



NORDISK HYDROLOGISK FORENING

Nordic Association for Hydrology

Minutes of the NHF board meeting at SMHI, Upplands Väsby and Skype, 11 April 2016

Present: Board members at SMHI: Kolbjørn Engeland (Norway), David Gustafsson (Sweden) and Secretary Heidi Lee (Norway). Board members via Skype: Johanna Korhonen (Finland), Diana Meilutyte-Lukauskiene (Lithuania) and Treasurer Martin Bergstrand (Sweden)

1.–3. Opening, organisation and approval of the meeting agenda

The meeting was opened by David Gustafsson at 10.20 a.m. David Gustafsson was appointed as the Chair and Heidi Lee as the Secretary. The minutes will be scrutinized jointly. The meeting participants are given five days to comment on the minutes, which will then be published on the website. The suggested agenda was approved.

4. Minutes from the previous meeting 8.6.2015 in Vilnius

The minutes from the previous meeting were approved.

5. Meeting costs for this meeting

The meeting and travel costs for the board members Kolbjørn Engeland, David Gustafsson and the Secretary Heidi Lee will be reimbursed by NHF. The reimbursements are to be sent directly to the Treasurer.

6. NHC 2016 in Kaunas

The board has had several Skype meetings during the winter 2016 about NHC 2016. The board decided not to cancel the conference even though the estimated number of participants was low, and distribution of participants with a reduced fee was too high. The deadline for abstract submission was extended, and a new budget was suggested. In order to get the budget to go in balance the board decided that NHF does not expect receiving the additional surplus of SEK 50 000 from the conference. Also the remaining funds for supporting other seminars and workshops, SEK 30 000 can be allocated to support NHC 2016.

In today's meeting, Diana Meilutyte-Lukauskiene presented both a draft program, and an updated budget with a surplus of EUR 1000. Diana has already made an agreement with at least two sponsors. The sponsors can give a (poster) presentation and distribute flyers in order to be visible at the conference.

85 abstracts have been submitted, and the number of registered participants is 94 at the moment. The deadline for registration without an abstract is by the end of May 2016; see the conference website for more information. A preliminary program will be published on the website as soon as possible, and the program is finalised within two months before NHC 2016.

A flyer presenting the membership benefits will be added to the conference folder: "*How to get the reduced conference fee next time?*" Heidi sets up and sends the flyer to Diana.

The editor of HR, Chong-Yu Xu should be contacted for the special issue of HR regarding NHC 2016.

7. NHC 2018 in Norway

The Norwegian Hydrological Council takes the responsibility to arrange the conference. Kolbjørn has been appointed as the Chair of the organising committee. The organising committee will have a meeting prior to the summer so that NHC 2018 (date and the main theme) can be announced at the GA 2016.

8. Finances (Accounts 2014 and 2015, Budget 2017 and 2018)

The accounts for the financial year 2014 were approved in the last board meeting, 8.6.2015 in Vilnius.

The Treasurer Martin Bergstrand presented the accounts for the financial year 2015. The result for 2015 is SEK -88 000, which is even SEK 37 000 more than budgeted. The sum of the collected membership fees is less than budgeted (less income) and NHF granted more funds for the other seminars and workshops than budgeted (more costs).

The recent financial years have ended up with a deficit, and the balance funds are utilized at a little too high rate. The income should support the key functions, and the association should work towards a healthier economy.

The budget for 2016, which was approved by the GA 2014, was amended during today's board meeting to correspond the actual situation with the finances; see the own column in the excel document for the budgets for 2017 and 2018.

The budgets for 2017 and 2018 were drafted. The plan is to cut costs for board meetings, secretary and web editor services. Other seminars and workshops will be supported every other year (the years without NHC). The amount will be SEK 40 000 in stead of SEK 50 000. On the other hand, NHF needs more income. The number of members was estimated for every member country. The board will suggest that the membership fees will be raised: for the Nordic members from SEK 250 to SEK 300, and for the Baltic members from SEK 75 to SEK 100. The fee for the institutional members will be raised from SEK 3000 to SEK 4000 for the Nordic institutions, and from SEK 1000 to SEK 1500 for the Baltic institutions. The GA 2016 as the final decision-maker will whether approve or disapprove the suggested budget.

9. Membership

See also the item 8.

It is time to start to collect the membership fees for the year 2016.

Finland, Denmark and Sweden have difficulties to collect the membership fees. It was decided that the collection of the fees is centralised for the year 2016: the Secretary sends an invoice to the Finnish, Danish and Swedish members. The payment is to be submitted directly to the Treasurer.

10. NHF Organisation

The next board signs the contracts between NHF and the officers (Treasurer, Web editor and Secretary).

At the GA 2014, the board was asked to come with its interpretation of the Statutes § 6 “Board of the Association”. It was concluded that the chairman period is included in the 8 years that a board member can act in the board. David improves this formulation and sends it to the board members. The election committee will be informed about the final interpretation. A short note should be published on the NHF website as well. The GA 2016 should decide if the statutes need to be changed.

David finds a Swedish deputy member to the election committee.

11. GA 2016, necessary preparations

The General Assembly will be invited in the beginning of June 2016. The final agenda should be published 30 days before the GA.

Biennial 2014-2015 report from the Chair – Responsible: David, deadline by June.

Biennial 2014-2015 report from the Publicity committee – Responsible: Dirk, deadline by June.

Annual closings 2014 and 2015 and the auditors’ report – Responsible: Martin

Budget for 2017 and 2018 – see the item 8 and the item14 for the next board meeting via Skype.

Election committee – should be contacted soon. Responsible: David and Heidi

12. Marketing: publishing, web pages and Hydrology Research

David summarised shortly the last HR editorial board meeting 2015 in which David and Dirk participated via Skype. The British Hydrological Society has asked the members’ opinion about the journal, Hydrology Research. It was suggested that NHF makes a similar survey before NHC 2016. The results could be then presented at the GA 2016.

Links and logos: the board members that have institutional members are asked to take action.

The special issue of HR regarding NHC 2014 is soon finalised.

David writes the Chair's corner before the end of May 2016.

Twitter – NHC 2016 has been promoted. More activity is needed.

13. Other items

No other items.

14. Next board meeting

One Skype meeting is needed before the end of April 2016. The board have to agree if the membership fees should be raised in 2017. The proposal of the board needs to be approved by the GA 2016. In addition, the board needs to decide about the survey shortly presented in the item 12. Heidi sends a Doodle for this meeting.

The board will meet prior to NHC 2016, 7 August 2016 in Kaunas. Diana books a meeting room for this meeting.

15. Closing of the meeting

David Gustafsson closed the meeting at 15.00 p.m.

David Gustafsson
Chair

Heidi Lee
Secretary