

Proceedings of the 4<sup>th</sup> Meeting of the Board of Directors Meeting of the Sapporo Conference for Palliative and Supportive Care in Cancer (SCPSC)

(A resolution was passed at the 3<sup>rd</sup> Meeting of the Organizing Committee for the title "Organizing Committee" to be changed to "Board of Directors")

The Meeting of the Board of Directors for the 3<sup>rd</sup> SCPSC was held on Saturday, July 21, 2018 in Room 503 on the 5th floor of Hotel Pearl City in Kobe City. The following proposals were resolved under vice-president Takeshi Terui, Chairperson of the 3<sup>rd</sup> SCPSC.

1. Date, Time and Location of the 3<sup>rd</sup> SCPSC

August 21 & 22 (Fri & Sat) 2020 at the Sapporo Park Hotel was proposed by Chairman Takeshi Terui and approved.

2. Plan for the 3<sup>rd</sup> SCPSC

The general plan, provisional program and time schedule drafted by Chairman Takeshi Terui was accepted.

3. Call for abstracts (poster session)

The call for abstracts (poster session) proposed at the 3<sup>rd</sup> Meeting of the Organizing Committee was discussed and it was decided to focus on poster presentations.

4. Participation Fees for the 3<sup>rd</sup> SCPSC

Fees were set at 20,000 yen (pre-registered) and 30,000 (on the day) for doctors, with fees discounted by 50% for participants other than doctors. It was resolved to decide fees for corporate attendees separately.

5. Submission to an English Journal

An advisory committee consisting of Dr. Friedrich Stiefel, Dr. Russell Portenoy, and Dr. Christina Puchalski was decided order to provide advice on the submission of the SCPSC records as a "conference report" to an appropriate English journal.

6. Nomination of Board Members

Dr. Kenji Nakamura of Higashi Sapporo Hospital was nominated by Dr. Takeshi Terui and approved.

7. Other Matters

A request was made to the Secretariat by Professor Akihito Tsuji that participants traveling from long distance should be informed regarding the use of low-cost carriers.

In his closing remarks, Vice-president Hideki Ohnishi stated that "the SCPSC should continue to maintain a high quality of research in the future," which gained unanimous approval from all present.