

IASMiRT Agenda for Executive Meeting of Board

Place: Haeundae Grand Hotel, Private Hall, 22nd Floor

Date: 16th November 2016, Time: 9:30 am – 6 pm

Attending: Dave Shepherd (DJS), Vernon Matzen (VM), Farhang Ostadan (FO), Goon-Cherl Park (GCP), Abhinav Gupta (AG), Rainer Gillot (RG).

The following attended during only one specific Agenda item related to SMiRT 26.

Astrid Petersen (AP), Alexander Siefert (AS), Emmanuel Viallet (EV)

1. Call to Order by DJS at 9:30 am.
2. Approval of Agenda and Schedule of Meetings

Agenda was approved with one modification. Added the item#3 for Oversight of ISC.

3. Oversight of ISC by the Board

The board would like to improve the communication between SMiRT 24 organizing committee/ISC and the IASMiRT Board. It may be of concern that the number of members in ISC is too large for effective function of ISC matters. It was emphasized that SMiRT regular participants and active members should be encouraged to participate. The Board recommends following actions

- (a) Update conference manual to identify specific actions that need to be pursued by the ISC and the conference Chair.

ACTION AI-24-36: DJS to update conference manual as above.

- (b) Update Bylaws item# 3(d) to specify timeline and continuity of ISC Chairs. GCP agreed to add the ISC Chair of SMiRT 25 as a member of SMiRT 24 ISC.

ACTION AI-24-37: RG and VM to update Bylaws item# 3(d).

ACTION AI-24-38: GCP to add ISC Chair of SMiRT 25 as a member of SMiRT 24 ISC.

- (c) Develop a brief one page document for “Handover Process” to transfer responsibility from one ISC chair to another. It was suggested that Advisor General could be involved in this process.

ACTION AI-34-39: VM to work with DJS to develop a one page brief.

4. Agenda for Joint Meeting of Board and Advisory Board

The agenda was reviewed and agreed upon by the members of the Board.

5. Review of Action Items

Action items were reviewed and updated. Almost all open items with just a few exceptions were identified to be completed. New items were added throughout the meeting and during the subsequent Board and Advisory Board meetings.

6. SMiRT 26 - Presentation by Dr.Petersen

Dr. Petersen presented the proposal. See **attachment B-24-13**. The Board provided feedback on many items including the expectation of a long term commitment of the Chair to serve on the IASMiRT Board. The Board also conveyed that the final decision will be made at the General Assembly in August 2017. Feedback was also provided on some budgetary items including conference fee, banquet, etc.

7. SMiRT 26 – Discussion of Board

The Board held follow up discussion about the German proposal. The Board also discussed French proposal and the response to Dr. Petersen. The Board agrees that the final decision will be made at the General Assembly in August 2017. The Board also agreed that the French proposal can serve as a reserve option.

Provision of anniversary souvenir book? - This agenda item will be discussed in future meetings.

8. Financial Outlook Discussion

FO presented his report on financial outlook which is attached. See **attachment B-24-14**. Various options were discussed. It is suggested to add another bullet item to the report about increasing the conference fee by another \$10K to \$15K for each conference cycle. The proposed bullet item was added and it was agreed that an increase in conference fee would be the recommendation of the Board to the General Assembly.

ACTION AI-24-40: FO will update the slide for presentation to General Assembly.

9. US/German account matter – RG/FO/VM

VM reported that US account now has EIN (Employee Identification Number). There is still uncertainty about the tax amounts. VM suggested that we move money out of US account and into German sub-account which can be managed in US dollars (For example, Deutsche Bank). If German authorities allow change of Statutes to keep the non-profit status then the option suggested by VM will be adopted. The Board agrees on this in

principle. A second signature authority would also be added to this account as the matter is finalized.

ACTION AI-24-41: VM to explore this option and second signature authority based on outcome of the item below.

IASMiRT tax status - RG presented his report which is attached. See **attachment B-24-15**. The matter was discussed in detail. It was agreed that the Board would pursue the following two items in the order of preference.

ACTION AI-24-42: Explore to resolve the issue through a change in the Statues because IASMiRT does not organize conferences. It just provides advice, guidelines, and oversight. The only income is the fee from local host to cover the expenses of the Board. RG will talk to the attorney and communicate with the Board about the possibility and implications of this option. RG will explore the new wording that might be acceptable in Germany. It is recommended to pursue wording that would continue to maintain the non-profit status of the association.

ACTION AI-43: Explore the possibility of registering the association in another country. It was suggested that the Board explores the possibility to do so in either United States or UK. AG and VM agreed to follow up with NCSU lawyers to explore this option. DJS will explore this option in UK.

RG reported that the federal tax has been paid but he is still waiting to clarify the payment of VAT by UK before paying the local tax.

10. IASMiRT Membership

The Board agreed to pursue the definition of membership that was agreed upon in the January 2016 Board meeting. This definition would be discussed further with the Advisory Board and then presented to the General Assembly.

11. Advisory Board

- a. Makeup of Advisory Board
 - b. Shin Morita
 - c. Astrid Petersen
 - d. Representation from China
 - e. China's interest in SMiRT 27
- a) Board discussed the makeup of AB. It was agreed that the communication to non-permanent members must be clear that their term is for 2 year. The letter should be more clear and will be modified as needed by VM. The concept of folks rotating off every 2 years should be made clear to the members of Advisory Board.

ACTION AI-24-44: VM to update the letter as needed.

- b) The Board agreed that the decisions on Advisory Board memberships are made at the August meeting. Therefore, nomination of Shin Morita is postponed until then. DJS agreed to communicate the same to Hiroshi Abe.
- c) Nomination of Dr. Petersen to the Advisory Board was discussed. However, if the General Assembly approves and awards SMiRT 26 to Germany then she would become a member of the Board. Therefore, no decision is needed on this item.
- d) Board discussed and agreed to explore one member of Advisory Board from China.

ACTION AI-24-45: AG will explore potential candidates.

- e) Abhinav Gupta reported that SNERDI management has approached him with an interest in hosting SMiRT27 in China.

12. Webtool – status update and demo

This item was deferred for discussion during the joint Board and Advisory Board meeting.

13. Proposal by Sujit for Primer/book publication by IASMiRT

Board discussed the proposal. In principle, the board agreed that IASMiRT is not in the business of publishing books/Primer. The overhead of this task can be quite significant. However, Board agreed to wait until the presentation by Sujit before discussing it further.

14. ATW Journal Proposal

The Board in general supported the proposal by ATW.

ACTION AI-24-46: DJS will provide a draft of response to ATW. This draft will be sent to GCP who will then reply to ATW. The Board agrees to work with ATW in principle.

15. Relationship with NED – DJS

DJS reported that publication of special issue for SMiRT 23 was on track. The special issue is expected to contain about 16 papers. The reviews are being finalized.

16. Adjourn

The meeting was adjourned around 5:30 pm.