFSSH to its member societies continues to be through the regular newsletters, quarterly ezines and website.

The newsletters are published in the JHS(American) and JHS (Asian-Pacific).

Prof Mennen remains as Editor of the ezine and produces this high quality publication four times per year. Subscription (free of charge) is via the IFSSH website. The publisher will change for the next issue to a contact in South Africa. Hosting of the pdfs will occur on the IFSSH website and the secretariat will distribute to the subscriber database administered by the IFSSH.

The webmaster, Santhosh Kumar, will undertake an upgrade of the IFSSH website in the near future. Whilst this will incur expense, it is a valuable tool and important to have current technology to assist the webmaster with his tasks.

18. Business Arising from Executive Committee Meeting

a. Kuwait Society membership

Refer to Secretary-General's report (Item 6)

b. Administration review

Michael Tonkin explained that since 2007 the secretariat has been in Australia, organised by Belinda Smith. The administrative requirements of the IFSSH have grown and the time required to meet the demands has increased. It is now appropriate to perform a formal assessment of the current administrative tasks and future needs.

The IFSSH ExCo requested the imprimatur of the Delegates' Council to perform this assessment (e.g. hours per week, responsibilities, priorities) and will compile a report for the Council.

19. New business

No further items were raised.

20. Next meeting of the Delegates' Council

2016 – IFSSH Triennial Congress: Oct 24-28, Buenos Aires, Argentina

Meeting closed 11:15am.

International Federation of Societies for Surgery of the Hand Bylaws

ARTICLE I

~~Under the~~The name "of the corporation shall be the International Federation of Societies for Surgery of the Hand" ~~there exists an association governed by these bylaws.~~, an Illinois not-for-profit corporation (referred to herein as the "organization" or "association").

The purposes of the organization are charitable, educational and scientific within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future United States Internal Revenue Law) (the "IRC").

The duration of the ~~association~~organization is indefinite.

The organization shall have and continuously maintain in the State of Illinois a registered office and a registered agent whose office is identical with such registered office, and may have such other offices outside the State of Illinois as the Board of Directors may from time to time determine.

The following rules shall conclusively bind the organization and all persons acting for or on behalf of it:

(a) No part of the net earnings of the organization shall inure to the benefit of, or be distributed to, its directors, officers, committee members or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth above.

(b) No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf or in opposition to any candidate for public office. Notwithstanding any provision of these Bylaws, the organization shall not carry on any activity not permitted to be carried on (i) by a corporation exempt from federal income tax under Section 501(c)(3) of the IRC; or (ii) by a corporation, contributions to which are deductible under Section 170(c)(2) of the IRC.

ARTICLE II - Object

~~This organization is formed for the purpose of coordinating~~In addition to the purposes set forth above and in the organization's Articles of Incorporation, as may be amended, the organization's mission is to coordinate the activities of the

various societies for surgery of the hand throughout the world, and in this way to increase and spread knowledge of surgery of the hand.

~~Its~~The organization's chief purposes shall be (1) to coordinate the activities by maintaining liaison between the various societies, (2) to promote the free and full exchange of knowledge among the constituent organizations, (3) to improve and widen the opportunities for study and observation of Hand Surgery in the various countries, (4) to establish and recommend the adoption of certain standards of nomenclature, classification, evaluation and treatment of hand pathology, (5) to promote access to the world literature on surgery of the hand, (6) to disseminate knowledge through publications and scientific meetings and to enhance the study and practice of surgery of the hand, (7) to improve the education and research in Hand Surgery at all professional levels, (8) to take an interest in the socio-economic impact of disorders of the hand, (9) to further the availability of Hand Surgery throughout the world, (10) to further the cooperation between hand surgeons and other related professionals, (11) to encourage the cooperation of all members to advance the principles and practice of Hand Surgery of all members throughout the world through organized participation in all areas of the specialty.

~~The association is a non-profit organization.~~

ARTICLE III – Fiscal Year

The accounts of the association and special funds it manages are closed annually on the 31st of December.

ARTICLE IV - Members

A. Founder Groups of this Federation consisted of the following societies:

- From **Argentina**, the “Argentine Association for Reconstructive Surgery of the Hand and Upper Limb” [Asociación Argentina de Cirugía de la Mano y Reconstructiva del Miembro Superior (AACM)]
- From **Australia**, the “Australian Hand Surgery Society” (AHSS)
- From **Austria**: the “Austrian Society for Hand Surgery” [Österreichische Gesellschaft für Handchirurgie (ÖGH)]
- From **Bangladesh**, the “Bangladesh Society for Hand Surgery” (BSHS)
- From **Belgium**, the “Belgian Hand Group” (BHG)
- From **Bolivia**, the “Bolivian Association for Surgery of the Hand” [Asociación Boliviana de Cirugía de Mano (ABOCIMA)]
- From **Brazil**, the “Brazilian Society for Surgery of the Hand” [(Sociedade Brasileira de Cirurgia de Mão (SBCM)]
- From **Bulgaria**, the “Bulgarian Society for Surgery of the Hand” (BSSH)
- From **Canada**, the “Canadian Society for Surgery of the Hand” (MANUS)
- From **Chile**, the “Chilean Society for Surgery of the Hand and Microsurgery” (Sociedad Chilena de Cirugía de la Mano y Microcirugía)

- From **Colombia**, the “Colombian Association for Surgery of the Hand” [Asociación Colombiana de Cirugía de la Mano (ASOCIMANO)]
- From the **Czech Republic**, the “Czech Society for Surgery of the Hand” [Česká společnost chirurgie ruky (CSCR)]
- From **Denmark**, the “Danish Society for Surgery of the Hand” [Dansk Selskab for Håndkirurgi (DSH)]
- From the **Dominican Republic**, the “Dominican Society for Surgery of the Hand” [Sociedad Dominicana para la Cirugía de Mano (SDCM)]
- From **Egypt**, the “Egyptian Society for Surgery of the Hand and Microsurgery” (ESSH)
- From **Finland**, the “Finnish Society for Surgery of the Hand” [Suomen Käsi­kirurgiyhdistys (SKKY)]
- From **France**, the “French Society for Surgery of the Hand” [Société Française de la Chirurgie de la Main (~~SFCM~~) (~~GEM~~)]
- From **Georgia**, the “Hand Surgery Branch of Medical Foundation Mkurnali”
- From **Germany**, the “German Society for Hand Surgery” [Deutsche Gesellschaft für Handchirurgie (DGH)]
- From **Greece**, the “Hellenic Society for Surgery of the Hand”
- From **Hong Kong**, the “Hong Kong Society for Surgery of the Hand” (HKSSH)
- From **Hungary**, the “Hungarian Society for Surgery of the Hand” (Magyar Kézsebész Társaság [HSSH MKT])
- From **India**, the “Indian Society for Surgery of the Hand” (ISSH)
- From **Indonesia**, the “Indonesian Society for Surgery of the Hand” (ISSH)
- From **Iran**, the “Iranian Society for Surgery of the Hand”
- From **Israel**, the “Israel Society for Surgery of the Hand”
- From **Italy**, the “Italian Society for Surgery of the Hand” [Società Italiana di Chirurgia della Mano (SICM)]
- From **Japan**, the “Japanese Society for Surgery of the Hand” (JSSH)
- From **Korea**, the “Korean Society for Surgery of the Hand” (KSSH)
- From **Kuwait**, the “Kuwait Society for the Surgery of the Hand” (KSSH)
- From **Lithuania**, the “Lithuanian Society for Surgery of the Hand” (Lietuvos plastakos chirurgijos ir reabilitacijos draugija: “Manus Lithuania”)
- From **Malaysia**, the “Malaysian Society for Surgery of the Hand” (MSSH)
- From **Mexico**, the “Mexican Association for Surgery of the Hand” (Asociación Mexicana de Cirugía de la Mano A.C.)
- From **The Netherlands**, the “Netherlands Society for Hand Surgery” [Nederlandse Vereniging voor Handchirurgie (NVvH)]
- From **New Zealand**, the “New Zealand Hand Surgery Society for Surgery of the Hand” (NZSSHSS)
- From **Norway**, the “Norwegian Society for Surgery of the Hand” [Norsk Forening for Håndkirurgi (NFH)]
- From **Philippines**, the “Association of Hand Surgeons of the Philippines” (AHSP)

- From **Poland**, the “Polish Society for Surgery of the Hand” [Polskie Towarzystwo Chirurgii Reki (PTCR)]
- From **Portugal**, the “Portuguese Society for Hand Surgery” [Sociedade Portuguesa de Cirurgia da Mão (SPOCMA)]
- From **Puerto Rico**, the “Society for Surgery of the Hand in Puerto Rico” (Sociedad de Cirugía de la Mano de Puerto Rico)
- From **Romania**, the “Romanian Society for Hand Surgery” [Societatea Română de Chirurgie a Manii (RSHS SRCR)]
- From **Russia**, the “Russian Hand Surgery Society-Hand Group” (RKG)
- From **Singapore**, the “Singapore Society for Hand Surgery” (SSHS)
- From the **Slovak Republic**, the “Slovak Society for Hand Surgery” [Slovenská Spoločnosť Chirurgie Ruky (SSCR)]
- From **South Africa**, the “South African Society for Surgery of the Hand” (SASSH)
- From **Spain**, the “Spanish Society for Surgery of the Hand” (Sociedad Española de Cirugía de la Mano - SECMA)
- From **Sweden**, the “Swedish Society for Surgery of the Hand” [Svensk Handkirurgisk Förening (SHF)]
- From **Switzerland**, the “Swiss Society of Hand Surgery” [Schweizerische Gesellschaft für Handchirurgie (SGH); Société Suisse de Chirurgie de la Main (SSCM); Società Svizzera di Chirurgia della Mano (SSCM)]
- From **Taiwan**, the “Taiwan Society for Surgery of the Hand” (TSSH)
- From **Thailand**, the “Thai Society for Surgery of the Hand” (TSSH)
- From **Turkey**, the “Turkish Society for Surgery of the Hand” [Türk El ve Üst Ekstremité Cerrahisi Dernegi (TEÜECD)]
- From the **United Kingdom**, the “British Society for Surgery of the Hand” (BSSH)
- From **Uruguay**, the “Uruguayan Society for Medicine and Surgery of the Hand” (Sociedad Uruguaya de Medicina y Cirugía de la Mano)
- From the **United States of America**, the “American Association for Hand Surgery” (AAHS), and the “American Society for Surgery of the Hand” (ASSH)
- From **Venezuela**, the “Venezuelan Society for Surgery of the Hand and Reconstruction of the Upper Limb” (Sociedad Venezolana de Cirugía de la Mano y Reconstructiva del Miembro Superior (SVCMRMS) ~~“Venezuelan Society for Surgery of the Hand” (Sociedad Venezolana de Cirugía de la Mano)~~)

B. Membership is not open to individuals, but is restricted solely to bona fide societies or clubs for surgery of the hand. Regional societies may be represented by a central society, but no individual country shall be represented by more than one single society except, when (1) a second society meets the requirements for membership listed in Article IV, Section C, (2) the society is sponsored by three Council delegates, one of whom is the delegate of the existing society of the same country, and (3) the application receives unanimous approval of Council. Other than the above exception, societies may apply for membership in the Federation by petitioning the Secretary-General, who will then bring the petition to the attention of the Executive Committee

and Council of the Federation. The Council of the Federation will then elect, reject or table such application by majority vote of members present. Surgeons of less populous countries can form a regional society to be admitted to the Federation if it can include a society which meets the requirements for membership listed in Article IV, Section C.

When a national society within a regional society fulfills the requirements for individual membership, it can apply (and can be admitted by the procedures described above), but the society is requested to remain in the regional society to maintain support for the less populous countries so as to provide for their continued representation in the Federation.

C. Requirements for Membership:

- a. The applying society must be a bona fide organization whose individual members have a major interest in surgery of the hand,
- b. The applicant society shall have been in existence for at least two years,
- c. The society shall submit a list of officers and members, its constitution (or Bylaws) and the requirements for admission of members,
- d. Each applicant society shall be sponsored by three Council delegates.

ARTICLE V – Delegates

Each constituent society will be represented by one elected delegate, and each society shall have but one vote in the Council. The delegate is responsible to inform members of his/her society about the Federation activities.

ARTICLE VI – Council

The ~~governing~~membership body of the Federation shall be known as “The Council”, consisting of one delegate from each of the constituent societies and members of the Executive Committee who may or may not be a delegate. Each organization shall have the right to substitute an alternate for its delegate, but each constituent society shall have only one vote in the Council. Members of the Executive Committee who are not delegates have a vote. Members of the Executive Committee who are also an elected society delegate have two votes. A former member of the Executive Committee may serve on Council, but only if he/she is serving as their society's Council Delegate.

The Council has the inalienable right:

- To amend the bylaws from time to time as described in Article IX;
- To appoint the President;
- To appoint the members of the Executive Committee as designated in Article XI;
- To approve the statements of revenues and expenses, assets and liabilities and schedule of operating expenses;

- To discharge the Executive Committee as designated in Article XI Section I.

Finally the Council decides all matters submitted to it.

ARTICLE VII – Meetings

The Council will meet once a year at such place and time as it shall decide. Wherever possible, such Council meetings shall be held at the time and place of a meeting of a constituent society.

Under compelling circumstances, special meetings can be called by the Secretary-General at the request of a majority of the Council. Such extraordinary meetings cannot be held without providing notice to all Council Delegates at least 30 days prior.

An international scientific congress is to be held every three years with one of the constituent societies as the host to carry out the objectives of the Federation. The future host society must be in good standing and shall be elected by a closed vote of Council members at the Council meeting six years in advance. All member societies and guests will be invited to participate in the Congress.

ARTICLE VIII – Voting procedure

- A. A quorum, consisting of more than half the number of delegates, or their appointed representative, shall be required for the transaction of Federation business. Voting may be by secret ballot, upon the request of any delegate. A majority vote of members present is required for a decision, except as stated in Article IX and Article XI Section I. The delegate of a society that has not paid its dues for three consecutive years will not be permitted to vote.
- B. The Secretary-General may request a ballot by mail, fax, and/or e-mail regarding procedural matters. Any decision made as a result of such a ballot shall be subject to review at the subsequent Council meeting.
- C. The President, at his/her discretion may solicit proxy votes from societies whose Delegate or Alternate Delegate is unable to attend a regular or special Council meeting. The proxy should be written, forwarded to, and received by the Secretary-General before the start of the Council meeting.

ARTICLE IX – Amendments

These Bylaws may be amended by two-thirds vote of the members of the Council present. Such amendment shall be submitted at least 60 days in advance of the next scheduled Council meeting. These Bylaws may also be amended at a regular or special meeting of the Council by unanimous consent.

ARTICLE X – Finances

A. Expenses:

1. Expenses shall be shared equitably by the constituent societies.
2. Each society shall be responsible for the expenses of its own delegate.
3. The Executive Committee and Secretariat shall receive appropriate office expenses as determined by the Council.
4. The Executive Committee and Committee Chairs shall serve without pay.

B. Dues, Assessments and Donations:

1. Each constituent society shall be expected to pay such annual dues to the Federation as the Council may designate.
2. In the event that a constituent society becomes delinquent in the payment of dues for a period of three consecutive years or more, they may, after appropriate notification has been sent, by unanimous consent of the Council, be excluded from the Federation. The Council may forgive delinquency of dues payment as it deems appropriate. However, a society that is in arrears for three consecutive years will not be permitted to vote at the Delegates' Council Meeting.
3. The Council shall have the authority to accept, on behalf of the Federation, donations of funds from various sources.

ARTICLE XI – Executive Committee

The affairs of the association shall be managed by a board of directors known as the “Executive Committee”. The Executive Committee shall have supervision, control and direction of the affairs of the association, shall determine its policies or changes therein within the limits of these Bylaws, shall actively promote its purposes and have discretion in the disbursement of its funds. The Executive Committee may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider necessary.

- A.** The officers of the Federation shall constitute the Executive Committee. The Executive Committee shall include the President, the President Elect, the Secretary-General, the Secretary-General Elect, the Immediate Past-President, the Historian and a Member-at-Large.
- B.** The President will be elected for a period of three years by a majority vote of the Council. He/She may be re-elected for another period for three years. The President shall preside at meetings of the Executive Committee and the Council.

- C. The President-Elect will be elected for a period of three years by a majority vote of the Council. If the President remains in office for six years, the term of the President-Elect may be extended to six years. He/She will assume duties designated by the President.
- D. The Secretary-General will be elected for a period of three years by a majority vote of the Council. He/She may be re-elected for another period of three years. He/She will maintain the minutes of the Council meetings, provide notices of meetings, coordinate the activities of the Executive Committee, and carry out such duties as the Council may from time to time designate. He/She will maintain the financial records of the Federation in cooperation with a certified accountant who will be approved by the Executive Committee. The Secretary-General will record receipt thereof and pay all invoices and other expenses of the Federation.
- E. The Secretary-General Elect will be elected for a period of three years by a majority vote of the Council. If the Secretary remains in office for six years, the term of the Secretary-General Elect may be extended to six years. He/she will solicit for dues and help record receipt and expenses. He/she will help the Secretary-General in all his/her tasks.
- F. The Historian will be elected for a period of three years by a majority vote of the Council. He/She may be re-elected for a period of three years. The Historian will maintain the archives and artifacts of the Federation in cooperation with museums and libraries designated by the Council.
- G. The Member-at-Large will be elected for a period of three years by a majority vote of the Council. The term of the Member-at-Large cannot be extended to six years.
- H. If an officer is unable to fulfill his/her duties for any reason, the Council will seek the advice of the Nominating Committee and elect a successor to complete the term. This may be done by mail, fax, and/or e-mail.
- I. The Council has the right of discharging member(s) of the Executive Committee in accordance with the applicable provisions of the Illinois General Not For Profit Corporation Act of 1986, as amended (the "Act"). This may occur if such a motion is moved and seconded at a Council Meeting and supported by a two-thirds vote of the members present. Such a motion requires 60 days' notice prior to the next scheduled Council meeting.
- J. The signatures of two members of the Executive Committee are required to authorize any action on behalf of the Federation.

K. Executive Committee Meetings.

The Executive Committee may provide by resolution the time, date and place for the holding of a regular annual meeting of the Executive Committee and

additional regular meetings of the Executive Committee without other notice than such resolution.

Special meetings of the Executive Committee may be called by, or at the request of, the President or upon a written request to the President of three (3) members of the Executive Committee.

Notice of any special meeting of the Executive Committee shall state the time, date, and place of the meeting and shall be delivered at least fifteen (15) days prior to the date of such meeting, provided that notice of any special meeting held by telephone conference call is delivered at least twenty-four (24) hours prior to the call. Attendance of an Executive Committee member at any meeting shall constitute a waiver of notice of such meeting except where an Executive Committee member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called and convened.

A majority of the Executive Committee shall constitute a quorum for the transaction of business at any duly called meeting of the Executive Committee; provided that, if less than a quorum is present at said meeting, a majority of the Executive Committee members present may adjourn the meeting from time to time without further notice. Only voting members of the Executive Committee shall be counted in determining the number of members present or required to take action at any Executive Committee meeting.

The act of a majority of the Executive Committee members present at a duly called meeting at which a quorum is present shall be the act of the Executive Committee, unless the act of a greater number is required by law, the Articles of Incorporation, or these Bylaws.

Any action requiring a vote of the Executive Committee may be taken without a meeting if a consent in writing, setting forth the action taken, is signed by all of the Executive Committee members.

Any action to be taken at a meeting of the Executive Committee may be taken through the use of a conference telephone or other communications equipment by means of which all persons participating in the meeting can communicate with each other. Participation in such a meeting shall constitute presence in person at the meeting of the persons so participating.

ARTICLE XII – Other Committees

A. Nominating Committee

The Nominating Committee shall consist of the current President and the two most recent Past-Presidents, and the Member-at-Large as elected to the Executive Committee from the floor of the Federation Council. The Immediate Past-President will be the Chair.

The Nominating Committee shall be formed at each Congress of the Federation and shall report to the Council at the next Congress. The Nominating Committee will solicit recommendations from the delegates for the election of officers and will present a slate of nominees to Council at the next Congress of the Federation. Nominations for each office can also be made from the floor at the Council meeting but it must be confirmed that the person nominated will hold office if elected.

The Nominating Committee will also solicit recommendations for Pioneers from the delegates. Submission of an application for Pioneer must be accompanied by written recommendations from three of his/her peers. The person must be recommended in writing, be at least 70 years of age at the time of the next Federation Congress or deceased, have made a significant contribution to hand surgery nationally or internationally, and may only be nominated following approval by the members of the hand surgery society to which he/she belong(ed). Recommendations must be received by the Nominating Committee Chair six months prior to the next Federation Congress. The Nominating Committee will choose the Pioneers who will receive the award at the Opening Ceremony of the next Federation Congress.

B. Scientific Committee

The President and President-Elect shall appoint Scientific Committees which will submit reports on specific scientific issues for distribution amongst member societies. The number and title of Committees may alter from time to time.

C. Special Committees

The President and Secretary-General shall appoint such Committees as deemed necessary.

ARTICLE XIII – Dissolution

In the event ~~that the Federation ceases to function, all funds remaining in the treasury shall be returned to the member societies on a prorated basis based on the percentage of the annual dues payment contributed by each society.~~ of the dissolution of the association, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the association, dispose of all of the remaining assets of the association (except any assets held by the association upon condition requiring return, transfer or other conveyance in the event of dissolution, which assets shall be returned, transferred or conveyed in accordance with such requirements) exclusively for the purposes of the association in such manner, or to such organization or organizations as shall at the time qualify as a tax-exempt organization or organizations recognized under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") or the corresponding provisions of any future United States Internal Revenue statute, as the Executive Committee shall determine. Any such assets not so

disposed of shall be disposed of by the court of general jurisdiction of the county in which the principal office of the association is then located, exclusively for such purposes in such manner, or to such organization or organizations, which are organized and operated exclusively for such purposes, as said court shall determine.

ARTICLE XIV – Use of Electronic Communication

Unless otherwise prohibited by law, (i) any action to be taken or notice delivered under these Bylaws may be taken or transmitted by electronic mail or other electronic means; and (ii) any action or approval required to be written or in writing may be transmitted or received by electronic mail or other electronic means.

ARTICLE XV

Indemnification of Directors and Officers

The association shall indemnify all officers, association members, and committee members of the association to the full extent permitted by the Act and shall be entitled to purchase insurance for such indemnification of officers and directors to the full extent as determined from time to time by the Executive Committee.