

EANO Executive Board 2018-2020

President:
Martin van den Bent, Rotterdam/NL

Past President:
Wolfgang Wick, Heidelberg/DE

Treasurer:
Matthias Preusser, Vienna/AT

Board Members:
Asgeir Jakola, Gothenburg/SE
Simone Niclou, Strassen/LU
Karin Piil, Copenhagen/DK
Patrick Roth, Zurich/CH
Roberta Rudà, Turin/IT
Felix Sahm, Heidelberg/DE
Marilena Theodorou, Nicosia/CY

Co-opted Board Members:
Anthony Chalmers, Glasgow/UK
Host EANO 2020 Meeting
Anna Berghoff, Vienna/AT
Chair Youngster Committee
Michael Platten, Magdeburg/DE
Chair Scientific Committee
Riccardo Soffietti, Turin/IT
Chair Educational Committee
Michael Weller, Zurich/CH
Chair Guidelines Committee

Bid Requirements for EANO Meetings 2023 and 2024

Requirements congress venue:

- Availability of the venue month(s) September/October 2023 and/or 2024, please indicate available dates.
- Reachability from the main airports in Europe with direct flights, please name destinations with direct flight connection and travel time from/to airport
- Accommodations close to the venue, please indicate 3*/4*/5* hotels including average room rate
- Support by city/government, please indicate level of support to be expected
- Support by other organizations, please name organizations
- The meeting venue must meet the following room requirements:

Required rooms	Size/capacity	Wednesday	Thursday	Friday	Saturday	Sunday
Main Lecture Hall	900 - 1000 pax	no	build up	yes	yes	yes
EDU 1 / Lecture Hall 2	350 - 450 pax	build up	yes	yes	yes	no
EDU 2 / Lecture Hall 3	200 - 300 pax	build up	yes	yes	yes	no
Nurse EDU / Nurse Session	60 pax	build up	yes	yes	no	no
Side Meetings 1	30 pax	build up	yes	yes	yes	no
Preview Centre	10 tables + 20 seats	build up	yes	yes	yes	yes
Board Room	15 pax	build up	yes	yes	yes	no
Back Office & Storage		yes	yes	yes	yes	yes
Staff Room	15 pax	no	yes	yes	yes	no
Registration	6 - 8 counter	build up	yes	yes	yes	yes
Poster Area/ Exhibition/ Catering	Total 1.800m ² *	build up	yes	yes	yes	no
Cloakroom		no	yes	yes	yes	yes

*300 poster / 400 m²,+Wine & Cheese / 200 m² (close to poster area)+Exhibition /(120-150 m² net)+Catering / 900 m² = **Total 1.800m**

Expectations to president of the meeting (local host)

- Close cooperation with EANO Scientific Committee regarding the scientific content/programme of the meeting.
- Connections with the local government- sometimes they have grants or scholarships for conferences that the meeting president can assist EANO in receiving.
- Assistance and connections for the social events - best locations and connections for better price
- In charge of contacting local and international companies who will support and or sponsor the event
- Responsible to include/incorporate the local/national society into the meeting and get their support (participants at the meeting).

