



**International Actuarial Association
Executive Committee Virtual Meeting Minutes
March 6, 2025 – 06:00 EST**

Chairperson: Bozenna Hinton
Secretary: Mathieu Langelier

1. Welcome

The Chair welcomed all members.

2. Approval of the agenda

A consent agenda was introduced. The item on the appointment of a new Communication Subcommittee member was moved to the business agenda for discussion. The revised agenda was approved.

Consent Agenda items

3. Approval of minutes – January 30, 2025

The meeting minutes were approved.

4. EC and Officers Responsibilities

The document was approved.

Business Agenda

5. Sustainable Development Goals Task Force

The SDG Task Force has completed its work on actuarial contributions to the SDGs. Their work covered topics of Disaster Risk & Climate Adaptation, Access to Finance, and Governance, producing case studies, mapping actuarial contributions, and aligning supranational activities with IAA's sustainability efforts. Findings and recommendations will be passed to the Climate & Sustainability Committee.

Motion: That EC approves the disbandment of the SDG Task Force effective immediately.

The motion was approved, and the Chair thanked Task Force members for their valuable contributions.

Action: Staff to pass the output of the SDG Task Force to the Climate & Sustainability Committee and advise them of the SDG Task Force's closure.

6. Artificial Intelligence Task Force

The update on the AI Task Force highlighted the successful San Francisco AI Summit, with appreciation extended to Frank Chang, workstream leads, participants, and organizers. The focus now shifts to maintaining momentum and translating the summit's energy into ongoing action.

Motion: That EC approves Frank Chang as Chair and Peter Withey as Vice-Chair effective immediately.

The motion was approved.

6a. Update on 2024 deliverables

The 2024 AI Task Force 18 identified outputs still need to be refined for consistency and clarity. The outputs are being reviewed to finalize the deliverables.

Actions: Peter to give a progress report and a timeline for finalising the deliverables for EC approval at the next meeting.

7. Volunteer Conduct Guidelines

The EC discussed establishing Volunteer Conduct Guidelines to set behavior expectations for all volunteers. This addresses a gap in existing policies and provides a reference point for handling misconduct. The guidelines will be published on the IAA website, introduced during volunteer onboarding, and could be included as a brief reminder in meeting agendas where appropriate. Volunteers who violate the guidelines may be removed by EC, with their FMA notified for potential further action if needed. It was agreed to remove the word "leadership" from the proposed guidelines.

Motion: That EC approves the Volunteer Guidelines with the removal of the word "leadership" in the final paragraph.

The motion was approved as amended.

Action: The IAA Secretariat will remove "leadership" from the final paragraph, publish the finalized guidelines on the website, and continue to inform new volunteers during onboarding.

8. Future Actuary Task Force

The Future Actuary Task Force has completed its work, which was structured in three phases: identifying risks and opportunities, addressing skill gaps (later transferred to the Education Committee and AI Task Force), and building supply and demand through tools for FMAs. Outputs include a handbook, stakeholder messaging, AI-generated videos, and promotional guidelines. A dedicated webpage will be created on the IAA website, and the materials will be publicized through a special news release. The handbook wording will be adjusted to avoid the term "mandatory".

Motion: that the EC approves the disbandment of the Future Actuaries Task Force effective immediately.

The motion was approved and the Chair thanked Task Force members for their valuable contributions.

Actions: Amali to create a microsite on the IAA website for Future Actuary Task Force resources and to organise a news release to publicize the materials, after removing any references to "mandatory".

9. PC survey on ISAPs 2024 – sharing on findings to enhance ISAP and IAN adoption

This item will be carried forward. It was noted that the Professionalism Committee is not responsible for improving ISAP adoption, only for monitoring it.

Action: Peter Withey will provide a response from the Professionalism Committee on its view on how ISAP and IAN adoption could be improved, at the next EC meeting.

10. AAE MOU renewal

The IAA-AAE MoU, is up for renewal, with support for its continuation. The importance of recognizing IAA-AAE liaisons was emphasized, with clarification that these relationships are managed through staff coordination.

Motion: That EC approves renewing this MOU as is, for another three years.

The motion was approved.

Actions: The Officers will raise the proposed renewal of the MoU with the AAE, at the next AAE meeting in April.

11. Communications Subcommittee

There will be no specialised general insurance members of the Communication Subcommittee after 2025. While efforts have focused on securing Asian representation, the need for general insurance representation remains. The upcoming recruitment cycle will aim to address this.

Motion: That EC approves Mariette Thulliez as a new Communications Subcommittee member effective immediately.

The motion was approved.

12. Other business

Information item (a) attached to the agenda included information on Board governance. Appendices B, C and D cover Board Performance Measurement and Evaluation, a sample Board effectiveness questionnaire, and a Board Skills Matrix. We will plan how we can adapt this for EC use and discuss at a future meeting. It was noted that previous EC performance surveys were discontinued in 2020 due to challenges in obtaining useful feedback.

13. Next meeting April 15, 07:00 EDT

2025 EC Attendance list (X - present; R – Regrets)

Names	Jan	March
Bozenna Hinton	x	x
Mike Lombardi	x	x
Charles Cowling	x	x
Gunn Albertsen	x	R
Ralph Blanchard	x	x
Simon Curtis	x	x
Clemens Frey	x	R
Jill Hoffman	x	x
Edward Pudlowski	x	x
Barbara D'Ambrogi-Ola	x	x
Peter Withey	x	x