



**European Headache Federation**

**Executive Committee Meeting**

**14<sup>th</sup> September, 2016**

**17:00 – 20:30**

**Glasgow, UK**

**MINUTES**

**Attending members:** Dr Mitsikostas, Dr Jensen, Dr Katsarava, Dr Martelletti, Dr Paemeleire, Dr Edvinsson  
– EHF Council

**Apologies:** Dr Osipova, Dr Dolezil, Dr Aksel, Dr Lampl

**EHF administrative office:** Hila Edry (EHF Secretariat), Marcel Dekker (Senior Account Manager EHF, Kenes International)

### **1. Welcome and apologies**

Dimos Mitsikostas (DM) welcomed everyone.

### **2. Review action items (EC call, 29 June 2016)**

Dimos Mitsikostas reviewed the action items from the last EC call on the 29<sup>th</sup> June 2016:  
Initiate Call for Nominations and send out AGM invitations by end of July (done)

Plan an official introduction of Prof Diener at the EHMTIC award ceremony (done)  
Prepare President's report and closing speech for EHMTIC 2016

Dimos Mitsikostas updated the EHF board members on the following activities during the period of his presidency, 2014 – 2016.

**EHF Collaborations** - EHF worked in close collaboration with different charities.

**Focus on cluster headache** - EHF introduced a Cluster Headache Day in 2017. This will be announced on the EHF website. It was noted that a large European Epidemiological Study on Cluster Headache has never been carried out.

**Educational Meeting** - EHF will establish an educational autumn meeting focused on the scientific aspects of headache following the successful meeting in Athens in 2015 which saw more than 200 attendees.

**e-Headache School** - EHF have expanded the e-Headache School and received official CME accreditation



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**Headache Series** - EHF continued the Headache Series upon specific financial agreement with Springer. There are new books and every year a new edition.

**Membership Growth** - EHF will focus on growing the members of EHF within Europe to include every country.

**Official Sub-specialisation** - EHF, will work to establish Headache as a specific official sub-specialisation in Europe. Previous attempts with the European Academy Awards have been unsuccessful.

**Headache School** - EHF organised at least one Headache School in periphery. This has been the summer school in the past.

**Consensus and guidelines** - The following guidelines have been published in the last two years: Cluster headache, Investigation of primary headache, Refractory cluster headache/Migraine, Neuromodulation

Dimos Mitsikostas took the opportunity to thank everyone on EHF board.

### 3. Treasurer Report - presented by Marcel Dekker on behalf of Vera Osipova

#### Approval of 2015 accounts:

EHF budget 2015	Budget 2015	Actual Budget 2015
<b>INCOME</b>	<b>EUR</b>	<b>EUR</b>
Income from EHMTIC 2015	€ 70.000,00	€ 68.212,30
<b>TOTAL INCOMES</b>	<b>€ 70.000,00</b>	<b>€ 68.212,30</b>
<b>EXPENSES</b>	<b>EUR</b>	<b>EUR</b>
Kenes Association Management	€ 15.000,00	€ 7.500,00
Mailings/Conference calls, etc.	€ 1.500,00	€ 138,70
Accounting and Audit	€ 7.000,00	€ 254,82
Newsletter	€ 400,00	
Website	€ 1.650,00	€ 1.650,00
EAN-RTC in Sudan 2015	€ 10.000,00	€ 10.000,00
EHF EC Meetings	€ 15.000,00	€ 1.554,27
EHF Promotion/Communication	€ 1.000,00	€ 523,00
Lifting the Burden	€ 4.000,00	
Honorarium Tim Steiner (Bylaws)	€ 1.000,00	€ 1.000,00
<b>TOTAL EXPENSES</b>	<b>€ 56.550,00</b>	<b>€ 22.620,79</b>
<b>BALANCE</b>	<b>€ 13.450,00</b>	<b>€ 45.591,51</b>
On account		
GBP	€ 33.465,72	
EUR	€ 12.837,63	
Lloyds	€ 123.300,00	GBP 900000
	€ 169.603,35	

**EHF Administrative Office**

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### Update on 2016 accounts

EHF budget 2016	Budget 2016	Actual Budget 2016
<b>INCOME</b>	<b>EUR</b>	<b>EUR</b>
Income from EHMTIC 2016 (EHF 2015?)	€ 70.000,00	
Sponsorship (non-congress)		
<b>TOTAL INCOMES</b>	<b>€ 70.000,00</b>	
<b>EXPENSES</b>	<b>EUR</b>	
Kenes Association Management	€ 15.000,00	€ 7.500,00
Mailings/Conference calls, etc.	€ 1.500,00	
Accounting and Audit	€ 7.000,00	€ 135,49
Newsletter	€ 1.000,00	
Website	€ 1.650,00	
E-Headache School	€ 15.000,00	
EHF EC Meetings	€ 15.000,00	€ 4.857,30
EHMTIC Promotion/Communication	€ 5.000,00	
Lifting the Burden	€ 4.000,00	
<b>TOTAL EXPENSES</b>	<b>€ 65.150,00</b>	<b>€ 12.492,79</b>
<b>BALANCE</b>	<b>€ 4.850,00</b>	
On account		
GBP	€ 813,32	GBP 701
EUR	€ 19.747,00	
Lloyds	€ 104.400,00	GBP 900000
	€ 124.960,32	

**Dimos Mitsikostas** outlined it must be discussed amongst the board members regarding GBP 90,000 cheque and where this should be deposited once Jim Brodie has received.

**Rigmor Jensen** underlined the fact that it was really a long process to release the money and Jim Brodie did a wonderful job to achieve this. Rigmor Jensen also suggested to leave the money in the UK so no exchange rates will be charged on the amount.

**Rigmor Jensen** also added that the trustee status needs to be updated every two years.

**Marcel Dekker** raised another question regarding the financial situation following EHMTIC in Copenhagen, the surplus from this meeting is estimated to be EUR200,000. The share of this surplus should be 50/50 however EHF has only received EUR 68,000.

**Rigmor Jansen** replied that there has been a loss of EUR16,000 due to exchange rate (GBP into EUR). EHF will receive the rest of the money attached to the revenue of EHMTIC Glasgow. Jim Brodie is taking care of this. Rigmor expressed her doubts regarding the high exchange rate more than 25%. Rigmor is part of EHMTIC committee until the end of 2016.



**Dimos Mitsikostas** underlined that according to the EHMTIC agreement a percentage of 25%/30% will be reserved from the final sum and used to finance the next meeting. Adam Speller, the EHMTIC financial manager is responsible for the EHMTIC budget and revenues. During the meeting with EHMTIC, planned for 17.09.2016, the financial situation should be discussed.

Revenues from the Athens meeting have been received into the EHF accounts – a total of EUR 40,000.

**Marcel Dekker** updated the EHF board on the surplus from EHMTIC 2016, estimated at around GBP180,000, which means GBP 90,000 plus the buffer from EHMTIC Copenhagen 2014.

**Dimos Mitsikostas** – repeat the fact that EHMTIC revenues should be divided in two (EHF and Migraine Trust). That in case EHF will not receive the amount according to EHMTIC contract, EHF should think on a legal action.

During the AGM Dimos will announce that EHF will have an annual meeting.

#### **4. Secretary Report - presented by Hila Edry on behalf of the Treasurer**

**News Letter** - During 2016 two newsletters have been issued: one in March and another in July.

**Website** – has been updated constantly with informative educational articles and Journals.

New members are encouraged to join EHF.

**Rigmor Jensen** - talked about the clinical trials guidelines and the need for these to be updated. The American Headache Society guidelines for clinical trials has been updated recently. Rigmor doesn't agree to the collaboration between the two societies since the societies are different. The solution is that some of the representatives from the American society will collaborate with the European guidelines committee.

**Dimos Mitsikostas** - advised to collaborate with the European Academy Neurology to create the guidelines. Dimos received an official letter from the European Neurology Academy; EHF needs to propose a team of 4 representatives in order to make a consensus of neuromodulation.

**5. Ukrainian Headache Society email – Dimos Mitsikostas** – The EHF board will review the program and decide if EHF should support (accommodations and flights) two speakers (Vera Osipova and Zaza Katsarava), to attend the Ukrainian Headache School that will be held on the 31 March 2017 in Kyiv, Ukraine, presenting 3 lectures each.

**6. Heather Stone email - CerebralPalsySymptoms.com** – no action required.

Dr Edvinsson left the meeting

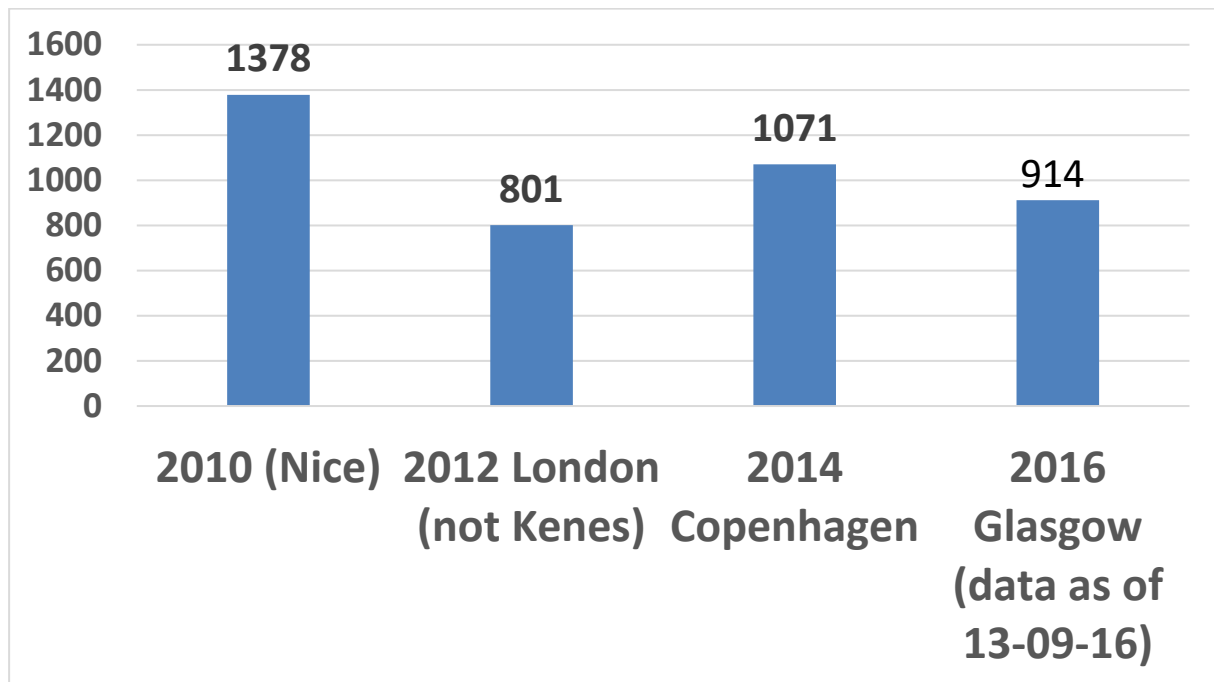
#### **7. EHMTIC Financial Situation 2016 – Marcel Dekker**

Marcel Dekker provided an update on EHMTIC 2016 and the previous EHMTIC meetings.

**EHF Administrative Office**



**Number of participants**



**Breakdown of participants**

	2014- final	13-09-2016
<b>EHMTIC</b>		
<b>Full paying participant</b>	594	538

**EHF Administrative Office**



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Participants from low/middle income countries	66	29
Trainee (Students/Fellows/Nurses)	136	155
Faculty	73	69
Exhibitors	89	82
Sponsors	32	37
Press	2	4
Sum	992	914

Top 10 countries

Country	Count	Percentage	Country	Count	Percentage
DENMARK	114	13%	USA	180	24%
ITALY	89	10%	UK	179	24%

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GREECE	86	9%	GERMANY	56	6%
USA	57	6%	DENMARK	48	5%
UK	56	6%	SPAIN	38	4%
GERMANY	38	4%	SWITZERLAND	31	4%
NORWAY	38	4%	NORWAY	29	3%
INDIA	36	4%	THE NETHERLANDS	26	3%
SPAIN	32	4%	ROMANIA	25	3%
SWEDEN	30	3%	ITALY	23	3%

**Rigmor Jensen** Asked if EHF can sponsor a final meeting to be held in Copenhagen, in order to finalize the clinical guidelines of primary care.

**Paolo Martelletti** replied that due to financial problems, EHF cannot support this additional meeting.

**Dimos Mitsikostas** – reply that EHF has supported already this initiative.

**Rigmor Jansen** – took the opportunity to thank EHF members and after 12 years resigned from the board.

#### **8. K.I.T Group presentation – Stephane Talboom – Kenes has been requested to leave the Room**

#### **9. Elena Ruiz de la Torre – European Headache Alliance**

Regarding the collaboration between EHF and EHA – both of the societies should inform each other on new initiatives.

Both societies will collaborate with the participation in Brussel parliament.

The President closed the board meeting finished at 20:25.