

IIS Board of Trustees Meeting 12th February 2020

Present: Jens Atzrodt, Volker Derdau, Chad Elmore, Marwan ElMasri, Dave Hesk, Matt Hrapchak, Brad Maxwell, Bruce McKillican.

1. Membership Update

DH updated the BoT on current membership status. There are currently 133 memberships paid through the end of 2020, 76 paid through the end of 2021 and 24 paid through the end of 2022

2. Financial update

BM stated that there is currently a total of \$181,947.15 held in the main IIS accounts. Of this \$73,364.91 is earmarked for support of international meetings, \$9,773.96 is held in the general account and \$98,808.28 is held in a business investment account. BM stated that he has removed AA, the former CFO, from the account and added DH as a back-up. Additional funds (\$32,352.82) are held in the Garden State Community bank, which is primarily used to collect membership dues via credit card payments and also as a placeholder for North American Chapter meeting registration fees. These registration fees are then transferred to the North American Chapter treasurer to allow payment of the meeting expenses.

3. Raleigh 2021 update

BMK updated the BoT on the current status of the 2021 meeting. A Scientific Advisory Board has been meeting and a number of potential plenary speakers have been contacted, with several acceptances received to date. BMK also stated that he is working with Cvent to complete the build of the conference website, with a target launch date at the end of March.

Post meeting note: The website was launched at the end of March and is now live.

BMK is also compiling a list of contacts at local universities in the NC, SC, VA, TN and GA area to promote the conference. Also under investigation is the availability of local hotels to the conference centre and the possibility of organizing a conference excursion on the Wednesday afternoon as was done at a number of earlier meetings such as Dresden. It was noted that in order to properly plan for the scientific sessions, a decision whether to block out Wednesday afternoon for an excursion will need to be made soon. BMK also plans to contact Wiley to see whether they will be willing to support the Young Scientist Awards that they have supported at previous meetings.

4. IIS website update

ME reported back to the BoT on his efforts to rebuild the IIS website. He originally reached out to four potential U.S. based website designer/providers and based on responses obtained quotes from two of them. After a substantive discussion by members of the BoT which outlined the relative merits of the two proposals, the BoT

agreed to accept the proposal by Cybervise. Under the terms of the contract, Cybervise will provide a new customized design to the website which will include the ability to process online membership payments and links to conference websites that are built for local and international IIS meetings. Cybervise will purge the existing website of any malware/ viruses and other damaging codes prior to transferring the content to the new website, which will have full security measures to prevent future malware attacks. Cybervise will work with the IIS to update the website content and remove the majority of outdated content.

The contract will also include an annual maintenance plan which will cover security and updates. The actual website will be set up via an account with a web hosting company recommended by Cybervise which means that the IIS will own the website completely.

Next BoT meeting

This will be held in June/July 2020 and will be organized by JA.

David Hesk
IIS Executive Secretary