**Notes of AFINet Trustees Meeting: 13 June 2024**

**Present**: Gallus Bischof (chair), Emmi Kauppila (notes), Cassandra Borges Bortolon, Robert Campbell, Eileen Farrar, Ruth McGovern, Tuuli Pitkänen, Ed Sipler, Joël Tremblay, Alicia Ventura, Richard Velleman

**Apologies**: Candice Groenewald, Anne Whittaker, Zeliha Yaman

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| No | Item | Actions |
| 1 | Minutes of last meeting– agreed |  |
| 2 | **Conferences**1. **2025 Quebec Conference** will be held at Laval University with a capacity for 300 attendees and affordable on-site accommodation options. The conference is being organized by a steering committee (operating in French), and Trustees are encouraged to join. Keynote speakers include Jim Orford (England), Sharon Dawe (Australia), along with a panel on First Nation communities and family members. Simultaneous translation will be available in the main auditorium, and AI translation tools will be used in other rooms. City tour planning is in progress. There will also be full- or half-day workshops on the day preceeding the Conference. Funding includes a grant request from the federal government, which has a high likelihood of approval by October, with a contingency to reapply in January. Additionally, Jöel can contribute approximately CAN$11,000 from various sources, and the ‘profit’ from Rotterdam will support bursaries. Abstract submissions will open in August/September 2024 for two months, with decisions expected by November's end.

ACTION POINTS: Jöel to invite Sharon Dawe to also give a workshop; suggestion to expand the number of workshops, possibly including round tables or other interactive formats; Trustees invited to submit ideas to Jöel.1. **2024 Online Conference 19.-20.9.2023.** Wording of the marketing materials was discussed and phrasing will be clarified. ACTION POINTS: Ruth to help out in rephrasing the marketing materials; All Trustees encouraged to promote abstract submission within their networks; Eileen and Emmi to send out a reminder of abstract submission a week before the deadline; All Trustees asked to directly encourage potential presenters to submit their work; All Trustees requested to review the list of Addiction organizations that have been contacted and to suggest any additions to the list. If insufficient good-quality abstracts are received, then the remaining slots will be filled by invitation, coordinated through Richard, Emmi and Eileen.
 | JöelAll TrusteesRuthEileenEmmiAll TrusteesRichard Emmi Eileen |
| 3 | **Status of Book Projects**1. **Springer Book:** Updating the publisher contract for Open Access has been a slow process. Richard has been chasing and will continue to do so.
2. **Rotterdam Book:** Although a few authors have withdrawn, we still have a sufficient number of chapters to proceed. Authors have been contacted with the first deadline set for mid-August. Editors are currently organizing peer review.
 | RichardCandice Emmi, other editors |
| 4 | **Webinars**1. The webinar program is progressing successfully. Special recognition was given to Eileen for her excellent management of the practical aspects. Collaboration with the A-Clinic Foundation has been highly effective. There will be no September webinar due to the Conference. The November one will be organised soon, ACTION POINT: Next webinar coming up in July, Trustees encouraged to participate. Richard to recruit speaker for November.
 | All TrusteesRichard |
| 5 | **Communicatinos**1. **Membership Update and Questionnaire.** AFINet continues to grow, with the current membership exceeding 750 and receiving between 2 to 10 applications each week. To better understand who our members are and what kind of communications they find useful, a questionnaire is being planned. ACTION POINT: Trustees to give feedback on the questionnaire; Emmi and Eileen to consider Survey Mechanic as a tool for the survey.
2. **Newsletter and mailings**. Eileen is putting together content for the next newsletter. ACTION POINT: Trustees encouraged to enrich the newsletter by contributing updates from their countries, sharing research findings, or providing personal reflections; Suggestion to organize different mailings on separate days and to use distinct headers.
 | All TrusteesEmmiEileenAll TrusteesEileen |
| 6 | **Any Other Businesses**1. **AFINet visibility**. Increasing AFINet visibility on social media was discussed (and Emmi was congratulated over the traffic on Linked-In). ACTION POINT: All Trustees encouraged to add AFINet as their affiliation on social media. Richard had circulated examples from Orcid, ResearchGate, Google Scholar and Linked-In of how AFINet can be incorporated in the profile that sohws for each of these, which people could use as templates.
2. **Gallus to be absent from next Trustee Meeting.** ACTION POINT: To be confirmed whether to reschedule or someone else (Richard) to chair the next meeting.
 | All TrusteesRichard |
| 7 | **Dates for next meetings**1. 12 September 2024 (to be confirmed)
2. 12 December 2024
3. 13 March 2025
4. 12 June (to be discussed – this is Quebec Conference day)
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Emmi Kauppila

June 2024