

IAATO 2021 Annual Meeting Minutes
May 11 – 13, 2021
Online Meeting

Draft Final

OVERVIEW

The IAATO 2021 meeting was held May 11 – 13, 2021 as an online meeting on the Zoom platform and was attended by 167 participants over the three days. The final participant list can be found at the end of this document as Appendix C.

The draft agenda and the meeting papers list detailing background papers and proposals discussed at the meeting were delivered to members prior to the meeting and are archived there for members' reference. Click [here](#) to access these. The final approved agendas can be found at the end of this document as Appendix B.

The list of Action Points and Decisions resulting from this meeting can be found at the end of this document as Appendix A.

Meeting notes were taken by Amanda Lynnes, Director of Environment and Science Coordination and Erin Delaney, Assistant Operations Manager (Operations Administration Manager), and the Meeting Minutes were prepared by Janeen Haase, Director of Governance and Finance.

*Day 1: Membership
May 11, 2021*

Open to IAATO Operators and Provisional Operators only

WELCOME & HOUSEKEEPING

Mark van der Hulst, Chair of the IAATO Executive Committee (EC), opened the meeting and welcomed members. He reflected on the history of meetings and on the impacts of COVID now. He acknowledged the personal suffering around the world and offered thoughts to all. He then thanked the Secretariat for supporting members while working on reduced income and hours.

He went on to reflect on IAATO on its 30th anniversary saying that IAATO has grown but its core values have not changed. He expressed his hopes that members can meet in person next year noting that an online meeting is not preferred but that we will cover useful information. Mark ended by wishing all a good meeting.

Janeen Haase, Director of Governance and Finance, read the IAATO Antitrust Admonition.

Hayley Collings, Communications and Engagement Manager, reviewed voting procedures and other housekeeping issues with participants.

MEETING CHAIR APPROVAL

Mark explained that the Meeting Chair on each day would be a member of EC as a cost reduction measure and noted that they will not vote or share comments on the day they are chairing.

Day One: Robyn Woodhead

Day Two: Tudor Morgan

Day Three: Robin West

There was a motion to approve the Meeting Chairs and it was seconded.

There were no objections.

56
57 **DECISION:** Robyn Woodhead, Tudor Morgan and Robin West were approved as Meeting Chairs by
58 consent.

59
60 Janeen shared on screen the list of members who were registered to vote on this day.

61
62 The Meeting Chair for the day, Robyn Woodhead, welcomed everyone to the meeting. She
63 announced that there were 35 voting operators and 95 people total present at the meeting.

64
65 The Meeting Chair reminded participants that the meeting papers shared with members prior to the
66 meeting are considered as read.

67
68 A member asked for clarification about membership voting and how closed and open ballots would be
69 handled.

70
71 The Meeting Chair informed members that for the Provisional Operators application section
72 Provisional Operators would be asked to leave the room. The rest of the day would be raised hand
73 votes.

74
75 One member asked why Associate members were not at the meeting and why they were also not
76 present at last year's online meeting. She said they are usually part of in-person meetings and
77 wondered if there was a reason why they were not present.

78
79 The Chair of the EC noted that this session was for operators only reminding members that we have
80 always had partly closed sessions. He also noted that the initial comment about the Associates
81 arrived via email the night before the meeting so there was no time to address it but said that a review
82 would be given the next day at the start of the meeting. Hopefully next year we will be in a more
83 normal situation.

84 APPROVAL OF MEETING AGENDA

85 The Meeting Chair then asked members to approve the meeting agenda. There was a motion to
86 approve and it was seconded.

87
88 **DECISION:** The meeting agenda was unanimously approved.

89 MEMBERSHIP COMMITTEE REPORT

90 Membership Committee Chair, John McKeon, gave the Membership Committee Report, which was
91 also delivered to members with the meeting papers ahead of the meeting.

92
93 Associates in the room were asked to leave. The Meeting Chair apologized for the confusion.

94
95 A member asked if members could be provided with a list of members which had left the organization
96 in the past year. The Membership Committee Chair saw no reason why this could not happen and it
97 was decided that the list would be compiled and sent to members following the meeting.

98
99 **ACTION POINT:** List of members who left IAATO to be shared with membership [click [here](#) to
100 download]

101
102 A member noted that there was a representative from AECO present and that they are not members.
103 He asked why they were in the room.

104
105 The Meeting Chair explained that AECO has always joined IAATO annual meetings and IAATO has
106 always joined theirs. They are observers and are permitted to stay.

107
108 The member did not agree with this, saying it is not appropriate noting Associate members were not
109 allowed to be present at this session.

110
111 The Chair of the Executive Committee confirmed that we have always had AECO here but that this
112 has not been noted before. He said it is a tradition and saw no reason to divert from that now.

113
114 Another member noted that he did not object to AECO being in the room.
115

116 NEW PROVISIONAL OPERATOR APPLICATIONS

117
118 **Alegria Marineros**
119 Laura Smith of the Membership Committee reviewed this yacht applicant saying they were very eager
120 and responsive to work with IAATO, and it showed through their thorough application that they want
121 to do the right thing when traveling south. The committee recommended moving forward with this
122 application.
123

124 There were no questions or comments.
125

126 **Atlas Ocean Voyages**
127 The committee recommended moving forward with this application.
128

129 There were no questions or comments.
130

131 **Crystal Cruises**
132 The committee recommended moving forward with this application.
133

134 There were no questions or comments.
135

136 **Norwegian Cruise Lines**
137 The committee recommended moving forward with this application. However, the Chair of the MC
138 reported that there was discussion about the parent company and brands and who will be the IAATO
139 contacts.
140

141 Laura Smith clarified that Norwegian was applying as a parent company and queried whether as
142 seasons go forward IAATO would be dealing with one company or different individuals from different
143 companies.
144

145 A member noted that there were other big brands in the room who are members and asked if
146 Norwegian is operating as one brand or many.
147

148 Tom Kane, the representative from Norwegian, explained that IAATO would be going to one person in
149 the parent company for various issues. For example, their safety manager deals with all brands.
150

151 The member asked for Norwegian to confirm that the parent company would be the permit holder for
152 all brands.
153

154 Tom Kane confirmed that that was correct.
155

156 The Chair of the MC also confirmed that the membership committee did look into this and was
157 satisfied with one parent company as contact.
158

159 There were no further questions or comments.
160
161
162

163 **Swan Hellenic**
164 The committee recommended moving forward with this application. There was a question regarding
165 Swan Hellenic's Ross Sea experience because their proposed itinerary in the Ross Sea seemed
166 overly ambitious due to their relative newness to Antarctica, but the MC was satisfied with the answer
167 it received. The MC had sought to confirm how participation in the mandatory briefing, which they say
168 will be televised, would be ensured. The MC Chair noted that this is an important question to pose to
169 membership.
170

171 A member reiterated this concern asking how they would verify that everyone has seen the
 172 mandatory briefing.
 173
 174 Pierre Thomas, the Swan Hellenic representative, confirmed that everyone will be checked on a
 175 checklist and will attend the mandatory briefing in a lounge and confirmed that all guests will be
 176 required to sign in at the briefing.
 177
 178 Tom Russell, also of Swan Hellenic, noted that the televised suggestion was to make it comfortable
 179 for the guest but that they understand the point and will ensure there is a checklist.
 180
 181 There were no further questions or comments.

182
 183 **Vantage Deluxe World Travel**

184 The MC noted that there were questions involving waste permits but that they were satisfactorily
 185 answered. The committee recommended moving forward with this application.
 186

187 There were no further comments.
 188

189 The Meeting Chair then asked Janeen to show the list of participants who must leave the meeting for
 190 discussion and vote.

191 The Provisional Operators and applicants then left the room.
 192

193
 194 A member of the MC asks the Meeting Chair to open the floor for discussion as per normal practice.
 195 The floor was opened for discussion.
 196

197 The Chair of the EC asked if anyone had further questions or if there was any information that the MC
 198 wanted to share with the meeting.
 199

200 John McKeon noted that there were no outstanding issues. He said there were some language issues
 201 with Alegria Marineros but that all was satisfactorily resolved. He said the most discussion was about
 202 Norwegian as a parent company and who we would actually deal with. The rest of the applications
 203 were straightforward, and everyone seemed willing to follow IAATO protocols.
 204

205 The Meeting Chair noted that clarification is required on voting and who is registered to vote for each
 206 company.
 207

208 It was confirmed that Elise Grondhal was stepping in and voting for Hans Lagerweij for Albatros;
 209 Nicolas Pivcevic would be voting for DAP instead of Andrea Pivcevic; and Anita Speier would be
 210 voting for Darrel Day on behalf of Spirit of Sydney. It was also noted that Arctic Trucks was not in the
 211 meeting so did not vote.
 212

213 Vote Results:

Company	Yes	No	Abstain
Alegria Marineros	33	0	0
Atlas Ocean Voyages	33	0	0
Crystal Cruises	33	0	0
Norwegian Cruise Lines	33	0	0
Swan Hellenic	33	0	0
Vantage Deluxe World Travel	33	0	0

214 All applicants were successfully voted in to IAATO Provisional Operator membership.
 215

216
 217 The Meeting Chair asked the Secretariat to clarify the discrepancy between registered voters and
 218 those actually counted.
 219

220 Gina Greer explained that Arctic Trucks and Pelagic were set to vote but they are not present in the
 221 session so the number of voting members was reduced to 33. Then Vasily Kaliazen from TAC was
 222 not able to indicate his vote electronically so his votes were not counted initially. Vasily asked if the
 223 meeting could please include his votes as Yes for all.

224
225 The results of the voting were shared with members upon their return to the meeting after the morning
226 break.

227
228 The Provisional Operator applicants were invited back into the meeting and the Meeting Chair then
229 introduced the new provisional operators and announced the results from previous votes.
230

231 SPIRIT OF SYDNEY MANDATORY OBSERVER REPORT

232 John McKeon, MC Chair, talked members through the report. He also noted the six unanimous votes
233 from previous session and that this was a first for IAATO.

234
235 John commended Lisa Kelley's work on the observation and asked Lisa to inform members about the
236 lessons learned as mentioned in her report.

237
238 Lisa congratulated the Membership Committee on the work done. She went on to say that she was
239 impressed by the amount of information, manpower and attention to detail Spirit of Sydney (SoS) put
240 into the observation. SoS will share lessons learned in future at an appropriate time. She noted
241 observations are a very labor intensive process for the observer, secretariat and operator. A lot of
242 coordination is needed prior to the observation whether virtual or in person, and a high level of
243 information is required from the operator. Lisa added that the hope is the updated observer
244 documents will allow IAATO to maintain high standards by going into greater depth.

245
246 Lisa raised the importance of considering clientele, some of whom are prominent figures and require
247 Non-Disclosure Agreements (NDAs). This means IAATO cannot always get photos and other
248 information about activities when in the field. These photos are extremely important to assess the
249 expedition when an observation is done remotely or dockside.

250
251 The SoS observation took a full work week, 40 hours, including the observations and writing the
252 report which demonstrates the high level of work required.

253
254 A member thanked Lisa for the work noting that remote working made it very difficult for everyone.
255 She noted that Lisa is good at finding things during observations, so the report was a good one. Good
256 internet has been essential for the success of the observations, which could be difficult for some
257 yachts.

258
259 The floor was opened for questions. There were none.
260

261 UPDATED IAATO MANDATORY OBSERVER DOCS

262
263 The Meeting Chair noted that it was taken that all documents had been read by participants.

264
265 Janeen reviewed the changes to the documents noting that six documents were involved. She
266 explained that the changes have come via the operations team and past observers as well as the
267 Membership Committee. She said the changes will provide more qualitative information and include
268 more in-depth questions. Before there were too many Yes or No questions, which did not give IAATO
269 many specifics. She also pointed out that the forms were now more straightforward word documents
270 as it was a difficult to edit the previous PDF format.

271
272 Laura Smith, of the Membership Committee, noted that in the context of assisting with this work, that
273 it will help guide observers better, especially those who are new or less familiar and to understand
274 what IAATO is asking of them. She asked membership to support approving the documents.

275
276 The Meeting Chair then asked for each form to be displayed for questions:

277
278 Deep Field Observer Checklist:
279 A member noted that the basic document was fine but asked if the text under section C in the report
280 that refers to 'cruise only' briefing be removed as it is not relevant to deep field operations.

281
282 Observer checklist ships with landings:
283 A member mentioned Point M – sub-Antarctic islands and asked to have a list of all islands included.
284 He asked for clarification as he had noticed that not all of these islands were in IAATO areas and
285 thought it was only South Georgia.

286
287 Lisa responded that this was an historical overview. Most sub-Antarctic islands are in IAATO's area
288 but only South Georgia is on the PVRs. Lisa noted also that the Membership Committee could
289 consider the member's point to clarify this further.

290
291 The member said he would appreciate this being considered.

292
293 **ACTION POINT:** MC to consider adding list of all islands included in the Observer Checklist with
294 Landings, Point M.

295
296 Janeen confirmed that it is possible to vote on the proposal as it stands but for minutes this will be an
297 action to take the member's point back to the membership committee to discuss.

298
299 A member noted that Section 10 Expedition Leader and staff and 75% staff and experience was
300 changed at a recent Town Hall meeting so it will need updating.

301
302 Janeen noted that this change will be made.

303
304 The Meeting Chair opened the floor for vote by hands up only for objections.

305
306 Dockside yacht observer part 1.
307 There were no objections and the document was approved by consensus.

308
309 Dockside yacht observer Part 2
310 There were no objections and the document was approved by consensus.

311
312 Dockside yacht observer part 3
313 There were no objections and the document was approved by consensus.

314
315 Cruise only with changes
316 There were no objections and the document was approved by consensus.

317
318 Air and Deep Field noting the change offered by a deep field member to remove references to
319 vessels.
320 There were no objections and the document was approved by consensus.

321
322 Observer ship with landings with suggestions for the Membership Committee to consider adding a list
323 of sub-Antarctic islands to the document as above.
324 There were no objections and the document was approved by consensus.

325
326 **DECISION:** All Observer Scheme Checklist updates were approved.

327
328 Janeen informed members they should expect to be contacted for a mandatory observation in the
329 next season but the Secretariat was uncertain when or what this will look like in the current pandemic
330 situation. There are a number of new vessels entering the fleet, plus 12 new provisional operators
331 which will be a priority. The Secretariat will keep members informed.

332

333 SUBMERSIBLE WORKING GROUP PROPOSAL

334
335 Antony Gilbert of Viking Expeditions presented the proposal, which was shared with participants in the
336 meeting papers.

337
338 The Meeting Chair asked if the presentation could be shared with the Secretariat for reference.
339 Antony agreed that he would share this.

340
341 A member agreed that this working group is important and understood that there is a need for site
342 guidelines for different areas. He asked what the timeline for developing these would be.
343
344 Antony saw this as a gradual increase of information gathering and continuing to develop them.
345
346 The same member said he needed a clear understanding of the timing, saying he was in favor of site
347 guidelines but would like to know the timelines.
348
349 The EC Chair noted that the group could start on the guidelines and establish what they want to do. It
350 is not in the proposal to establish a deadline.
351
352 Lisa Kelley said, in general, the guideline development itself would follow the site guidelines
353 development process and this depends on the speed of the working group. They can come up with a
354 suite of guidelines for proposing at next meeting, but if they worked quickly, they could theoretically
355 come up with draft guidelines that could be tested next season. We do have these processes in place.
356
357 A member said he supported the proposal but noted that submersibles and their activities made him
358 very wary. He said that this working group needs to get together as soon as possible.
359
360 A member asked if we should make a wider working group to include ROVs.
361
362 Antony noted that they would include associate members and their expertise as well as ROVs.
363
364 Several members voiced their support for this working group and also the inclusion of ROVs within its
365 remit.
366
367 It was noted that anyone with an interest should be allowed to join.
368
369 A member said that under current bylaws, working groups comprise operators and associates. This
370 diversity of membership would benefit the working group.
371
372 A member cautioned including diving/snorkelling/in-water activities as this would make an extremely
373 broad group and IAATO may lose benefits if the work is diluted. This was supported.
374
375 Amanda Lynnes noted that this proposal did include ROVs. There were internal discussions about
376 having it as an underwater group but they echoed previous comments in this meeting about it being
377 too broad. Viking suggested remaining focused on submersibles for effectiveness.
378
379 A representative from Viking agreed that the intention was to deal with submersible operations; and
380 ROVs and be quite specific on submersible operations. Viking was inspired by IAATO's Helicopter
381 WG that was established but it did not include all flying activities. RPAS are not included, for example.
382
383 A member agreed but noted that down the line we may have to concentrate on other in-water
384 activities more.
385
386 It was proposed that this working group could have sub groups within it to address the other in-water
387 activities and that an addition to the proposal could be developed to look at shallow water activities,
388 snorkelling and diving, etc.
389
390 This notion was supported and it was noted that the Antarctic Gateway Committee also has sub
391 groups that have worked well.
392
393 It was asked if the Secretariat was willing to work on this and clarification was sought as to whether
394 this would be an action item for the Secretariat. Gina asked if members could vote this group in and
395 then action a way forward for underwater activities.
396
397 A member said this was an excellent presentation and the scope and purpose of it was clear. He
398 proposed moving ahead with this now and consider developing another WG.
399

400 A members asked why this was not proposed as a committee as submersibles are not a temporary
401 thing.
402

403 The EC Chair noted that forming a working group was a tradition as it allows the group to work
404 together and then develop and establish a committee in future.
405

406 A member said we all recognise there is flexibility and scope to develop this further and motioned to
407 move ahead with this now. The motion was seconded.
408

409 The vote was held to form a Submersible working group
410 The Meeting Chair confirmed that associate members were welcome to be a part of this group.
411

411 Yes – 34

412 No – 0

413 Abstentions – 0
414

415 **DECISION:** The Submersible working group proposal was adopted unanimously.
416

417 In closing, John McKeon announced that he would step down as Chair of the Membership Committee
418 and would hand it over to Laura Smith as Chair. He thanked the committee all their hard work
419 especially Janeen.
420

421 The EC Chair thanked the Membership Committee for all their hard work.
422

423 The Meeting Chair reminded members that the Meeting Minutes were being taking by Erin Delaney
424 and Amanda Lynnes. The Chair also reminded operators about the working groups and encouraged
425 members to come forward to lead on developments. She then reminded all delegates to read the
426 meeting papers and to keep questions succinct.
427

428 A member raised the query of associates not being in attendance at this day of the meeting again.
429 She said she did not feel confident that there is a plan to include associates in future and requested
430 the minutes include this request.
431

432 The Meeting Chair said the next day's Chair would do a review of all actions before the
433 commencement of the meeting for associate members.
434

435 The EC Chair noted that this would be rectified in the future. He encouraged all to get in touch early
436 enough before the annual meeting to rectify situations. Membership input makes IAATO stronger.
437 Tomorrow there will be an apology made to the associates for the situation.
438
439

440 *Day 2: Finance*
441 *May 12, 2021*
442 *Open to All IAATO Members*

443

444 WELCOME, HOUSEKEEPING AND RECAP

445 Tudor Morgan, Meeting Chair, welcomed all to the day's meeting and reminded participants that it is
446 the Chair's role to guide the members. He asked participants to keep their cameras on to help the
447 flow of the meeting process and for the minute takers.
448

449 Janeen Haase, Director of Governance and Finance, read the IAATO Antitrust Admonition. Hayley
450 Collings, Communications and Engagement Manager, reviewed voting procedures and other
451 housekeeping issues with participants.
452

453 The list of voters registered for the day's meeting was displayed on the screen for all.
454

455 The Meeting Chair asked members to note that if their company had an alternate representative in the
456 room, they should let Hayley know so the correct people are identified and can be counted
457 appropriately.

458
459 It was confirmed that there were 35 voting members in the room.

460
461 Elise Grondahl from Albatros took Hans Lagerweij's place for part of the meeting.

462
463 The Meeting Chair gave an overview of Day 1 proceeds and thanked the Membership Committee for
464 their hard work. He also welcomed the new members, which were voted in the previous day.

465
466 It was noted that Associates were not present on Day 1, as minuted, this was an error and will be
467 rectified in future.

468
469 The EC Chair announced a moment of silence for those in our polar community and the wider world
470 lost and affected by COVID-19.

471
472 The Meeting Chair invited comments regarding the minutes from the IAATO 2020 annual meeting.
473 The EC Chair proposed to accept them. There was a motion to approve and it was seconded.

474
475 **DECISION:** The IAATO 2020 Meeting minutes were approved.

476
477 Next the Meeting Chair asked for any questions or comments on the 2020-21 Town Halls Action
478 Points and Decisions documents.

479
480 One member noted that within the Marine Committee, there was further discussion on the Whale
481 Slow Down document that was discussed in the last town hall regarding zodiacs and the definition of
482 'vessel' and this would be passed around to the membership.

483
484 The Meeting Chair proposed to accept these documents as presented. There was a motion to
485 approve and it was seconded.

486
487 **DECISION:** The [2020-21 Town Halls Action Points and Decisions document](#) was approved.

488

489 EXECUTIVE COMMITTEE UPDATE

490 Mark van der Hulst, EC Chair, delivered the Executive Committee update on their work from the past
491 year. He extended a huge thank you to the COVID Advisory Group. He noted the work done with
492 stakeholders, working groups and committees, and strengthening the association. He also reflected
493 on the future and uncertainty in light of COVID 19 saying we need to be ready for changes. The EC
494 does not feel that IAATO has a mandate on resumption of operations and is dependant on the
495 decisions of governments and Competent Authorities (CAs). He stressed that the Association needs
496 to prepare for future and reminded members of its mission and vision.

497
498 He said we look to prepare for drastic strategy and other changes. IAATO resources have been
499 depleted, but it will plan for recovery and growth. We have new members coming in -- growth has
500 started. There will be a focus on governance and management as required and secretariat
501 streamlining where necessary. He reminded members of the regular updates and meetings with the
502 Executive Director and the Deputy Executive Director and suggested that committee chairs will start
503 to join the EC and Secretariat meetings. He then thanked members for their support and interaction.

504
505 A member thanked and complemented the EC and Secretariat for their work during a difficult year
506 saying that it is not easy normally, but in these different circumstances, it must be almost impossible.
507 He thanked both for their unbelievable work.

508
509 The Meeting Chair thanked Mark for steering IAATO through unprecedented times.

510

511 SECRETARIAT UPDATE AND STRATEGIC PLAN

512 Gina Greer then gave an update on the Secretariat and the Strategic Plan saying that members have
513 been given regular updates and also quarterly updates during this year. She outlined changes to the
514 Strategic Plan including new priorities. She briefly reviewed each mainstay including
515 accomplishments and areas needed to work on in future.

516
517 Mainstay 1, the biggest change was likely the introduction of the Town Halls. They have been well
518 prepared and well attended. She noted that we will work on making them more efficient. She called
519 out a few opportunities, such as, compliance under Care and Concern and CDRC procedure
520 enhancements, as well as a need to invest in technology, especially database and ship scheduler.
521

522 Mainstay 2, which chiefly deals with safety and environmental standards, engagement with
523 stakeholders – including Treaty Parties, CAs and other stakeholders which helped with COVID issues
524 – saw intense efforts from Gateways and the COVID Advisory Group. Other opportunities include the
525 SCP where there are questions. She noted that we will be presenting this soon but are in the process
526 of clarifying questions with SCAR. The focus is on managing for growth.
527

528 Mainstay 3 – saw continued engagement with SCAR and the Antarctic community including for
529 COVID. Hayley is working with the Education and Outreach working group to develop the Antarctic
530 Ambassador program. An environmental strategy will be presented to everyone at next year's annual
531 meeting.
532

533 Regarding Managing for Growth, landings per day is of interest and needs to be looked at in detail.
534 Diversification of activities is on the Antarctic Treaty System radar. We are aware a paper is being
535 submitted to the Antarctic Treaty Consultative Meeting with a warning about these. There has been
536 discussion on how we can demonstrate our good work and keep open communications. She said we
537 will keep up a rotation plan to communicate with members. Gina said it is inspiring to see how
538 everyone works together and thanked the EC for their work and the partnership with them. She also
539 thanked the Secretariat as a team which is vested in member success.
540

541 The Meeting Chair thanked Gina for her leadership, especially during COVID-19.
542

543 Hayley Collings, Communications and Engagement Manager, then delivered the IAATO 30th
544 anniversary plans and priorities.
545

546 FINANCE COMMITTEE REPORT

547
548 Steve Wellmeier presented the Finance Committee (FC) Report starting with thanks to Janeen, Gina
549 and Colleen for keeping the FC updated and to Peter McDowell for his input. He noted that Peter will
550 be a strong Chair of the FC going forward.
551

552 Steve gave a review of the 2019-2020 financial year noting that these financials have been filed with
553 the US Internal Revenue Service.

554 There were no questions from members.
555

556 The Meeting Chair asked members to vote to approve the 2019-2020 financials. The vote was
557 unanimous to approve.

558 Yes - 34

559 No - 0

560 Abstain - 0
561

562 **DECISION:** The 2019-2020 financials were approved.
563

564 Steve went on to review the 2020-2021 Financial Year and outline the projections for the end of the
565 year.

566 The EC Chair thanked the Secretariat for finding savings on accounts noting that they have been very
567 diligent, thus placing IAATO in a good position.
568

569 A member offered congratulations as we have the financial report a few days before the annual
570 meeting, and this is the most impressive account especially after such a difficult year. He referred to

571 the \$2 million reserve and the importance of reserves generally. He hoped next season would be
572 much better.

573
574 The Meeting Chair asked members to vote to approve the 2019-2020 financials. The vote was
575 unanimous to approve.

576 Yes - 34

577 No - 0

578 Abstain - 0

579

580 **DECISION:** The 2020-2021 financials were approved.

581

582 Steve then presented the forecast for the budget for the 2021-2022 fiscal year.

583

584 He noted that this was more difficult due to the uncertainty of the near future while the world still deals
585 with COVID-19.

586

587 A member asked if there had been discussion about 2022-2023 and the possibility of stabilizing the
588 finances and replenishing the reserve. He noted that the average passenger fee contribution is \$18
589 but asked if we should be increasing this amount to proactively address finances in the longer term.

590

591 The EC Chair confirmed that we have looked at the long term and a mixture of short term and long
592 term. He informed members that we are using the reserves heavily but need to find best way of
593 addressing the situation of members' financial positions as well. If we increase dues and fees it would
594 be difficult as we want to move together to get through this situation rather than to rely on heavy
595 increases for the future. He confirmed that we are looking at this carefully and working to make sure
596 IAATO survives.

597

598 A member said a worse-case scenario would be down to only the reserve and would be very
599 precarious.

600

601 The EC Chair agreed that if we see that we are moving that direction, we will look to members to get
602 additional finances. He cautioned that if we have no season in 2021-2022, some of our members may
603 cease to exist. He confirmed that we will reach out if we need to, but we don't want to overstretch our
604 members.

605

606 Another member asked also in a worst-case scenario, would it be wise to assume membership
607 numbers would stay the same or would we see a certain decline.

608

609 The EC Chair said there is no crystal ball, as we cannot look at our members' reserves. He noted that
610 if there were no Antarctic season his company could get through but it would seriously hurt them. He
611 assumed IAATO will lose members, including Associates, if we have no season.

612

613 A member said we should assume we will lose Operators and Associates.

614

615 Gina said we will keep communicating and monitoring and relaying information to the membership.
616 We will have to make hard decisions, including changes to the secretariat if we get into that position.

617

618 A member congratulated and thanked the finance team for the valuable comparison. He asked to
619 please refer to slide 12 in the presentation - Scenario planning budget. He asked why Personnel costs
620 were \$709,272, but in the projected budget it was \$600,000 and sought clarification for the higher
621 personnel costs for upcoming season.

622

623 Gina clarified the two things which impacted the projection. She reminded members that we lost a
624 team member when we dropped to 80% so she was not with us for three quarters of the year. She
625 noted that we also received federal relief on payroll taxes last year and this year. She informed
626 members that this tax relief ended in June, and we do not know if we will receive it again.

627

628 A member asked if it would be possible to have a further discussion without the Secretariat present or
629 at least just have Gina present because we may need to have a candid conversation regarding
630 reducing personnel expenses.

631
632 Steve responded to a suggestion to make the initial 25% of fees non-refundable: it is never
633 refundable. Fees and dues are not refundable as stated in the bylaws, so we would need a vote to
634 change that. He confirmed that there were no plans in the proposal to make the pax fees refundable.
635
636 The EC Chair noted that when making this budget they looked carefully at members and Secretariat.
637 The Secretariat has done extremely well in managing costs. He felt strongly in moving forward with
638 this path, which was created to look after the Secretariat as work has not stopped and legislation has
639 not stopped. He cautioned members not to compare their own operations as a member to IAATO. He
640 said EC did not support a closed session without the Secretariat. Affecting the Secretariat further will
641 only harm IAATO further. Members should not underestimate what is being done for them by the
642 Secretariat. The Secretariat is working over hours, and it is already very difficult. We are looking at
643 upcoming growth as well so should not take out core bones.
644
645 A member asked a question regarding 25% pre-payment of estimated passenger fees, whether it was
646 intended that preliminary numbers should be submitted in August. This is only in three months, she
647 said and asked if there was enough clarity yet. She understood that the 25% is credible but by August
648 she was not sure her company and the rest of the membership could give reliable numbers in reality.
649 She supported the 25% as an excellent move but asked that we be more realistic about what could be
650 reliable numbers.
651
652 The Finance Committee Chair asked if this was a suggestion that there is too much uncertainty from
653 operators to make the 25% work.
654
655 She confirmed that it would require not only an internal evaluation by each operator, but also looking
656 to see what each gateway situation was. By that date we may not understand what the situation in
657 each gateway will be.
658
659 The EC Chair said that we have considered various scenarios but we needed to have a cut-off date
660 for planning purposes. In one month's time we need to have a certain date. The timeline could be
661 shifted if that is what the membership wishes.
662
663 Gina reminded members that in the past, members have been asked to pay the 65% of estimate
664 passenger fees sooner. While contemplating how the season might look, we looked at August and
665 only asked for 25% and then proposed a review in November which speaks to this and tries to
666 account for members being in difficult situations.
667
668 A member spoke on the subject of needing to watch costs and asked if IAATO was still contributing to
669 the fellowship program and whether we should be doing so.
670
671 Gina confirmed that we are in partnership with COMNAP and SCAR and the \$15,000 in the proposed
672 budget is for this year. The question is whether or not to add to next year.
673
674 The EC Chair said that they have looked at this and it meets our core values and how we look to the
675 continent. If we cut this it says we are looking only at commercialisation. We need to show the world
676 we do care and that we support research and scholarships. \$15,000 is a lot of money but the harm it
677 would do to outside world's perception of IAATO is more damaging if we discontinued this.
678
679 The member asked if it would be reconsidered if there was no season.
680
681 The EC Chair said if there is no season a lot of things will be reconsidered, which is why we have the
682 different scenarios.
683
684 It was suggested by several members that there was still a need to have a discussion with members
685 only and to have the Secretariat leave the room.
686
687 The Meeting Chair asked if there were any objections to doing so and there were no objections. The
688 Secretariat left the room.
689

690 *NB: There were no minutes taken in this session. However, it was decided that an additional Town*
691 *Hall meeting would commence in June with a proposed 6-month budget to be presented to members*
692 *to vote upon.*

693 EC MEMBERSHIP

694 The EC Chair outlined the Terms of Reference (TORs) for the EC and reminded membership of 3-
695 year tenure requirement, including EC structure and what is required in order to serve on the EC. He
696 noted that there are five people currently on EC and that he would be stepping off the following day.
697 He confirmed that Robyn Woodhead, Robin West, Rob McCallum and Tudor Morgan will remain. He
698 then displayed the committee leadership changes on screen and said that the rest of the committees
699 will be displayed tomorrow.
700

701 The Meeting Chair reminded all of the elevator speeches which were submitted by Steve Wellmeier
702 and John McKeon, who were standing for the EC at the meeting.
703

704 Janeen then explained the format for voting for the EC and voting that would be sent to members that
705 evening via SurveyMonkey and asked members to be sure to complete their votes by midnight
706 Eastern Daylight Time (EDT).
707

708 The Meeting Chair reminded members that the email would go to the registered voter for each
709 company and to let Janeen to know if there had been a change.
710

711 Mark van Der Hulst introduced the proposed new Chair of the EC, Robyn Woodhead. He mentioned
712 that he has worked with Robyn for four years and could endorse her saying that she has a clear
713 vision.
714

715 Robyn thanked Mark and said we are only strong as long membership has a voice. Robyn introduced
716 herself as a current EC member and included her past history and career and personal path to today.
717 She said she wanted to drive the association forward getting back to business while still aligning to its
718 mission.
719

720 The Meeting Chair opened the floor for questions. There were none. The Meeting Chair then thanked
721 all present reminded participants to check for the SurveyMonkey email in order to cast their vote.
722

723

724 *Day 3: Bylaws, New Committees and Proposal*
725 *May 13, 2021*
726 *Open to All IAATO Members*

727

728 WELCOME, HOUSEKEEPING AND RECAP

729 Meeting Chair, Robin West, opened the meeting and Janeen read the Antitrust admonition.
730

731 A member asked for changes to the TORs for the Finance Committee to be discussed and voted on
732 during this meeting.
733

734 The EC Chair noted that there was a set agenda and that this request comes too late to handle
735 properly during this meeting. He suggested we work on this and re-visit in a subsequent meeting in
736 the near future.
737

738 Hayley then read the instructions for the meeting again and overview of voting.
739

740 The agenda was shown on the screen and the Meeting Chair asked for a motion to approve the day's
741 agenda. There was a motion and it was seconded. The agenda was approved unanimously.
742

743

744 The results of the voting for the committees and working groups were shown on screen and Janeen
745 explained that the roster would be included in the Day 3 papers and would be posted on the IAATO
746 website.
747

748 PROPOSAL FROM SOUTHERN OCEAN OBSERVING SYSTEM (SOOS)

749
750 Pip Bricher, from SOOS, went through the proposal, which was forwarded to members with the
751 meeting papers ahead of the meeting.
752 The floor was then opened for questions.
753

754 A member showed support for the project saying that it is an important study for IAATO and is a great
755 way for members to help.
756

757 A member asked why the word degrade was used in the proposal.
758

759 Pip responded that this was in effort to make the information used less precise explaining that she
760 was anxious to avoid making the data more precise so that ship positions are not shown in effort to
761 protect members' commercial information.
762

763 Another member supported cooperation with the scientific community. He had a comment regarding
764 the wording that if any IAATO data would be inadvertently displayed it would be removed promptly.
765 He felt that this could be worded more strongly.
766

767 Pip responded that obviously the intention was not to reveal anything, and they have put in
768 safeguards. She hopes it will never have to be relied upon but if it does happen, they would take
769 immediate steps. She said it does not serve their interests to put something out there that causes
770 IAATO to stop sharing data with them.
771

772 Lisa wished to follow up with database and data issue saying that the Secretariat has been working
773 very carefully with SOOS on this issue. She confirmed that we would also make sure that there were
774 firewalls and protections so that the only data that is delivered is the data that is agreed upon.
775

776 The Meeting Chair asked for any further comments. There were none.

777 The Meeting Chair asked for a motion to vote on this proposal. There was a motion and it was
778 seconded.

779 Yes - 34

780 No - 0

781 Abstain - 1
782

783 **DECISION:** The SOOS proposal was approved.
784

785 COVID-19 ADVISORY UPDATE

786 Kim Crosbie, Mark van der Hulst and Laura Smith gave an update on the COVID-19 Advisory Group's
787 work.
788

789 Kim gave an overview of the advisory group's makeup and an overview of the work done throughout
790 the past year. She said the advisory group worked to learn and inform members about the criteria for
791 opening borders in various gateway countries. She noted that members should accept that we will be
792 working in a COVID world but will be moving from pandemic to endemic situation where we will likely
793 stay for many years to come. She outlined conversations about vaccination requirements and the
794 case of an outbreak onboard and how it would be dealt with. The question is what it would mean for
795 the industry. She then invited others to join the advisory group saying that they would be welcomed.
796 She also noted that it is difficult for these governments to give exact answers and that the discussions
797 are cautious and sensitive. Looking ahead we are trying to get answers more quickly or as much as
798 possible. She emphasized that Medevacs are also a big question. She announced that IAATO would
799 be having another Town Hall in the next month where we will review any updates and developments
800 in the last and upcoming weeks.

801
802 Mark van der Hulst gave an overview of the survey and called members' attention to the resource
803 center. He noted that they were working on a survey which is being finalized. In this survey it is asked
804 whether or not a member is making vaccinations mandatory, whether there would be testing on board
805 and all types of things that might be influential to discussions with the various gateways. He noted that
806 some of these things might give the gateways comfort to open gateways earlier. He mentioned that
807 IAATO could potentially use our lessons learned to share with the outside world. He informed
808 members that the survey would be anonymous and asked all members to answer the questions so we
809 have a good overview of all operations moving forward. We have not discussed if we would share the
810 outcomes outside but will continue with this discussion. It is hoped that the survey would be ready for
811 the week after the meeting.

812
813 Laura Smith presented and introduced the resource center.
814

815 The Meeting Chair then opened the floor for questions. A member said it is understood that the
816 survey is anonymous but asked how would it be handled if all operators would not say whether they
817 were vaccinating passengers. Mark said that one of the questions asks about if the majority says one
818 thing and your company says no, would you still be comfortable following something. He said they
819 would ask those operators to get in touch with the group or the secretariat.

820
821 A member asked for Mark to repeat and clarify the statement about vaccination for staff and crew
822 being mandatory. Mark informed members of the Neptune Declaration which deals with the concerns
823 of seafarers and their rights. A new lobby for seafarers to be recognized as essential workers so that
824 they may be moved to the front of the list for vaccinations in their countries. The more attention it gets
825 the more possibility this will go through. He encouraged members to get involved.

826
827 A member asked what the main documents are in the resource center how members would know
828 which documents are the most up-to-date. Lisa noted that the COVID Advisory Group would be
829 moving old documents to an archive folder and the ones left in the main folder would be the most up-
830 to-date. She also offered a point of clarification on the survey saying that it will be anonymous to the
831 advisory group but that the Secretariat will know which companies have responded.

832
833 A member asked if there were any cruise ships working at the current time and whether there was
834 any information about what they are doing; for example, are they using masks, have there been any
835 reported cases, etc.

836
837 Mark responded that he knew of some cruises happening or which are starting up in the near future.
838 He cited a new release from the CDC that they have adopted protocols which involve changing mask
839 requirements. He also mentioned that there were EU documents about what to consider when
840 restarting operations. He reminded members that these would, of course, change over time and that
841 our industry has likely been much more conscious about hygiene than others.

842
843 Several other members gave examples of what their companies were doing in this regard.
844

845 One company hoped to start up again this summer domestically with very strict procedures. 50%
846 capacity, testing before, during and after – vaccinating crew, etc. They planned to require
847 vaccinations and social distancing on board, including mask wearing in public areas. They also plan
848 negative pressure cabins, UV lights, automatic thermal testing, etc.

849
850 Another company stressed the importance of flexibility and being dynamic. They said they were
851 working with the CDC and adhering to those mandates. They gave the example of the change in
852 mask mandates. They noted that having 98% of their crew and 97% of their passengers vaccinated
853 was required in their home country, the US. They noted that they were aware that many of the
854 countries have started vaccinating all crew members on board as well.

855
856 Another company said it had one vessel in operation in the Canary Islands and that they were
857 fortunate that it was a brand-new vessel and they were able to make modifications in the shipyard
858 before operating. They have achieved, with multiple extensive protocols, permission to operate in the
859 Canaries and will need permission to leave there. They are hoping to receive permission to travel up
860 to Europe. They will fly all guests together, and they will be tested before departure and will be

861 transferred to the pier and re-tested before embarkation and before disembarkation. They said they
862 are continually coming up with Plan A, B, C and so on.

863
864 A member then asked if any operators had formally confirmed Antarctic departures for the 2021-22
865 season.

866
867 Mark responded that everything was too unsure at the moment to answer that question. He then
868 invited any of the cruise-only members to join the advisory group to share their experience and
869 knowledge.

870
871 A member said that their company was starting up shortly with larger ships. They will require
872 vaccinations for guests and that there were a number of mitigations they were calling for, i.e., a
873 negative PCR test prior to departure and then throughout the voyage as well as UV lighting, and
874 following all of the CDC measures, etc. He said they are starting up very modestly and are adjusting
875 as time goes on and the world situation develops.

876
877 Another company said they would be starting up domestic Alaska voyages in June and they would be
878 conducting proof of concept voyages at end of May. Fully vaccinated crew and passengers were also
879 required. They noted that all of their procedures have been published on their website and
880 encouraged members to have a look. They informed members that the lessons learned from the
881 Alaska cruises would be valuable for Europe and Antarctica travel to come. They noted that the
882 majority of their crew (at least on US side) were vaccinated and that they hope to be well-positioned
883 by the time Europe and Argentina open.

884
885 Laura Smith offered a big thank you to everyone who shared their plans for the coming months. She
886 noted that it would be helpful that as operators do their proof of concept they would then share key
887 lessons learned.

888 ENVIRONMENTAL AND OPERATIONAL GUIDELINES UPDATES

889 Susan Adie gave an overview of the updates and gave thanks to Lisa and Amanda for all of their work
890 in this area. She said the scientific community had expressed concern for tourism possibly
891 transmitting the virus to wildlife so this is what they have been working on this year.

892 893 IAATO Biosecurity Cleaning Procedures final for members May 2021

894 Amanda Lynnes reviewed the updates to the document and gave a general overview. The Meeting
895 Chair opened the floor for comments.

896
897 A member noted that IAATO needs to make sure that there are no statements that are specific to
898 certain types of operations. He said if members could pass these procedures today as they stand, he
899 would be happy to help work on minor editorial changes afterwards.

900
901 Amanda asked if members could see this document as usable for the deep field community. A
902 member said we need to decide if we want this to be general for all or if we should have two separate
903 documents.

904
905 The Meeting Chair asked for any other comments. There were no further comments.

906
907 The vote was done by consent. There were no objections.

908
909 **DECISION:** The IAATO Biosecurity Cleaning Procedures_final for members May 2021
910 document was approved

911 912 The IAATO Birdwatching Guidelines

913 Amanda showed the guidelines on the screen and Susan reviewed the changes and enhancements
914 to the document.

915
916 The Meeting Chair opened the floor for comments, there were none.

917
918 The vote was done by consent. There were no objections.

919
920 **DECISION:** The changes to the IAATO Birdwatching Guidelines document were approved.
921
922 The IAATO Seal Watching Guidelines
923 Amanda showed the guidelines on the screen. Susan reviewed the changes and enhancements to
924 the document. The Meeting Chair opened the floor for comments, there were none.
925
926 The vote was done by consent. There were no objections.
927
928 **DECISION:** The changes to the IAATO Seal Watching Guidelines document were approved.
929

930 IAATO STATEMENT ON THE USE OF RPAS

931 Lisa shared the document on the screen and gave an overview of the changes to the document.
932 She noted that the only thing that had been changed was to remove the date from the document.
933
934 The Meeting Chair opened the floor for comments, there were none.
935
936 The vote was done by consent. There were no objections.
937
938 **DECISION:** The IAATO Statement on the use of RPAS document was approved.
939

940 STATEMENT - CRUISE ONLY NEPTUNE'S BELLOWS

941
942 Richard Boyden, of Princess Cruises, introduced the advisory statement and gave background. The
943 statement was included with the meeting documents shared with members prior to the meeting.
944

945 BYLAWS AND TERMS OF REFERENCE (TORS) UPDATES

946 Steve Wellmeier, Bylaws Committee Chair, gave the overview of the changes to bylaws since the
947 previous annual meeting in 2020. He called attention to the IAATO Town Hall decisions document
948 which was included with the meeting papers and delivered to members prior to the meeting as it was
949 a helpful re-cap of information and decisions made by members in the past year.
950

- 951 ■ The Field Staff percentages bylaws changes were shown on the screen and as delivered with
952 the meeting documents to members prior to the meeting. The Meeting Chair asked for a vote
953 to approve these changes to the Bylaws.

954
955 The vote was done by consent. There were no objections.

956
957 **DECISION:** The Field Staff percentages bylaws change document was approved

- 958
959 ■ Mandatory Observer Scheme addition to the Bylaws

960 The Meeting Chair opened the floor for discussion.

961 A member noted that the statement in regards to yacht inspections was not clear and did
962 not clarify that yachts would have Dockside Observations.

963
964 Steve responded that it was felt that this was always understood. He noted that if the
965 membership felt strongly about this, they could address it and update the wording.

966
967 Several agreed that this was understood but it was proposed to change the wording from
968 "carry" to "accommodate" an observer. It was also changed for the provisional operators.
969

970 Steve clarified one issue and suggested a change to the wording under Provisional
971 Operators to “during their first **operational** Antarctic Season following acceptance...”
972

973 A member noted that there were several exceptions, as above, due to the different type of
974 operators in the membership.
975

976 The Meeting Chair asked if there were any objections to the changes. There were no
977 objections
978

979 **DECISION:** The changes to the Bylaws concerning the Mandatory Observer Scheme were
980 approved.
981

982 ■ The Meeting Chair asked if there were any objections to having the new Deep Field & Air Ops
983 and Climate Change Committees, which were approved at the April 10, 2021 Town Hall,
984 added to the committee list in the Bylaws. There were no objections.
985

986 **DECISION:** The changes to the Bylaws concerning the addition of the two committees were
987 approved.
988

989 VIKING’S PROPOSAL IAATO/AECO

990 Jørn Henriksen gave an overview of the proposal Viking submitted. He explained that the proposal
991 was asking for a neutral analysis and looking for a formal process about how IAATO works together
992 with AECO because there are many overlap areas. He clarified that they were not suggesting a
993 merger. He felt that the IAATO EC had pre-processed the discussion and dismissed the proposal out
994 of hand. He said Viking are content with an outcome that says “no” but felt that the members should
995 be able to have a discussion at the annual meeting. He said Viking would like more discussion, not
996 necessarily a vote on this proposal.
997

998 The Chair of the IAATO EC responded that the EC response was not, in fact, unprecedented. The
999 proposal outlines 10 tasks which would mean that it requires an output and allocation of resources of
1000 the secretariat while they are already constrained by reduced resources due to COVID. This also
1001 requires collaboration with AECO and IAATO cannot force that. The Chair stressed that the EC is
1002 happy if the proposal is put on the table to look for common ground, but this is different from what was
1003 outlined in the proposal. He suggested members look at the action points in the EC statement.
1004

1005 Regarding the survey, the Chair stated it is premature, and requires collaboration from AECO and we
1006 learned that AECO also did not have the resources to accomplish a survey. We did have the first
1007 combined EC meeting with AECO and IAATO and hope we can meet halfway.
1008

1009 A member echoed what the Chair said from an AECO perspective. She said the cooperation would
1010 take time to decide on the 10 points and as of now AECO does not have these points on the table, so
1011 it was only an IAATO issue at the moment. This will need more time, and it will need to be addressed
1012 to both organizations.
1013

1014 A member felt that the proposal from Viking was good but understood that the timing is difficult. He
1015 asked whether it was an option to create a working group which would start collecting information and
1016 create a summary regarding some of the points Viking brought up.
1017

1018 Another member noted that he was glad this was brought forward, saying that members should never
1019 feel that they cannot discuss anything. He felt it was impractical to go down this road and in light of
1020 the discussions during this meeting we do not support going further with this at the moment. Even a
1021 working group would take resources we just do not have now. We need to put this on the back burner
1022 for now and ask Viking to bring this back in a few years’ time.
1023

1024 Jørn said Viking was happy to withdraw the proposal from the meeting and spare the meeting the
1025 time to go through a vote. From Viking's perspective it is important to be aware of how IAATO moves
1026 forward in terms of bylaws and how members work together in this situation. It is worth keeping in
1027 mind the contents of this proposal and re-visit sometime in the future.

1028
1029 The EC Chair agreed that this was the way to bring proposal to the floor. He reminded members that
1030 the EC did review this proposal and agreed that this was not practical for IAATO right now. He agreed
1031 to revisit this in the future.

1032
1033 **DECISION:** Viking withdrew their IAATO/AECO proposal as discussed above.
1034

1035 MEETING WRAP-UP

1036
1037 The Meeting Chair thanked the other meeting chairs and also members for their patience over the last
1038 three days.

1039
1040 Mark van der Hulst, outgoing EC Chair, gave closing remarks. Copied below.

1041
1042 *Dear Members,*

1043
1044 *We are getting at the end of our annual meeting, we have had fruitful discussions, have made*
1045 *important decisions together. The closure of this meeting will be my last task as chair of the*
1046 *EC as well as being a member of the EC. I will be stepping down and hand over the chair*
1047 *position to Robyn Woodhead. Congratulations Robyn. Having worked with you I know that the*
1048 *EC will be in good hands! Look after the boys and make sure they behave.*

1049
1050 *My five years in the EC comes to an end and during those five years a lot has happened; I've*
1051 *worked with three Executive Directors (ED), two interim co-executive directors and one acting*
1052 *executive director. I certainly do hope it wasn't about me. In those five years within the EC we*
1053 *have had difficult and interesting discussions about the growth of our industry, important*
1054 *meetings, discussing strategic plans going forward. We agreed to sometimes disagree and, in*
1055 *the end, we always have come to a decision moving forward with the best interest of our*
1056 *organization in mind. The past year we had to make even more difficult decisions for the*
1057 *organization following our industry standstill caused by the pandemic. Making decisions for*
1058 *this organization knowing that it affects people that work so hard for our organization,*
1059 *reducing their working hours and therefore affect their personal income was for me extremely*
1060 *hard to do, especially when you have learnt over these five years how hard and passionate,*
1061 *they work for the continent and IAATO.*

1062
1063 *I have learnt a lot during those five years, from the numerous EDs, my fellow EC members*
1064 *and from you all as members. Even in this time when we are still dealing with the pandemic, I*
1065 *personally do feel that I leave the EC having in mind that IAATO is in a better position than*
1066 *five years ago. Our industry has grown and so has our organization, in the past years*
1067 *together we have made things more professional, robust, structured. We have matured...but*
1068 *we are not grown up yet!*

1069
1070 *Two years ago, I was allowed by a vote from the members to take the position as Chair of the*
1071 *EC, and at the end of that meeting, we as an EC made a promise to update the membership*
1072 *more regular and provide updates during the year. We also made it a priority to work on*
1073 *empowering committees and we talked about making our meetings more effective. In one of*
1074 *our updates, we have shared the EC's pledge of good governance. We have worked hard on*
1075 *meeting those commitment and in my opinion, we have ticked a lot of those boxes.*

1076
1077 *We should not forget that we all own IAATO, we are the shareholders! Together we have built*
1078 *it over the last 30 years. As shareholders we should protect it and make it stronger and better,*
1079 *just handle it with the same care as we do with our own companies or our own vessels. Not*
1080 *buying lubrication oil for your engine might save you a bit of money but the damage and costs*
1081 *it will cause in the long run to your sweet running engine will be multiple times bigger or as we*

1082 used to say as Navy Divers, "it's like peeing in your dry suit, it's warm and nice in the
1083 beginning but getting cold and uncomfortable soon". Let us us not forget who or what
1084 IAATO's engine is and treat it with the respect it deserves.
1085

1086 IAATO doesn't get better from rumbling noise in the background or uncontrolled aired
1087 opinions or ideas without addressing it to the committee or person who perhaps can do
1088 something with it. Opinion, Ideas or proposals will remain opinion, ideas or proposals if they
1089 are not being worked out properly and then can presented and discussed with the whole
1090 membership in an applicable forum. It has been said; every member has the right to submit
1091 proposals; please do so if you see a need for change.
1092

1093 This year we celebrate 30 years of IAATO, and we have people in this room that can talk
1094 about all those 30 years, simply because they were part of it. I personally can talk about a
1095 good half of it. But we are very fortunate, and we should be happy about it, that we also have
1096 people that only go back one or two years; simply because it means we have continuation!
1097 We should welcome our new polar friend with open arms and invite them to participate.
1098

1099 While I have thoroughly enjoyed being the chair of the Marine Committee for more than 6 or 7
1100 years, I did realize that in the benefit of IAATO it was my time to step aside and make way for
1101 others. Within IAATO we have a lot of institution memory and knowledge, we should pass that
1102 on. But we should also use the knowledge and capabilities that new people bring into our
1103 organization. In the end we are all passing by; There will be a time when we personally move
1104 on, stop working or leave the industry for whatever reason, it should be everyone's goal to
1105 leave IAATO better as when they "found it"; continuation is key, I think.
1106

1107 Wouldn't it be great to all be able to come to the IAATO 50 years reunion in 20 years when
1108 some or many of us will be old and retired and then find IAATO in a great shape and run by
1109 people with the same passion and enthusiasm we all have now!
1110

1111 In a few moments I will formally leave a position I was allowed to fulfill by the membership for
1112 five years. It has been a great honor and a great pleasure. I will of course not cease to assist
1113 IAATO, I will remain actively involved, but for now in other committees or in different roles.
1114

1115 When leaving I of course will need to thank a few people:
1116 I need to thank the EDs I worked with: Kim, Gina, Damon and Terry.
1117

1118 The whole secretariat: Colleen, Erin, Cody, Hayley, Amanda, Janeen, Lisa and Gina; you all
1119 are stars! You have been through some turmoil the last years but I hope we have arrived in
1120 calmer waters. I'm impressed by your ever supportive and professional approach and you
1121 have my deepest respect!
1122 Thank you for always being there.
1123

1124 Two fabulous Finance committee chairs I've worked with: Ute and Steve. Thank you for
1125 crunching those numbers and keep us updated if the books matched.
1126

1127 I do need to thank my shareholders who always have giving me the freedom to allocate all
1128 time and resources to fulfil this role.
1129

1130 And last but not least my fellow EC members from the past five years, with a special thank
1131 you for Robyn, Robin, Rob and Tudor. We have spent a lot of time together the last two
1132 years! I talked more to this group than some of my own people. You are a great team and
1133 with the new members who just joined I see a great bunch of people moving forward!
1134

1135 I remain positive for a season ahead, and I hope to see many of you down south. I certainly
1136 do hope that next year we will be able to organize our annual meeting in person. We have a
1137 lot of catching up to do! And if we are that fortunate next year, the first round is on me!!
1138

1139 I have learnt a lot from all of you! Thank you.
1140

1141 The IAATO 2021 Annual Meeting Closed.

Agenda Item	Action Point / Decisions	Tasked to	Action/Decision
	Robyn Woodhead, Tudor Morgan and Robin West were approved unanimously as Meeting Chairs.		DECISION
	The IAATO 2021 Agenda for all three days was adopted.		DECISION
	List of members who left IAATO in the past year to be shared with membership	Secretariat	ACTION POINT
	Alegria Marineros, Atlas Ocean Voyages, Crystal Cruises, Norwegian Cruise Lines, Swan Hellenic and Vantage Deluxe World Travel were voted in as IAATO Provisional Operator members		DECISION
	The Submersible working group proposal was adopted unanimously.		DECISION
	MC to consider adding list of all islands included in the Observer Checklist with Landings, Point M.	Membership Committee	ACTION POINT
	The IAATO Observer Scheme Checklist updates were all approved		DECISION
	The IAATO 2020 Meeting Minutes were approved.		DECISION
	The 2020-21 Town Halls Action Points and Decisions document was approved.		DECISION
	The 2019-20 accounts were approved.		DECISION
	The 2020-21 Finances were approved.		DECISION
	The 2021-22 Budget was not approved, but members agreed to revisit the budget at a June Town Hall meeting.		DECISION
	The SOOS proposal was approved.		DECISION
	The IAATO Biosecurity Cleaning Procedures_final for members May 2021 document was approved		DECISION
	The changes to the IAATO Birdwatching Guidelines document were approved.		DECISION
	The changes to the IAATO Seal Watching Guidelines document were approved.		DECISION
	The IAATO Statement on the use of RPAS document was approved.		DECISION
	The Field Staff percentages bylaws change document was approved		DECISION
	The changes to the Bylaws concerning the Mandatory Observer Scheme were approved		DECISION
	The changes to the Bylaws concerning the addition of the two committees were approved.		DECISION
	Viking withdrew their IAATO/AECO proposal.		DECISION

Appendix B: IAATO 2021 Annual Meeting Agenda and Papers List

Day One ~ Tuesday, May 11, 2021

12:00 - 16:00 UTC

Area	Details	Presenter	Vote ?	Type of Vote	Associated Papers	Updated Date
Day 1 - Operators Only						
Housekeeping	Antitrust Admonition, Introductions, Meeting Chair Approval	EC Chair, Janeen Haase	Yes	Hands up	IAATO Antitrust Admonition.pdf	
Membership	Membership Committee Report	John McKeon	No		IAATO 2021 Membership Committee Report.docx	
Membership	New Provisional Operator Applications	John McKeon	Yes	Hands up	Folders: •Provisional Operator - Alegria Marineros •Provisional Operator - Atlas Ocean Voyages •Provisional Operator - Crystal Cruises •Provisional Operator - Norwegian Cruise Lines •Provisional Operator - Swan Hellenic •Provisional Operator - Vantage Deluxe World Travel	The 6 Provisional Operators will be asked to leave the meeting for discussion and vote.
BREAK						
Membership	Spirit of Sydney Mandatory Observer	John McKeon	No		SoS IAATO DOCKSIDE YACHT Observation Part 1 v2.docx	
Membership	Updated IAATO Mandatory Observer docs	Janeen Haase	Yes	Hands up	•IAATO DOCKSIDE YACHT Observation Part 1 - OBSERVER rev2.docx •IAATO DOCKSIDE YACHT Observation Part 2 - GUEST rev2.docx •IAATO DOCKSIDE YACHT Observation Part 3 - OPERATOR rev 2.docx •IAATO Observer Checklist Cruise Only w changes.docx •IAATO Observer Checklist for Air and Deep Field Operations w changes.docx	
Membership	Submersible Working	Anthony Gilbert	Yes	Hands up	Proposal Viking Submersible WG.pdf	

IAATO 2021 Annual Meeting Agenda and Papers List

**Day Two ~ Wednesday, May 12, 2021
12:00 - 16:00 UTC**

Area	Details	Presenter	Vote?	Type of Vote	Associated Papers	Updated Date
Day 2 - All Members						
Housekeeping	Various, recap, Antitrust Admonition, etc.	Meeting Chair	No			
Meetings	AGM2020 and 2020-21 Town Hall Minutes approval	Meeting Chair	Yes	Hands up	IAATO 2020 Meeting Minutes Draft FINAL.pdf IAATO Town Hall Decisions Summary.docx	
EC /Secretariat	EC Update	Mark van der Hulst	No			
Strategic Plan	Secretariat and Strategic Plan Update	Gina Greer	No		FY21SP Update & FY22SP Final v1.pdf	
IAATO30	Update	Hayley Collings	No			
Finance	FC Report ~ 19/20 Actuals, 20/21 Projection	Steve Wellmeier	Yes	Hands up	Finance Committee Report FY19-20 & 20-21.pptx	To be delivered May 5
Break						
Finance	FC Report ~ 21/22 Proposed	Steve Wellmeier	Yes	Hands up	Fiscal forecast for FY2021-22.pptx	To be delivered
Executive Committee	Vote on EC members -	Meeting Chair	Yes	SurveyMonkey overnight	John McKeon - EC2021.mp4	Vote on 2 new
Membership	Vote for new committees	Meeting Chair	Yes	SurveyMonkey overnight		

IAATO 2021 Annual Meeting Agenda and Papers List

Day Three ~ Thursday, May 13, 2021

12:00 - 16:00 UTC

Area	Details	Presenter	Vote ?	Type of Vote	Associated Papers	Updated Date
Day 3 - All Members						
Housekeeping	Various, recap, Antitrust Admonition, EC and Committee vote results	Meeting Chair	No			5/10/21
SOOS	Project intro	Pip Bricher	Yes	Hands up	SOOS DueSouth Proposal FINAL v2.docx	
COVID-19 Advisory	Update on Steps forward	COVID Advisory Group	No		06 MAY 2021 COVID19 Gateway Update .docx	Added 5/10/21
Operations	Environmental and Operational Guidelines updates	Amanda Lynnes, Lisa Kelley, Susan Adie	Yes	Hands up	IAATO Biosecurity Cleaning Procedures_final for members May 2021.docx IAATO Birdwatching Guidelines_For members May 2021.docx IAATO Seal Watching Guidelines_for_members May 2021.docx IAATO Statement on the Use of RPAS.docx Explainer about changes to 2021 guideline review for members 2021.docx	Seal Watching Guidelines updated 5/10/21
Marine Committee	Statement - Cruise Only Neptunes Bellows	Richard Boyden	No		Neptunes_Bellows_May2021.pdf	
Break						
Bylaws	update incl Confidentiality clarification	Steve Wellmeier	No			
Bylaws	Field Staff Percentages Bylaws vote	Steve Wellmeier	Yes	Hands up	Field Staff Percentages Bylaws Revision.docx	
Bylaws	Mandatory Observer Scheme addition to Bylaws vote	Steve Wellmeier	Yes	Hands up	Mandatory Observer – Bylaws Revision.docx	Document posted 4/29, agenda updated 5/3
Bylaws	DFAO & CC Committees added to Bylaws	Steve Wellmeier	Yes	Hands up	TOR for Committees and Delegates April 2021.pdf	Agenda updated 5/3
Governance	Viking's proposal AECO/IAATO	Jørn Henriksen	Yes (?)	Hands up	Proposal Viking further cooperation with AECO.pdf	
Governance	IAATO EC response to Viking's AECO/IAATO proposal				Statement from IAATO EC Regarding Merger-Proposal V2.pdf	
Wrap-up	Meeting ends - wrap up from EC Chair and Executive Director	Mark van der Hulst	No			

Appendix C: IAATO Annual Meeting May 11 - 13, 2021 Registration Master List

Operator					
Operator	Abercrombie & Kent	Bob	Simpson	Vice President Expedition Cruising	bsimpson@abercrombiekent.com
Operator	Albatros Expeditions	Hans	Lagerweij	President	hla@albatros-travel.com
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Operator	ALE	Peter	McDowell		peter.mcdowell@antarctic-logistics.com
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Operator	Antarpply Expeditions	Monika	Schillat	Expedition Planning and Staffing	monika@antarpply.com
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Operator	Arctic Trucks	Emil	Grimsson	General Manager	emil@arctictrucks.is
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Operator	Cheesemans' Ecology Safaris	Ted	Cheeseman	owner	teo@cheesemans.com
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Operator	Cheesemans' Ecology Safaris	Victoria	Wheatley	contractor	victoria@excelinc.us
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Operator	DAP	Rodrigo	Gomez	Logistics	Rodrigo.gomez@dap.cl
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Provisional Operator					
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IAATO Secretariat Member					
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IAATO Secretariat Member	IAATO	Cody	Ochs	Database Mgr	cochs@iaato.org
IAATO Secretariat Member	IAATO	Colleen	Sweeney	Book keeper	CSweeney@iaato.org
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Invited Guest	AECO	Anders la Cour	Vahl	Assistant director	anders@aeco.no
Invited Guest	Southern Ocean Observing System	Pip	Bricher	Data Officer	data@soos.aq