

SMiRT 22 Action Item List (11/8/15)					
ID	Action	Assigned to	Date assigned	Status	Closing date
A 22 - 25	Update conference manual to reflect new approach to conference planning.	Ostadan	ASAP		Closed
A 22 - 31	Follow up special edition of NED for SMiRT 22.	Zedah	Aug-13	Action 15 of notes. In progress, January 2014	Closed
A 22 - 35	Determine legal situation in regard to registering SMiRT, IASMiRT and the logo	Was Zedah now Matzen	Aug-13	Gillot will check in Berlin on trademark issue.	Closed
A 22 - 37	Incorporate outline of pre-conference planning meeting workshops into conference manual.	Matzen	Aug-13	Action 21 of notes.	Open
A 22 - 42	Check VISA requirements for UK.	Shepherd	Aug-13	Action 2 of notes. In progress Jan 2014	Closed
A 22 - 43	Update manual	Ostadan and Dutta	Aug-13	Action 3 of notes	Open

SMiRT 23 Action Item List (11/8/15)					
ID	Action	Assigned to	Date assigned	Status	Closing Date
A 23 - 1	DS to identify Notary Public function for January Board meeting	Shepherd	Aug-13	Completed at Jan 2014 meeting	Closed
A 23 - 2	RG to propose template for Treasurers Reports	Gillot	Aug-13	Completed at Jan 2014 meeting	Closed
A 23 - 3	DS to identify need for a loan by end of September	Shepherd	Aug-13	Completed as of Nov. 2014 meeting	Closed
A 23 - 4	VM to separate permanent and 2-year AB members on website	Matzen	Jan-14	In progress	Open
A 23 - 5	FO to ask Asa to chair 50th anniversary pre-planning committee	Ostadan	Jan-14	Completed as of Nov. 2014 meeting	Closed
A 23 - 6	RG and Karl will talk to Prof Panne about hosting 50th anniversary conference	Gillot	Jan-14	Completed as of Nov. 2014 meeting	Closed
A 23 - 7	VM to send AB invitation letter to Tae-Eun Jin	Matzen	Jan-14	Completed as of Nov. 2014 meeting	Closed
A 23 - 8	AG will list needed changes to webtool and provide scope/schedule for Board approval (2 B members involved)	Gupta	Jan-14		Closed
A 23 - 9	DS and MO'D will list desired changes to web tool	Shepherd	Jan-14		Closed
A 23 - 10	Matt Dawber will update webtool user guide	Dawber	Jan-14		Closed
A 23 - 11	DS will decide on registration payment approach on website	Shepherd	Jan-14	Completed as of Nov. 2014 meeting	Closed
A 23 - 12	VM to draft letter to LB, DP, and Victor on SMiRT 23 financial letter for FO signature	Matzen	Jan-14	Completed as of Nov. 2014 meeting	Closed
A 23 - 13	VM to post Bylaws on public side of IASMiRT web site	Matzen	Jan-14	In progress	Open
A 23 - 14	Work with NED to GET the Special Issue to press in 1 yr. after conf.	Luxat	Nov-14	G-C Park following up	Open
A 23 - 15	Add membership info on public side of website.	Matzen	Nov-14		Open
A 23 - 16	Put IASMiRT membership list on the member page	Matzen	Nov-14		Open
A 23 - 17	Assist Russian participation in SMiRT 23 even if prevented from attending by UK policies	Shepherd	Nov-14		Closed
A 23 - 18	Add new membership policy to Conference Manual	Matzen	Nov-14		Open
A 23 - 19	Add NED procedures to Conference Manual	??	Nov-14		Open
A 23 - 20	Add policy on gathering conference panel presentations and discussions to Conference Manual	Blahoianu	Nov-14	David Shepherd to do	Open
A 23 - 21					
A 23 - 22					
A 23 - 23					
A 23 - 24					
A 23 - 25					