

## IIS Board of Trustees Meeting 3<sup>rd</sup> July 2013

**Present:** Jens Atzrodt, Volker Derdau, Dave Hesk, Carolee Lavey, Ken Lawrie, Brad Maxwell

Apologies for absence: Alban Allentoff, Thomas Moenius

### 1. Financial Report

BM gave the financial update on behalf of AA. The accounts directly managed by AA are essentially unchanged from the balance of \$186,229.96 reported in February. An additional \$27,148 is located in the NYCB account which is used by DH for paying in membership dues and for a temporary repository for the North East US chapter meeting registration fees.

### 2. Membership update

DH updated the BoT on the current membership status. As of July 3<sup>rd</sup> there are 193 members paid through the end of 2013. There are still a total of 38 members from 2012 who have yet to renew. DH set out an email in early March for non-renewing 2012 members and did receive a few responses.

### 3. Formation of North American Chapter

The Board agreed with the steps required to merge the Central US and Canadian Chapter members with the North East US Chapter to form a North American Chapter. The first step, which is planned to be completed by the end of September is 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. Prior to the NE US meeting, it is planned to email members of the NE US Chapter informing them of the upcoming vote and asking for any comments. At this point the Central US and Canadian funds would be combined with the NE US funds under a North American Chapter account. Assuming approval, the North American Chapter would become effective on Jan 1<sup>st</sup> 2014.

### 4. Princeton 2015 update

DH updated the BoT on the early plans for the 2015 meeting. DH has obtained the contract from Princeton University Conference services confirming the meeting dates of June 7<sup>th</sup> -11<sup>th</sup> 2015 and space for the meeting. AA has agreed to serve as symposium treasurer. DH also stated that work on setting a preliminary budget is almost complete and will be presented to the BoT on completion. The scientific advisory board (SAB) has held two meetings so far with the main focus on the selection of Plenary and Invited lecturers and the make-up of the parallel scientific sessions. A short list of plenary and invited lecturers has been drawn up and the process of contacting the selected speakers will begin soon.

DH stated that University Conference Services have changed their on line booking provider from Cvent, but for contractual reasons will not be able use their new provider until January 2014. DH stated he felt that the conference website needs to be active prior to this date so will reach out to Cvent directly to engage their services for the conference along the same lines as they were used for Chicago. At the suggestion of BM, DH will also find out which provider Princeton will be using as it may be possible to contract directly with them and begin work on the website earlier. In response to a question from JA, DH confirmed that there is no requirement to use the university provider for registrations and abstract submissions.

#### **5. Heidelberg Closeout**

The Board discussed in detail the issue around the net profit of €66,000 realized from the meeting which has the potential to impact the not for profit status of the CED. A number of suggestions were made which JA and VD will explore further with the tax advisor.

JA and VD also updated the BoT on the JLCR special issue for Heidelberg. The issue has gone to press and is expected to be published in September.

#### **Next BoT meeting**

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

David Hesk  
IIS Executive Secretary