



THE GLOBAL STANDARD FOR LIVESTOCK DATA

MINUTES of the In-Camera Board of: International Committee for Animal Recording (ICAR), 26th and 27th October 2023 Held in person in Utrecht, The Netherlands

The meeting is chaired by Daniel LEFEBVRE (President)

The chairman opens the meeting. A quorum has been reached.

In attendance: Daniel Lefebvre (President), João Dürr, Niels Henning Nielsen, Laurent Griffon, Nora Hammer, António Martins, Tone Roalkvam and Enrico Santus.
Jason Archer joined online.

Staff: Marie Mourot (Chief Executive, CE),

Apologies: Josef Kučera

Day 02 | Friday 27th October 2023

Agenda:

- Key Challenges and Improvement Initiatives
- Year 2024 Strategic Considerations
- Full-Time Equivalent (FTE) Reinforcement and Staff Roles
- Communication Plan for ICAR 75th Anniversary

Meeting Highlights:

1. The Board thanked Marie for her valuable insights into key challenges and her proposed improvements for the organization.
2. There was unanimous agreement among the Board members that Marie should continue her onsite visits to enhance her knowledge of the sector further.
3. Marie emphasized that 2024 is a pivotal year for ICAR and should be treated as a 'swing for changes,' in alignment with the business plan for 2024 that was presented during the Board meeting, attended by ICAR staff.
4. To support the changes envisioned for 2024, the Board acknowledged the necessity to strengthen the organization in terms of FTE hours and knowledge.
5. Marie proposed offering a 3 to 4-day/week employment contract to Silvia, who is currently a consultant working five days per month. Additionally, there was a suggestion to increase Ken's current consultancy contract by one day.
6. The Board collectively recommended hiring a young professional specialized in Animal/Livestock market analysis. This new FTE will play a pivotal role in supporting projects coordinated within the Chairs of SC and WG, as well as contributing to the promotion of work delivered.
7. The Board acknowledged the importance of revising staff profiles, roles, and responsibilities. This revision will aid in identifying the necessary training and internship opportunities to align with the accreditation plan discussed during the Board meeting.



8. The Board endorsed a proposal for the CE to develop a communication plan in collaboration with a specialist (external). This plan will aim to enhance ICAR's communication and marketing presence, particularly in preparation for the celebration of ICAR's 75th anniversary in 2026.

Summary:

What/Actions	Who	when
Marie to onsite visits to enhance her knowledge of the sector further	Marie	Along 2024
Strengthen the organization in terms of FTE hours and knowledge.	Marie	Started in Oct 2023, to be finalized before end of Nov 2023.
Hiring a young professional specialized in Animal/Livestock market analysis.	The Board to support Marie	during Q1.2024
To develop a communication plan in collaboration with a specialist (external).	Marie	Before end of 2023

Chairman

Secretary

Name

Name