

IIS Board of Trustees Meeting 26th February 2013

Present: Alban Allentoff, Jens Atzrodt, Volker Derdau, Dave Hesk, Carolee Lavey, Ken Lawrie, Brad Maxwell, Thomas Moenius

1. Financial Report

The accounts directly managed by AA have a total of \$186,229.96. An additional \$22,381 is located in the NYCB account which is used by DH for paying in membership dues. AA has sent a letter stating the IIS not-for profit status in the US to JA and VD.

2. Membership update

DH updated the BoT on the current membership status. As of February 26th there are 165 members paid through the end of 2013. 9 new memberships have been received for 2013. There are still a total of 68 members from 2012 who have yet to renew. DH will be sending out an email reminder to those whose memberships expired at the end of 2012. At the suggestion of KL, thoughts on ideas to increase IIS membership will be discussed at the next BoT meeting.

3. 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 confirmed the central US funds are in place. There are additionally funds held in lieu of the Canadian Chapter that will need to be transferred to a joint North American account, should the new Chapter be formed. BM also stated he has been in contact with the Central US Chapter President to confirm that the Central US Constitution and Byelaws do not prevent the Chapter becoming part of a larger North American Chapter. BM agreed to draw up a proposal to be circulated to the BoT outlining the steps in dissolving the Central US and Canadian Chapters and merging them with the North East US Chapter, followed by renaming of the North East US Chapter to the North American Chapter.

The basic steps outlined would be to contact existing Central US and Canadian Chapter members for approval to dissolve and merge their chapters with the North East US Chapter by email vote. Assuming approval, the Chapters would be formally merged into the North East US Chapter and the name change to North American Chapter would be put to a vote at the North East US meeting in November. At this point the Central US and Canadian funds would be combined with the NE US funds under a North American Chapter account.

4. Princeton 2015 update

DH updated the BoT on the early plans for the 2015 meeting. DH stated he had spoken with the Princeton University Conference services and confirmed the meeting dates of June 7th -11th 2015 and space for the meeting. AA has agreed to serve as symposium

treasurer. DH also stated that an early goal will be to set a budget and agree on the registration fee for the conference. A scientific advisory board (SAB) held its kick-off meeting in early January and discussed the selection of Plenary and Invited lecturers and the make-up of the parallel scientific sessions. BM is collating suggestions for Plenary and Invited lecturers with the goal at the next SAB meeting to narrow down the list and begin the process of inviting speakers. A short list of potential session chairmen is also being collated as several members have expressed interest in serving in one of these roles. CL stated that the University Conference Services are in the process of changing their on line booking provider from Cvent and will have a new provider selected in the next few months. Once this has been completed, it will be a priority to get a conference web-page set up as soon as possible.

At the suggestion of KL, it was agreed to add an agenda item at the next meeting to begin preliminary discussions on potential Melvin Calvin award nominees. BM suggested that a note be placed on the website soliciting nominations for the Melvin Calvin award from the IIS membership. DH and CL stated that they plan to have the Melvin Calvin award winner give a lecture in line with the format at Heidelberg.

5. Heidelberg Update

JA and VD updated the BoT on the close out activities for the Heidelberg meeting. Given the fact that the meeting made a net profit of €66,000, JA and VD have been advised to consult with an international tax advisor to ensure that the CED maintains its not for profit status. They are currently researching into the cost of such an advisor. JA and VD also asked whether the IIS can send the CED an invoice which includes the costs of the IIS marketing and managing the meeting. AA agreed to draft the invoice to be sent to JA and VD. The invoice will then be sent to an international tax advisor to confirm that this is sufficient to allow the funds to be transferred to the IIS accounts and maintain the not for profit status of the CED.

JA and VD also updated the BoT on the JLCR special issue for Heidelberg. The current deadline for submissions is the end of March. About 20 authors have expressed interest in submitting a paper. In light of the relatively small number of submissions received so far, the deadline may be extended until the end of April to allow authors to go through their internal publication approval process.

6. BoR update

TM updated the BoT on the status of the new BoR. TM has sent out an initial email communication to members of the BoR asking for their input for future topics and communication preferences. To date very little response has been received. TM plans to hold the first BoR meeting in late March.

7. AOB

IIS Website update. CL stated that the website needs to be updated with current BoT and BoR contact information and similarly the JLCR page needs updating. DH stated that he will take care of providing updated information to the IIS web master and JLCR.

Next BoT meeting

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

David Hesk
IIS Executive Secretary