

IIS Board of Trustees Meeting 17th December 2012

Present: Alban Allentoff, Dave Hesk, George Ellames, Crist Filer, Carolee Lavey, Brad Maxwell, Alex Susan

Also present: Jens Atzrodt, Volker Derdau

Apologies for absence: Ken Lawrie

1. Formation of North American Chapter

This will be a major goal for the new BoT to address in 2013. BM stated that he has been in contact with the Central US treasurer and that a mechanism to transfer the Central US funds and merge with the funds from the North East US Chapter and funds that are held in the main IIS account on behalf of the Canadian Chapter will need to be worked out. BM also stated that the Central US and North East US Chapter constitutions will need to be consulted to see if there is any guidance around merging the chapters. BM and CL will schedule a brief meeting with KL in early 2013 to begin the process.

2. Princeton 2015 update

DH updated the BoT on the early plans for the 2015 meeting. DH stated he had met with the Princeton University Conference services and confirmed the meeting dates of June 7th -11th 2015 and space for the meeting. A formal contract will be signed with the University early in 2013. The Conference meeting planner is working with Cvent to set up a Conference website and as soon as it is set up it is planned to send out an initial 'save the date' email to IIS members. A scientific advisory board (SAB) has been formed and will be chaired by BM. The SAB will hold its kick-off meeting in early January with early topics on the agenda around the selection of Plenary and Invited lecturers and the make-up of the parallel scientific sessions. In response to a question from AA regarding a deposit being required to hold the venue, DH and CL responded that they have not been asked for a deposit as yet.

3. Membership Update

DH stated that the updated mailing list which includes about 50 non-IIS members who attended Heidelberg was sent to the printing and mailing firm. A total of 623 forms will be mailed out.

Post meeting note:

The mailing package has been picked up from the Printer and will be processed and returned for mailing on December 26th.

4. Financial Update

AA updated the BoT. There is a total of \$191,653 in the accounts directly managed by AA. In addition there is \$18,537.48 in the NYCB managed by DH for memberships. DH

stated that once the 2013 membership cycle is complete, he will transfer the bulk of the funds in the NYCB account to AA.

5. BoR Update

GE updated the BoT on the status of forming the 2013-2015 BoR. With the exception of the NE US and E. China, representatives have been identified to serve on the 2013-2015 BoR. DH stated that the NE US President sent out an email to the NE US members asking for members willing to serve as the NE US BoR member but he was not aware that any response had been received. It was agreed that The NE US President can serve as the BoR member until the North American Chapter is formed and that selection of a BoR chairman to serve on the 2013-2015 BoT should proceed.

Post meeting note

GE and DH reported that they had independently heard from the NE US President that responses had been received and that the NE US will need to run an election to select their BoR Rep. Following an email exchange, it was agreed that the NE US President should serve in an interim role and that GE should proceed with the process of identifying a BoR chairman with the interim NE US rep. not eligible to run or take part in the vote for BoR chairman.

6. Heidelberg Discussion

JA and VD updated the BoT on the financial outcome of the Heidelberg meeting. JA presented data from the overall balance sheet which was managed by the symposium treasurer, the detailed cost statement from the University and the balance sheet from the University. It is currently estimated that the meeting will generate a surplus of about €70,000, although an IAEA funding of €600 is not included due to incorrect account information. This surplus will be significantly reduced if VAT is due on the income from the social programme. While the IIS is tax exempt in the US as a not-for profit organization, it is not clear whether this status will be valid in Germany. It is for this reason that JA and VD will be consulting a tax advisor in January. AA will forward the documentation showing the not-for profit status of the IIS in the US to JA and VD and will work to transfer the net surplus of the meeting to the main IIS accounts once the tax question is resolved.

JA and VD will be recognizing the contributions of the local organization team and the SAB with €300 gift certificates from Amazon.

At the conclusion of the discussion, the BoT thanked JA, VD and John Allen for all their hard work in organizing a highly successful meeting.

7. AOB

The BoT thanked outgoing BoT members CF, GE and AS for their dedicated service to the BoT. The BoT also thanked CL for her role as acting President during the Heidelberg meeting and for closely working with AS throughout the year.

Next BoT meeting

This will be held in 2013 and will be organized by KL.

David Hesk
IIS Executive Secretary