



Executive Committee – Hybrid Meeting Minutes  
20 November 2025 – 14:00 to 18:00 WEST  
Chairperson: Bozenna Hinton  
Secretary: Mathieu Langelier

1. Welcome, apologies, conflicts of interest and identification of any “other business”

Bozenna Hinton welcomed all attendees and congratulated Peter Withey on receiving the ASSA Presidential Award. All members were present. No conflicts of interest were raised.

2. Approval of the agenda and consent items

*Motion: That the Executive Committee approve the agenda as presented.*

Mover: Peter Withey                      Seconded: Ed Pudlowski                      Motion Carried

3. Review of action items

Consent Agenda

4. Approval of minutes
  - a. 18 September – revised version
  - b. 16 October 2025

Business Agenda

5. Education Committee CPD  
Presenter: Henning Wergen, Chair of the Education Committee

[Presentation of the Proposal](#)

Key Discussion Points:

- FMA survey results showed support for mandatory CPD.
- Implementation flexibility needed due to FMA differences in size, structure, and resources.
- Clarification was sought on whether non-compliance would ultimately affect IAA membership; members emphasized the need for a clearly defined end-state after the transition period.
- EC noted that the Strategic Planning Committee supported moving to mandatory CPD, with:
  - A three-year transition period based on temporary “Should” rather than “Must” approach.
  - Collaboration with the Professionalism and Membership Assistance Committees on implementation details.

Outcomes:

- General agreement that mandatory CPD is necessary.
- Consensus that the Actuarial Association of Europe CPD Guidelines serve as a suitable baseline model.
- Agreement that the first draft requires refinement, particularly to avoid overly prescriptive wording on documentation, compliance/monitoring, and flexibility.

Action items:

- The Education Committee to work with the Professionalism and the Membership Assistance Committees on the next steps (i.e. Internal Regulations) and implementation planning for the introduction of mandatory CPD by FMAs.

- The Membership Assistance Committee to recommend to the Executive Committee actions to be taken on non-compliance by FMAs on introducing mandatory CPD.

## 6. Communications Subcommittee

Presenter: Simon Curtis, Chair of the Communications Subcommittee

- a. Policy On Co-Branding / Endorsement Of Third-Party Materials: [Clean](#) & [Markup](#)

Key Discussion points:

- External tools or resources posted on the IAA website need proper disclaimers.
- IAA documents cannot be co-branded with Sections.

Outcomes:

- Confirmed that the policy relates to all materials reviewed by the Communications Subcommittee and that Section documents already contain appropriate disclaimers.
- Confirmed that no separate policy is needed for IAA event materials.

*Motion: "That the Executive Committee approve the Co-Publishing Policy as presented."*

Mover: Ralph Blanchard      Second: Ed Pudlowski      Motion carried

- b. [2026 Membership & Leadership](#)

*Motion: "That the IAA Executive Committee approve the appointment of Simon Curtis as Chair, Lisa Wade as Vice-Chair, Al Beer continuing as a member, and Ernst Visser as a new member of the Communications Subcommittee as presented."*

Mover: Ralph Blanchard      Second: Gunn Albertsen      Motion carried

## 7. [Membership Assistance Committee Monthly Update](#)

Presenters: Mike Lombardi (2025 Officer Liaison) and Jill Hoffman (2025 EC Liaison)

The discussion points are documented in the accompanying paper linked above.

Outcome:

- Appreciation formally expressed for work by MAC leadership, members and liaisons.

Action item:

- The Membership Assistance Committee to provide an update following their in-person meeting in Marrakesh.

## 8. [Engagement of Individuals within the IAA](#)

Pre-Strategic Planning Committee Discussion

Key discussion points relating to the broader situation with Sections, as a preamble:

- Four Sections approved the rule changes; two did not.
- IAA Section Delegates need clearer expectations, earlier inclusion in discussions, and more frequent updates.
- Communication gaps identified between IAA Leadership and Section Boards as well as within some Section Boards.

Outcomes:

- To comply with the Council approved Volunteer Code of Conduct, the AFIR-ERM and ASTIN Sections have been sent a deadline of 1 January 2026 to approve this document.
  - If not approved, individual Section Board members may be asked to sign the Volunteer Code of Conduct to continue holding their Section Board position.
- The Joint Section Committee, represented by the four Sections who voted for it, will decide whether to invite the other two Sections to their meetings and on what terms (e.g. as Observers).

Action items:

- Christian Levac to schedule a virtual meeting in December for all IAA Section Delegates, to reiterate role expectations.
- Christian Levac to draft a letter asking AFIR-ERM and ASTIN to approve the Volunteer Code of Conduct by the 1 January 2026 deadline. *Post Marrakesh*: it was decided to postpone sending the letter until Mike Lombardi and Bozena Hinton discussed it with the Section Chairs, then follow-up with the letter.

## 9. [Paid Research Project to support the Impact Function](#)

Presenter: Mathieu Langelier, Executive Director

A proposal was discussed to undertake a small number of paid research projects on a trial basis over a two-year period, with a limited budget. Key discussion points were that:

- Supranationals expected the IAA to come to them with relevant, tangible and high-quality input.
- The current approach of the IAA asking Supras what they wanted is not producing the desired outcomes. A new approach is needed.
- A targeted thought leadership piece could be a good conversation starter.
- This would supplement volunteer efforts to provide faster and specific expert-driven outputs for the Impact Function.

Examples could be topics requiring significant time commitments or short turnaround times that are impractical for volunteers.

- We would need to manage any potential conflicts between any requests from the IAA and FMAs on similar topics and ensure clear communication processes.
- Points to consider include attention to legal, operational, and fairness considerations, including the distinction between paid and volunteer contributions, exclusivity issues, intellectual property, branding, and transparent contractor selection.

Outcome:

- General support in principle.

Action items:

- EC members will review the proposal for undertaking paid research and submit comments ahead of the next meeting, with discussion scheduled for 18 December.

## 10. Strategic Plan Operationalization

- [Updated Metrics](#)
- Discussion on performance against metrics

Key discussion points:

- Need to ensure metrics drive appropriate behaviours and avoid over-quantification.
- Clarifications needed for several measures (e.g., treatment of FMAs without websites, definition of “stable” membership ( $\pm 5\%$ ), distinguishing between attendance counts and FMAs represented).

Action items:

- The Secretariat to explore adding a strategic plan metric of the number of FMAs not engaged in any capacity.
- The Secretariat to provide the 2025 LinkedIn engagement metrics report for inclusion on the first EC agenda of 2026.
- The Executive Committee to monitor the usefulness of all strategic plan metrics through a 6-month review cycle and adjust if necessary.

## 11. AI Task Force

### a. 2025 AI Task Force plans and next steps

Presenter: Frank Chang, 2025 Chair of the AI Task Force

Key discussion points:

- The 2026 work plan was presented and discussed.
- Options for the Task Force’s future starting in 2027 were reviewed.

Outcomes:

- Continue current activities, strong support for ongoing work.
- The decision for the 2027 structure deferred for 6-12 months.
- Continue with EC updates every 2-3 months.

Action items:

- EC to reflect and discuss with FMAs on sustainable long-term structure for AI.

### b. [Phase I \(2024\) Deliverables](#)

Presenter: Peter Withey, 2024 Chair of the AI Task Force

Key discussion points:

- Minor revisions were requested, including improved cross-document links and a flagged wording issue.
- Appreciation was expressed for the drafting team, reviewers, and editing contributors.
- The appendix on bias and discrimination in the governance paper is strong content that may warrant development into a standalone paper.

*Motion: “That the Executive Committee approve the publication of the following three Artificial Intelligence Task Force papers as IAA papers”:*

- i. AI Governance Framework*
- ii. Testing of Artificial Intelligence Models or Systems*
- iii. Documentation of Artificial Intelligence Models or System*

Mover: Peter Withey\*      Second: Ed Pudlowski      Motion carried

\*Peter Withey abstained from voting as the paper author/editor.

Action items:

- AI Webinar to be planned in the new year for socialization to a wider audience.

- Consider utilizing the AI papers to market the IAA.

## 12. IAA Policies

Presenter: Mathieu Langelier, Executive Director

- a. [New Policy Template](#)
- b. Subsidiarity Principle:
  - i. [Original version](#)
  - ii. [New format](#)

Outcomes:

- EC supports this approach.
- EC members provided feedback on format and readability.
- Policies will be gradually reformatted and standardized over the coming year.

Action items:

- The Secretariat to implement consistent naming and versioning standards of IAA policies.
- The Secretariat to establish a timetable for periodic reviews of all IAA policies; potentially every three years.

13. Review of EC Meeting Effectiveness: N/A

14. Other Business

15. Adjournment – Next meeting 23 November from 15:30 to 18:30

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

Names	Jan	March	April	May Pt. 1	May Pt. 2	July	Sep (04)	Sep (18)	Oct	Nov (20)
Bozenna Hinton	x	x	x	x	x	x	x	x	x	x
Mike Lombardi	x	x	x	x	x	x	x	x	x	x
Charles Cowling	x	x	R	x	x	x	x	x	x	x
Gunn Albertsen	x	R	x	x	x	R	x	x	x	x
Ralph Blanchard	x	x	x	x	x	x	x	x	x	x
Simon Curtis	x	x	x	x	x	x	x	x	x	x
Clemens Frey	x	R	R	x	x	x	R	x	x	x
Jill Hoffman	x	x	x	R	R	x	x	x	x	x
Edward Pudlowski	x	x	X	x	x	x	x	x	x	x
Barbara D'Ambrogi-Ola	x	x	R	x	x	x	x	x	x	x
Peter Withey	x	x	x	x	x	x	x	x	x	x