



**INTERNATIONAL BOARD OF DIRECTORS MEETING
ZOOM CONFERENCE CALL
September 15, 2020**

MINUTES

AGENDA ITEMS

1. Welcome and Call to Order Tim Lawrance-Owen

- Roll call was taken. Apologies for absence were received from Richard Beaumont.
- Tim Lawrance-Owen called the meeting to order.

Officers	Tim Lawrance-Owen, Chair	<u> X </u>	Akemi Mizutani, Vice President	<u> X </u>
	Douglas Justice, President	<u> X </u>	Tom Saunders, Treasurer	<u> X </u>
Australia	John Messina	<u> X </u>	Tony Van der Staay	<u> X </u>
Eastern Region of NA	Bill Barnes	<u> X </u>	Steve Castorani	<u> X </u>
European	Tim Lawrance-Owen	<u> X </u>	Ben Gregory	<u> </u>
Japan	Peter Waugh	<u> X </u>	Hiroaki Ohashi	<u> </u>
New Zealand	Jill Reader	<u> X </u>	Richard Beaumont	<u> </u>
Southern Region of NA	Tom Saunders	<u> X </u>	Laura Miller	<u> X </u>
Southern Africa	Elsa du Toit	<u> X </u>	Jason Myburgh	<u> </u>
Western Region of NA	Dharam Sharma	<u> X </u>	Jim McConnell	<u> X </u>
Regional Development	Clive Larkman	<u> X </u>		
Staff	Bob Geneve, Intl. Editor	<u> X </u>	Katie McDavid, Intl. Director	<u> X </u>

2. Approval of minutes (6/16/2020 and 6/23/2020) Tim Lawrance-Owen

- Tim asked for comments, corrections, and/or additions. No comments noted.
- Tim requested a motion to approve the minutes. Bill Barnes moved to approve. Seconded by Peter Waugh.
- Some Action Items were tabled to be discussed during committee reports. The committee for creating policy for in memoriam for previous members has not progressed any further. The Investment Committee is still seeking a new member. There was a motion to approve officers for 2021: Douglas Justice as President, Akemi Mizutani as Vice President, and Tom Saunders as Treasurer. Steve Castorani and Bill Barnes will switch places and Steve will become the delegate with Bill as the alternate for 2021. Peter Waugh motioned to approve the officers, seconded by Bill Barnes.

3. International Office Report

Katie McDavid

- Katie noted the new email address for the International Office:
directoripps@gmail.com
- Katie reported on LinkedIn group page usage. There were 2,506 members as of 9/15/2020 on the group page. However, there is still little oversight from IPPS and the last post was 5 months ago (and only had one response). Due to the lack of use of this group on LinkedIn, Peter Waugh moved to delete the group page. Seconded by Bill Barnes. A regular page (without interaction like a group) was set up by Katie last month so IPPS still has a presence on LinkedIn but more as a company or employer.
- Katie raised that the North American Regions would like International to pay for a webinar Zoom license. If paid for by international, it could be used by all regions for hosting tours, presentations, etc. There are several options based on the number of attendees.
 - o Each option requires a Zoom Meetings Pro Subscription. Costs \$14.99/month (or \$150 if paid yearly vs. monthly) – to be shared by all regions for board and committee meetings
 - Each region would need to purchase one of these or share the password (ethically an issue but also cannot have concurrent meetings)
 - o Option 1: Zoom Webinar for 100 attendees, costs an additional \$40/month (or \$400 if paid yearly vs. monthly)
 - o Option 2: Zoom Webinar for 500 attendees, costs an additional \$140/month (or \$1,400 if paid yearly vs. monthly)
- Bob Geneve commended that international has the funds and that the webinars could have benefits to our membership creating international access to regional meetings
- Bill Barnes stated that if we have it, regions may find additional ways to utilize it. Covid could still affect our meetings for the next couple of years and this would allow international collaboration.
- Tim Lawrance-Owen stated he was unable to gain access to the Eastern Region meeting a few months ago so we need to ensure the webinar will allow all access.
- Elsa du Toit commented about tabling the idea until December based on low membership rates in Southern Africa right now.
- Clive Larkman commented that he believed we should purchase the webinar license. Bill Barnes agreed. Peter Waugh put forward a motion to approve for International to pay for the 500 person webinar license and regions to pay for their individual pro licenses, seconded by Tom Saunders and approved.
- **Bob Geneve stated we need to have on future agendas how to do revenue sharing with other regions if we start charging for webinars and whether we need to look into a double-authentication system for Zoom for security during our meetings and webinars.**

4. Treasurer's Report

Tom Saunders

- Current financial situation:
 - o \$38,596.74 in Checking and Money Market Accounts
 - o \$268,011.48 in Vanguard Accounts
- Tom commented there was nothing new to share. Although the accounts may look bad due to the \$24,131.44 payment to Western Region for the International Tour losses, we are still in good shape.

5. Committee Reports

a. New Region Development Committee

Clive Larkman

- o Clive stated that China not talking much about a new region because of no travelers, which is affecting their economy. Australia and China also having tensions due to political issues. India is focused on the Covid outbreak there so also are not progressing too much with creating a new region.
- o Dharam Sharma added that there are two speakers in the North American Summit in October that are speaking for the Western Region.
- o **Action Item: December Agenda to formalize the process for a new region**

b. International Editor's Report

Bob Geneve

- o Bob stated that 2019 Proceedings have been finished for a while but are not on the website in individual files. Only the PDF containing all files is listed. Not sure if this is a web issue.
 - **Katie McDavid to follow up with the website to determine why the individual files are not uploaded.**
- o The combined volume has been sent to Curran Publishing. Bob has not heard anything back from them so assumes it is available in hardcopy format.
 - **Katie to follow up with Curran**
- o Bob finished compiling all old Proceedings in PDF format that are searchable. These are also not on the website.
 - **Katie to follow up with the website to determine why these files have not been added.**

o Paywall Options

Bill Barnes

- Bill Barnes brought up that Fred Davies had commented that he wants our Proceedings to be open-source. Bill thinks a compromise could be made where we could charge between \$25-60 per article. This could enhance our revenue but would be expensive enough to make it more lucrative to become a member for full access to the Proceedings.
- Options provided by Bill Barnes included:
 - Free view (small portion of papers)

- Pay per paper
- Subscription, which would be higher than membership with a note stating it would be more beneficial to the person to join as a member
- Bob Geneve stated that this has come up in the past and that we need the demographics for our Proceedings downloads. If our members utilize the Proceedings frequently, it should remain a member benefit but if it is not being used, it should be an open-source document. Also need to find out why it is not used by members if that is the case. Due to being a member benefit, search engines such as Google will not show our papers. Bob requires his students to become free student members for access to these papers and with the hope they become paying members after graduation.
- Bill Barnes stated that a paper was recently published elsewhere on rooting grass cuttings and that he contacted the author to tell the author that he had done the same research back in 1994. The author stated he did not know to look at IPPS papers.
 - Katie will look into getting the statistics on our membership usage of the Proceedings
- Dharam Sharma wanted to know if there was anyway to expose ourselves on search engines. The answer is if we were open-source or if we allowed abstracts to be open-source and then someone would need to pay or become a member to access the full paper.
- This was brought up as a discussion to be considered for the future, no decisions to be made at this meeting.

6. Regional Reports

Tim Lawrance-Owen

- Bill Barnes mentioned the NA Summit, that Margot Bridgen retired and Stephanie Stockton has been hired as the Executive Secretary/Treasurer for Eastern Region of NA. Also mentioned the micromeetings which have been free and attended by many so far.
- Other regional reports will be discussed during the December meeting.

7. Committee Reports

- Finance and Investment Committee
 - No items to discuss
- Sponsorship Committee
 - No items to discuss

- Membership and Education Committee
 - No items to discuss
- Communications and Marketing Committee
 - Website Upgrades Katie McDavid
 - Hans has sent updates for the website. The initial coding is completed and pages are set up to be reviewed. An email with the links has been sent out and comments are requested by the end of September 2020.
 - Dharam Sharma was curious whether India will have a page on the website
 - YouTube Channel Katie McDavid
 - It was determined it is not a valuable resource and our membership would likely not utilize it
- Strategic Planning Committee Jill Reader
 - Looking for comments regarding the document sent out
 - Tony Van der Staay will be added to the committee while Jill Reader will be off the committee next year.
 - Jill wants to have a plan in place before December, a deadline of mid-November was set for comments and ideas, to be sent to Katie or Jill.
 - **Katie will send out email reminders**
 - Jill commented that the Policy Manual revisions are nearing completion with Alan, Tim and herself. Some titles and details need to be updated.
 - The Southern Region of NA Policy will be used with modifications as it has very good definitions on harassment and policy and procedures.
 - Bill Barnes stated that Eastern Region of NA also adopted the Southern Region of NA policy
 - Jill Reader stated New Zealand has a milder version of the policy
 - Bob Geneve commented that definitions are essential because of being an international organization and that terms mean different things in different regions
- “Virtual Meetings” for International & Regional Levels Dharam Sharma
 - Dharam commented that he does not feel he is able to adequately create guidelines for holding these online conferences and that a committee should be created, headed by the International Editor and assisted by editors from other regions. Could also include people from academia who are well versed in virtual meetings.
 - Bob Geneve mentioned that we need to have some virtual guidelines in place, specifically for the Proceedings if we do not have in-person annual meetings.

- We could solicit papers from the virtual meeting or pick a theme and solicit from all regions to create a smaller Proceedings issue based on that theme
- The Proceedings were created as a way to know what happened at the annual meetings each year
- Bill Barnes stated we should wait until the NA Summit is over to create a committee or guidelines after seeing what worked and what did not work well

8. Old Business

- a. IPPS Rebranding
 - Katie McDavid summarized the comments from regions on rebranding: it was essentially equal as to wanting no change, rebranding, and officially changing the name. Similarly, production vs. producers was fairly equal for those regions that had opinions.
 - Tom Saunders created a motion to move forward with voting, starting the vote on October 1, 2020 and ending 30 days later, as per our Constitution. Bill Barnes seconded this motion and it was approved by all.
 - Katie will send out emails to the secretaries with a survey to send to membership.
 - Katie will also confirm whether it is a 2/3 membership vote or 2/3 member vote per region and then the regions vote.
- b. Bill Barnes mentioned that a plaque was presented to Alan Jones for his dedicated service last week with several representatives from the Eastern Region assisting.

Meeting ended at 5:45 PM Eastern USA time.

Next Meeting December 8, 2020 at 4:00 PM EST