

Genoa January, 2023

## **To National Geriatrics Societies and Full Members of the EuGMS**

This letter is to update and inform you as a National Geriatrics Society regarding the General Assembly (former Full Board) and relations in-between National Societies and General Assembly Members of the EuGMS

The General Assembly of the EuGMS consists of all appointed representatives from the National Societies and the members of the Executive Board. Other individuals can be invited to attend as non-voting Observers or to assist the General Assembly in a consultative status.

The following responsibilities fall solely under the jurisdiction of the General Assembly:

- approval of budgets and accounts
- election and discharge of members of the Executive Board
- amendments to the Bylaws (Articles of Association)
- dissolution of the EuGMS

### **Tasks of the National Societies**

As a member country of the EuGMS you are asked to appoint a General Assembly member of the EuGMS to represent your country. Different countries have different procedures for selecting their representative, but the appointed General Assembly member should be a member of the Full Board of the National Society **or** in close connection to it with regular exchange of information between the two.

To balance the need both for continuity of experience on the General Assembly and to ensure fresh ideas from individual countries, the EuGMS Executive Board recommends the following guidance:

- *Each General Assembly member be appointed for a period of four years.*
- *Generally, a new representative should be appointed after 4 years, but where necessary, the same individual may remain for **one** more 4-year period.*
- *An individual may serve again as their country's representative after an interval of four years out of office.*

All members of the National Societies are welcome to participate in any activity of the EuGMS and to ask and receive support from the EuGMS for tasks and duties in your own country.

The National Society/Societies pay annual membership fee to the EuGMS office which is set by the General Assembly from time to time and is set according to the number of members in each Society. Presently the membership annual fee is calculated on the number of members of a National Society.

If more than one National Society exists in the same country an agreement between these Societies on the representing person should be first sought; they should agree on a single representative. If an agreement cannot be reached, the General Assembly of the EuGMS will decide which of the National Societies will have the right to appoint the representative for that country, after reviewing relevant information. The number of clinical geriatricians who are members of these national societies shall be one of the factors involved in these decisions.

As Full Members, National Societies benefit from an exclusive section about national "News and Events" in the EuGMS website, below the national society description.

### **Tasks of the General Assembly member**

The General Assembly member is invited to the General Assembly meetings which take place twice a year, generally one in Spring in a venue to be selected by the Executive Board and the other in the Autumn to coincide with the Annual Congress.

#### **EuGMS Secretariat**

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The appointed General Assembly Member has full voting rights and the right to make proposals and suggestions to be discussed at the General Assembly.

Travel and accommodation costs are paid by the EuGMS on the occasion of the Spring Meeting with a maximum of € 750 for travelling costs. Registration for the Congress and related meetings is free for General Assembly members, and they might be asked to chair sessions in the Congress according to their expertise. The National Societies are expected to fund the associated travel and accommodation costs for their representative for the Autumn General Assembly .

#### *Information exchange*

The General Assembly member has an important role in information exchange. They are asked to regularly review and update the information about their national society and to write once per year a short report (no more than 100 – 200 words) to be published on the EuGMS website about the developments of Geriatrics in your country such as meetings, educational efforts, challenges and barriers at a national level in the previous year.

The General Assembly member is asked to report important information disseminated by EuGMS to the national societies, during the EuGMS General Assembly Meetings or later by mailing. When there is more than one National Society the General Assembly member must report to each of them.

The General Assembly member should ensure that the EuGMS logo is on the webpage of your national Geriatric Medicine Society/Societies.

The National Societies together with the appointed General Assembly member are encouraged to promote participation of delegates from their country in our annual congresses, and the other academic activities of our Society. We closely follow the number of participants from each member country and are especially keen and interested to see younger delegates involved in our annual Congress , Working Groups (**Early-Career Geriatricians Initiative - ECGI**: <https://www.eugms.org/about-us/early-career-geriatricians-initiative.html>), **Global Europe Initiative - GEI**: <https://www.eugms.org/about-us/global-europe-initiative-group.html>) and **Special Interest Groups (SIG's)** <http://www.eugms.org/research-cooperation/special-interest-groups.html>.

An effort should also be done to send good quality papers to the Journal of our Society (**European Geriatric Medicine**) <https://link.springer.com/journal/41999>.

We hope you find this information useful. Do not hesitate to contact either of us or the secretariat of the EuGMS if you have any questions or considerations.

For EuGMS, January 2023



Cornel C. Sieber  
President of EuGMS



Anne W. Ekdahl  
General Secretary of EuGMS

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