



Advances in Neuroblastoma Research Association

Advances in Neuroblastoma Research Association (ANRA)

By-Laws

(amendment April 3, 2009)

I. Aims

The aims of the Advances in Neuroblastoma Research Association (ANRA) are to improve the diagnosis, treatment, and outcome of patients with neuroblastoma through the advancement and integration of laboratory and clinical research.

II. The ANRA Meeting

- A. The ANRA meeting is held periodically; e.g., every two years.
- B. The venue is decided at the ANRA meeting four years before. The order of the meeting location is as follows: 1 -> 2 -> 1 -> 2 -> 3.
- C. The regions
 - 1: Europe including Russia (EU)
 - 2: North and South Americas (Am)
 - 3: Asia, Australia and Africa (AAA)
- D. The format of the meeting is organized under direction of the Program Committee, Local Chairperson and Steering Committee.

III. Membership

- A. Membership in the ANRA is open to any laboratory scientist, clinician or professional in the health-related specialties.

President

Susan L. Cohn
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Secretary

Audrey E. Evans
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Past President

Frank Berthold
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Incoming President

Michelle Haber
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Representatives of the regional committees:

North and South Americas
Garrett M. Brodeur (chairman)
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Carol J. Thiele
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Europe/ Russia
Manfred Schwab (chairman)
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Frank Speleman
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Asia/ Australia/ Africa
Akira Nakagawara (chairman)
Chiba, Japan
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Michelle Haber
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Chairman ANR2010

Per Kogner
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Chairman ANR2008

Akira Nakagawara
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Webmaster ANRA-homepage

C. Patrick Reynolds
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www.anrmeeting.org

Advisory Board committee

Europe, Russia:
H. Caron, V. Castel, B. de Bernardi, A. Eggert, R. Ladenstein, T. Martinsson, J. Michon, A. Pearson, M. Schwab, G.P. Tonini, D. Valteau-Couanet, R. Versteeg
North and South Americas:
S. Baruchel, G.M. Brodeur, N.K.V. Cheung, S.L. Cohn, J. Khan, J.M. Maris, K.K. Matthay, V. Odone, J. Park, C.P. Reynolds, R.C. Seeger, C.J. Thiele
Asia, Australia, Africa:
G.C.F. Chan, M. Haber, K. Kadomatsu, M. Kaneko, P. Kurkure, A. Nakagawara, M.D. Norris, N. Peylan-Ramu, J.H. Zhang

B. Members may be self-referred, referred from the regional committee or by participation in at least one of the two most recent ANR meetings.

C. The list of members is maintained by the present President.

IV. Organization of the ANRA

The organization of ANRA is composed of the following bodies:

- A. Steering Committee (SC)
- B. Advisory Board (AB)*
- C. Three Regional Committees (EU, Am, AAA)
- D. Local Chairperson and Organizing Committee
- E. Program Committee

*The members of the three Regional Committees (C) comprises the membership of the Advisory Board (B)

V. Quorum

- A. All decisions requiring a vote shall be made by a quorum of the voting ANRA bodies.
- B. 50% or more of the members of the ANRA bodies who vote shall constitute a quorum.

VI. Funding

The ANRA accepts voluntary contributions for the funding of its activities.

VII. Communication

Questions discussed and decisions reached by the SC and AB are communicated to the ANRA membership via the home page on the Internet (www.ANRmeeting.org) and/or by e-mail

VIII. Steering Committee (SC)

The Steering committee discusses important issues concerning the ANRA and makes proposals for formalized action to the AB. The SC supports the work of the President. Examples to be discussed include the By-Laws, the ANRA organization, the meeting venue, elections, funding, the program and abstract scoring-for the ANRA meeting, publications, and prizes to be awarded.

A. The SC is composed of the following 13 members:

- 1. Three presidents
 - a. A past president
 - b. A present president

- c. An incoming president
- 2. Three Regional Chairpersons (elected by the members of their respective regional committees)
 - a. North and South Americas
 - b. Europe including Russia
 - c. Asia, Australia and Africa
- 3. A secretary (non-voting)
- 4. One additional representative from each of the global regions (elected by the members of their respective regional committees)
 - a. North and South Americas
 - b. Europe including Russia
 - c. Asia, Australia and Africa
- 5. Local chairperson of the upcoming ANR meeting (non-voting)
- 6. Incoming local chairperson for the ANR meeting that will be held 2 years following the upcoming meeting (non-voting)
- 7. A webmaster (non-voting)

- **President**

- The region from which the President is nominated rotates every election (ie. AAA-EU-Am)
- The incoming President is nominated by the members of the SC and the regional AB
- The incoming President is elected by the members of the SC and the AB present at the ANR meeting (majority vote)
- The SC Secretary manages the election of the president
- The President has a 6-year term
 - Incoming-President: 2 years
 - Present-President: 2 years
 - Past-president: 2 years
- The president cannot be re-elected.

- **Regional Chairperson (member of the SC):**

- The regional chairperson is nominated by members of the regional AB he/she represents
- The regional chairperson is elected by the members of the regional AB he/she represents
- The Regional Chair manages the election of the future Regional elections
- The Regional Chairperson has a 6-year term
- The Regional Chairperson can not be re-elected.

- **SC Regional Representative**

- The SC regional representative is nominated by the members of the regional AB he/she represents
- The SC regional representative is elected by the members of the regional AB he/she represents
- The Regional Chair manages the election of the regional representative
- The SC regional representative has a 4 year term
- The regional representative can be re-elected once.

- **Secretary:**

- The Secretary is nominated by members of the SC and AB
- The Secretary is elected by the members of the SC and AB.
- The President manages the election of the secretary
- The secretary has a 4 year term
- The Secretary can be re-elected once.

- **Webmaster:**

- The webmaster is appointed by the present President
- The term of the webmaster is 2 years

IX Advisory Board (AB)

The AB has 36 elected members and is composed of the membership of the 3 Regional Committees (12 members from each region).

- The term of an AB member is 6 years.
- The terms of the AB members are staggered so that elections are held for four positions in each regional committee every 2 years.
- The Regional Chair (representative of the regional committee) manages the election of the AB members
- An AB member can be re-elected once

AB Duties

- The AB discusses and approves proposals made by the SC
- An AB meeting should be held at the periodic ANR meetings or as decided by majority vote of the quorums of the SC and the AB
- Special meetings of the AB need to be held as requested by the president or by more than 5 AB members.
- A meeting of the AB to discuss specific matters raised by the petitioners must be held within three months. Such meetings may be held by e-mail or other efficient

electronic means.

X. Regional Committees

- A. The Regional Committees (Europe including Russia, North and South Americas, Asia/ Australia/ Africa) consist of the ANRA members from that region. The members of the advisory board and the chairperson are elected by a majority of members of the regional committee. The chairperson of the regional committee is a member of the SC from that region.
- B. Roles of the Regional Committee include nomination and election of the advisory board (up to 4 members every 2 years). Proposals for new advisory board members can be made by self referral or by an ANRA member. The members of the region (North and South Americas, Europe including Russia and Asia/ Australia/ Africa) represent the voting body of their areas. Half of the voting members or more will satisfy quorum requirements.
- C. The Regional Committee is also responsible for soliciting possible venues and local chairpersons to host the ANR meeting.

XI. Local Chairpersons and Organizing Committee

- A. Persons interested in hosting the meeting and becoming the Local Chairperson should complete the ANR Venue Application Form and submit together with other supporting documents that would be helpful in assessing the appropriateness of the individual and the site for hosting a subsequent ANR meeting. This must be provided to the Regional Committee 2 months ahead of the next relevant ANR meeting.
- B. Persons interested in hosting the meeting will make a formal presentation at the AB meeting 4 years prior to the ANR meeting date. SC and AB members will vote to elect the Local Chairperson (and their proposed site)
- C. The Local Chairperson is responsible for organizing the ANR meeting and generating sufficient revenues from registration fees and outside sources to finance the meeting. The Local Chairperson will be responsible for convening a local organizing committee to assist with the planning of the meeting and associated events.

XII. Program Committee (PC)

- A. The Program Committee will consist of the current SC and AB. The primary role of

the SC on the Program Committee is to advise and assist the Local Chairperson with the planning and organization of the next ANR meeting. Both the SC and the AB assist the Local Chairperson and Local Organizing Committee with the review and selection of abstracts. Additional abstract reviewers may be added if deemed necessary by the Local Chairperson.

- B. The Program Committee will advise the Local Chairperson and Local Organizing Committee on the overall organization of the meeting, decisions concerning the number of oral or poster presentations, suggest speakers and topics for plenary sessions, workshops to be held before or after the ANR meeting itself, and structured time for the SC and AB to convene and discuss ANR business including future venues for the meeting.

December 10th, 2006
Amended May 21st, 2008
Amended June 24, 2008
Amended June, 12, 2009