

SMiRT 24

Minutes for the Board Meetings

Place: BEXCO Convention Center, Busan

Date: Started Sunday August 20, 2017, continued on Tuesday August 22

Time: 09:00 am to 4 pm on Sunday
09:00 am to 5:15 pm on Tuesday

Attendees:

- Board and Permanent members of Advisory Board on Sunday. See Attachment 1 for sign in sheet.
- Board and complete Advisory Board members on Tuesday. See Attachment 2 for sign in sheet.

1. Call to Order (David Shepherd)

Chair, DJS called the meeting to order at 9:15 am.

2. Approval of the Agenda and the Schedule of Meetings (DJS)

Agenda was approved by the attendees with minor updates.

3. Approval of the Minutes of the Meetings held November 2016 (DJS)

The attendees approved the minutes which had been distributed earlier, and the final page was signed.

4. Review of Action Items (DJS)

Action items were reviewed and updated. See Attachment 3.

5. Thomas A. Jaeger Prize / Jaeger Lecture / and Other Awards - Results of the Evaluation (DJS/GCP/AG)

HA presented the proposal for creating a new "Shibata Award." The Board discussed the issue, voted, and unanimously decided to rename the Young Engineer award as the "Shibata Award." This will be started in SMiRT 25 and continue onwards.

6. Report on SMiRT 24 (GCP)

GCP presented detailed report on SMiRT 24. See Attachment 4. The exact numbers on the number of attendees and papers will be updated in the final report to be presented at the February meeting in Charlotte.

Attendees mentioned that Session Chairs have not been notified. The Board requested that an email be sent as soon as possible (Sunday, 20th August) to all session chairs informing them. GCP to follow up on this action item.

The Post-conference seminar in Turkey was discussed. It was agreed that the organizers will be contacted by DJS ([Action Item AI-24-64](#)) to

- Ask them to remove the names of people that are not directly affiliated with the seminar.
- Understand that the payment structures is followed, i.e. pay \$50 per person to IASMiRT.
- Not to presume that this can be done again without the engagement of the Board.

Publication of papers in IJPVP was discussed as reported. It was agreed that papers can be published in any journal other than NED but not as a “special issue.” GCP reported that the IJPVP publication will not be a special issue.

7. Submission of the Minutes of the General Assembly held Busan November 2016 (RG)

Minutes were distributed to entire IASMiRT membership by email. Feedback was requested, minutes were updated, and they are now finalized. Please see [Attachment 5](#).

8. Agenda for the General Assembly (DJS/RG)

One change was suggested to move an item about increasing conference dues to be included in the Treasurer’s report. The updated agenda was approved.

9. Report of the Secretary (AG)

AG mentioned that there was nothing to report. It was mentioned that this agenda item should be removed from the standard agenda item as there is usually nothing to report by secretary.

10. Report of the Treasurer (FO)

FO presented the report of Treasurer, see Attachment 6. A follow up discussion was held on the proposal to increase the IASMiRT fees for future conferences as mentioned below.

DJS presented a report recommending increase in conference dues (see Attachment 7). The Board agreed:

- In principle to increase the conference dues to \$35,000 plus \$15,000 for AB travel support starting SMiRT 27, and continuing onwards.
- If the webtool functioning is demonstrated for SMiRT 25 then each host should pay \$10,000 to IASMiRT to cover the webtool cost. This payment should be mandatory even if a particular host decides not to use it.

11. Report of the Advisor General (VM)

- Transfer of IASMiRT to USA

Board discussed the importance of moving the association due to reasons of sustainability, taxation, and lack of support for nuclear energy in the country of registration. In general, it was agreed that the move be pursued. This item needs to be pursued and voted upon by General Assembly (GA). An 80% vote of approval would be needed to dissolve the IASMiRT based in Germany.

RG presented his report on the process of shutting down the existing association in Germany. Any funds remaining in the German account at the end of 12-month dissolution period would be forfeited to the University of Berlin. RG was asked to consult with attorney in Germany if it would be fine to pay all bills from German account dated until the end of dissolution. If it is true then move forward with the approved motion. On Tuesday, RG confirmed that he had communicated with the attorney by email. Attorney confirmed that it would be fine to pay the bills dated in 2018 until the end of the year (date of dissolution of IASMiRT in Germany) as long as they are associated with the dissolution process.

VCM presented a summary of his findings on the move of the association to USA. He presented the process as discussed with the attorney in North Carolina. It was mentioned that the new association in the USA will have Articles of Incorporation and Bylaws. The new Bylaws will replace the Statutes of the current association based in Germany.

The board asked treasurer to prepare an anticipated future cash flow details associated with German account and explore other options for taking appropriate legal actions. FO, VM, and RG presented this cash flow at Tuesday meeting and illustrated that the anticipated bills related to the IASMiRT Board meetings and other associated expenses in 2018 will be sufficient to deplete the German account.

If the GA votes in favour, then the Board would need to explore the legal advice on moving to USA and initiate the process of doing so. A subcommittee consisting of Asa Hadjian, Dave Shepherd, Goon-Cherl Park, Rainer Gillot and Vernon Matzen will review the three legal documents – Initial Resolution, Articles of Incorporation, and Bylaws – and report back to the Board when they have

arrived at a consensus set of documents. This process is expected to take about a month. Following this process, the documents will be sent to the Board and Permanent members of the Advisory Board. Once their comments have been addressed, the Board will vote on the final set of documents. (Action Item AI-24-65, VM to coordinate)

The Board voted to approve the following motion for presentation at the GA:

Moved that:

(1) IASMiRT registered in Germany be dissolved, with the dissolution to be completed by December 31, 2018; and concurrently

(2) the legal process be initiated immediately after this meeting to create a new IASMiRT which will be registered in North Carolina, USA, as a nonprofit organization.

12. Update of the IASMiRT Membership List (VM)

VM presented the current definition of IASMiRT membership. It was agreed that it is an appropriate and workable definition.

13. Update on IASMiRT Webtool (AG)

AG gave a demo on the IASMiRT webtool. It was reported that SMiRT 25 site has been created and made live using the webtool. The students at NCSU have tested the webtool by creating a dummy 2-day-long conference with multiple sessions, uploading dummy abstracts, papers, and creating proceedings. Salient features of this tool (unlike any other commercial tool) related to conflict management and creation of proceedings were discussed. The attendees agreed that SMiRT 25 will serve as a real time test of the webtool. If successful, the following conferences (after SMiRT 26) will be required (i.e. mandatory) to use webtool and pay a usage fee.

It was also discussed that the webtool is hosted at a shared server for the SMiRT 25 website at NCSU. Potential hosting for future conferences was discussed briefly and it was concluded that this aspect will be explored further after a successful use of the webtool in SMiRT 25.

14. Update on IASMiRT website (AG/VM)

AG presented the newly released IASMiRT website. The newly incorporated functionality of Board login was demonstrated. This area would be used for archiving the minutes of the meeting from each biennium. The minutes from the

SMiRT 23 biennium have been uploaded to demonstrate the functionality, and minutes from earlier biennia will be added as time permits.

AG and VM reported that the new site was needed to keep up with changing technology. The new site is created using the university standards and WordPress. The work on the new site was done by the students at the university. However, there was no cost for IASMiRT. It was done as part of the standard yearly maintenance fee for managing the site. DJS asked what would happen to the site and the data if those who currently have connections to NCSU (AG, VM, and AKG) were no longer available. AG will look into this and report back. (Action item AI-24-66)

While the website is managed and maintained by IT staff at the university, the transactions have been posted and archived by the Library staff at the university. Library's work on posting all past and future transactions will improve accessibility of the transactions through electronic databases of the network of libraries. Action item AI-24-67: VM will send out a list of all missing transactions to B and AB members so that missing volumes can be located and the posting of previous transactions completed.

AG also provided two letters to the IASMiRT Board. One regarding the hierarchy of contacts for approaching the university's IT staff for the website issues. A second one regarding the hierarchy of contacts for approaching the university's library staff for the transactions.

15. Statutes and Bylaws (RG/VM)

There was nothing to report on this item. The related matter of dissolution of IASMiRT in Germany and the move to USA was discussed in another agenda item.

16. Nomination of the Advisor General (DJS)

Advisory Board conducted their meeting. The Board including the Advisor General was not part of this brief meeting for a discussion on vote on this item. NC reported that two nominations were discussed. The Advisory Board members voted and VCM was elected with a vote of 8 to 7.

17. New Advisory Board Members (DJS/Advisor General/AP)

The following items were discussed. The action to discuss and approve membership of individual members was deferred to the meeting of the new board scheduled for Thursday August 24, 2017.

It was noted that non permanent members are 2 year appointments and that this aspect needs to be clear in our communication to such members. It was agreed

that VCM will send a thank you email to members that do not continue for the next biennium (action item). VCM would also agreed to update the invitation letter to indicate this aspect clearly (Action item AI-24-68).

The idea of Scientific Advisory Board was discussed. It is proposed to discuss this further in future meetings. A sub-committee was formed to explore specific ideas. This group include DJS, AKG, and VCM, with AKG leading. (Action item AI-24-69).

AG presented his recommendation to the Board for a member of AB from China based on the action item assigned to him from the previous meeting. He recommended that, since SNERDI is the leading organization in China, a representative nominated by SNERDI president be considered for membership to advisory board.

Meng Chu, Chief Civil Engineer in SNERDI, was invited to present the leadership of SNERDI in China and also the bio of Mr. He Yinbao who has been recommended by SNERDI President for representation on IASMiRT Advisory Board.

Shin Morita was nominated as another representative from Japan.

18. Nomination of the Statutes Custodian (DJS)

RG was asked to continue for the next biennium and he agreed.

19. Candidates for New Auditors (DJS)

NC and AKG were nominated again and agreed to continue as auditors for the next biennium.

20. Venue of SMiRT 26 (DJS/AP)

AP presented the proposal for SMiRT 26. (See Attachment 8)

21. Progress Report on SMiRT 25 (AG)

AG presented his report on SMiRT 25. (See Attachment 9). The dates of the next Board meeting to be held in Charlotte, NC were communicated as February 9 and 10, 2018.

22. Archival Matters (Advisor General/RG)

RG reported that he is scanning all the hardcopies of the archival material in his possession. This electronic material will be transferred to NCSU for posting on the new iasmirt website upon completion of the scanning process.

23. IASMiRT Conference Manual (revision by DJS)

DJS has updated the conference manual. It will be circulated with Board and Advisory Board members for feedback.

24. Miscellaneous

- Inclusion of Permanent AB members in future meetings

The attendees agreed to the following:

- ◆ Permanent Advisory Board (AB) members will be invited to almost all future Board meetings.
 - ◆ The discussions are open to all but only the Board members can vote.
 - ◆ There may be occasions when a meeting of only the Executive Board is needed. The Board retains the right to hold such a meeting if needed.
 - ◆ At present the association does not have any travel support available for the permanent AB members to attend the January meeting. However, they may attend at their own cost.
 - ◆ The minutes of every meeting will be circulated among the permanent members of AB.
 - ◆ Any discussion/decisions among the Board through email in between meetings should be included in the Agenda for the next meeting so that decisions, if any, can be included in the minutes.
 - ◆ Access to Board login page on IASMiRT website will be shared with the permanent members of the AB.
- SoA paper summary by Prabir Basu (PB)

PB and FO presented this report. [See Attachment 10](#). Attendees provided comments. FO agreed to modify the documents based on comments. Then, revised version will be sent by FO to the Board. [See Action Item AI-24-70](#)

Suggestions that arose during the discussion:

- This paper should be referred to as the “Review Paper” and not as “State-of-the-art paper”.

- Instead of ISC Chair, have an Advisory Board member to champion this process and its implementation in each cycle. The responsible AB member should work closely with ISC chair for this purpose.
- Free registration and number of such papers in each cycle should be decided in coordination with the conference chair.

25. Adjourn