Minutes of the Board Executive Meeting

Date: August 9, 2015, from 10:00 – 15:00 h
Venue: The Lowry, North Room, Manchester, UK

The invitation with the agenda was sent to members by email, **Attachment B23-28.** No written or oral changes to the agenda were received.

1. Call to Order

President Farhang Ostadan called the Board Executive Meeting to order at 10:00 h. A total number of 6 members attended the meeting, **Attachment B23-29**. The meeting had a quorum for decisions.

2. Approval of the Agenda and the Schedule of Meetings

The agenda and the schedule were approved unanimously without changes.

3. Approval of the Minutes of the Previous Meetings held November 2014

The minutes of the Previous Meeting (**Attachment B23-30**) held on November 20, 2014 in Manchester University, UK, were distributed at the meeting.

For the status of Action items issued during SMiRT 22 and 23, Vernon Matzen will explain in the Advisory Board Meeting on August 11.

For NED publication, Goon-Cherl Park, the editor of NED, will ask the cooperation for the quick publications of special editions of recommended papers during SMiRT 22 and 23 in the Editor meeting in Chicago.

The minutes were approved unanimously without changes.

4. Report on SMiRT 23

DS summarised the position regarding SMiRT 23 (**Attachment B23-31**). There are around 530 papers, 550 delegates and attendees from over 30 countries. Although the number of registrations is slightly higher than budgeted the income is reduced because there was a much larger take-up at the Early Bird rate than the full rate. (The Early Bird rate was extended right up to the conference for full-time academics and individuals qualifying for the Early Career Award). Much of the resulting challenge to the budget has been compensated by reduced costs and better than budgeted sponsorship. Nevertheless there is likely to be an overspend and in light of this, and the fact that SMIRT 23 had not been able to use the IASMiRT web tool, the Board agreed that SMiRT 23 would not have to pay $10,000 towards the capital cost of the web tool, nor the $13,500 maintenance cost to NCSU for 2015 (the $13,500 maintenance cost for 2014 has been paid)6

5. Report of SMiRT 24

The preparatory status for SMiRT 24 in Busan, Korea, explained by Goon-Cherl Park who will be the President of SMiRT 24(**Attachment B23-32**).

The schedule and the place of the both of next Board and Planning meetings should be determined and announced before the end of September.
The theme of SMiRT 24 conference should be determined as soon as possible and confirmed by the Board members with email.
The organization committee will borrow $20,000 from IASMiRT.

The report was accepted unanimously.

6. Report of SMiRT 25

Farhang Ostadan explained that Japan withdrew their proposal and the only proposal is submitted by the US/Canada.

Abhinav Gupta presented the proposal of SMiRT 25(**Attachment B23-33**):
  - place ; Charlotte, North Carolina
  - period ; August 4-9, 2019
  - supervision organization ; Center for Nuclear Energy Facilities & Structures, North Carolina State University
  - cooperating organizations ; 21 organization including American Nuclear Society (ANS), Canadian Nuclear Safety Commission (CNSC) and Canadian Nuclear Society (CNS)
The clear sharing role and close cooperation between US/Canada sides are recommended.

The report was accepted unanimously and the Board undertook to recommend the US/Canada proposal at the forthcoming General Assembly.

7. SMiRT Web Tool

Abhinav Gupta explained the status of SMiRT and IASMiRT Webtool(**Attachment B23-34**).
  - SMiRT 23 opened its own website due to the serious problem by hacking for SMiRT conference Website
  - $3,088($1,000 + S2,088) for the maintenance and setup of Webtool should be reimbursed by Abhinav Gupta since the costs for SMiRT 23 for 2014 have been paid (see item 4 above).
  - Abhinav Gupta will look into the solutions for hosting the webtool through NC State University. He will work with Farhang Ostadan to find other alternatives for hosting the webtool such as those on PEER servers. Farhang Ostadan agreed to follow up with the new PEER director for this aspect.
  - Abhinav Gupta will work with the developers at Websoft to figure out upgrades to latest versions of Jhoomla in order to maintain highest levels security possible. He will also ask developers to identify the weak links from security perspectives.

8. Status of IASMiRT membership

Vernon Matzen explained the status of IASMiRT membership.
Qualification of membership was discussed in the points as nominator, extension, attendance of SMiRT conference.
  - Dave Shepherd will distribute the list of IASMiRT members
  - Additional 2-yr advisory board member will be nominated and approved in the next Board meeting on January in Busan.
  - The chair of ISC will automatically obtain the IASMiRT membership.

9. Adjourn

Farhang Ostadan closed the meeting at 17:00 h.

_____   _____
            Farhang Ostadan   Goon-Cherl Park
               President   Acting Secretary

Action Items

1. Goon-Cherl Park will check the process in NED for the special edition of SMiRT 22 and recommend the guest editor for the special edition of SMiRT 23.
2. $3,088($1,000 + S2,088) for the maintenance and setup of Webtool should be reimbursed by Abhinav Gupta.
3. Dave Shepherd will distribute the list of IASMiRT members.
4. Additional 2-yr advisory board member will be nominated and approved in the next Board meeting on January in Busan.