

Minutes of the 2013 International Society for Neuroethology Executive Committee Meeting Executive Summary

July 8, 2013
San Diego, CA, USA

Executive Committee members present:

Alison Mercer, President (AM)
Paul Katz, Past President (PK)
Peter Narins, President-Elect (PN)
Susan Fahrbach, Secretary (SF)
Karen Mesce, Treasurer (KM)

Representative of the 2014 ICN/JSCPB Local Organizing Committee (LOC)

Yoshitaka Oka, Chair (YO)

Representatives of the 2014 ICN/JSCPB Program Committee (PC)

Heather Eisthen, Co-Chair (HE)
Masashi Kawasaki, Co-Chair (MK)

Representative of Allen Press

Linda Hardwick (LH)

Meeting Agenda

1. Financial report (KM)
2. 2014 Congress
 - LOC report (YO)
 - PC report (HE & MK)
3. ISN Membership (LH)
4. Management Contract (LH)
5. General Business (AM)
6. Other

1. Financial Report

KM presented a detailed financial report. ISN total assets on July 1, 2013 were \$567,683.44. 2012 state and federal tax forms have been filed. Both cash revenues (from the congress and memberships) and market gains (from investments) were realized in 2012. The current portfolio is conservatively invested and is yielding approximately 6.5% on an annual basis. KM estimated that \$38,000 is encumbered for the second half of 2013, with \$10,000 to eventually come back from the 2014 Sapporo Congress Seed money. Meeting insurance will be purchased for the 2014 ICN/JSCPB congress, as it has been for past congresses, so there is very little risk to the ISN

assets from the failure of the congress as a result of unforeseen events. Possible new uses of funds were discussed, including the possibility of offering small research grants to members. This proposal will be brought to Council for a full discussion. The executive committee expressed its gratitude to the past treasurer of the ISN, Fred Delcomyn.

2. 2014 Congress

LOC

YO provided a hand-out on the 2014 ICN/JSCP meeting. The work of the LOC is proceeding well, including planning of other meetings and workshops to be held in conjunction with the congress. Financial support for the Congress has already been obtained from the Science Council of Japan, the Tourism Organizations of Sapporo City, Hokkaido Prefecture, and Hokkaido University. The IBRO Asian-Pacific Regional Committee will provide financial support for an Advanced School to be held immediately before the Congress in Hokkaido.

Detailed plans were presented for the welcoming party, farewell party, and poster sessions. The Sapporo Convention Center was described, as were dining venues, transportation, and accommodation. JTB Global Marketing is designated the official travel agency of the congress. In addition to handling accommodation reservations, the travel agency will handle registration and abstracts. The LOC proposes a completely digital program book, which will be prepared using the Kcon-navi System. This is half the cost of paper abstracts, so there is a substantial savings. Convention center maps and a limited number of paper copies of the program will also be available.

The executive committee estimated congress attendance to be at least 500. Policies for reimbursement of symposium organizers and speakers were debated. Consideration was given to many other meeting details, including best poster awards and the scheduling of the Council meeting. Some matters will be taken to Council for further discussion. The executive committee expressed its gratitude to the LOC.

PC

HE and MK led the discussion of the PC report. The final PC consists of Andrea Simmons (previous PC co-chair), Jose Pena (next LOC co-chair), Etsuro Ito (member of the current LOC), Amir Ayali, Andy Barron, Marie Dacke, Silvia Gruhn, and David McLean. An updated timetable for the congress was presented, and the scheduling of participant symposia was considered. The business meeting is scheduled for Friday, immediately before the farewell party. Satellite conferences have not yet been scheduled, but will take place prior to the main congress. The PC has received a large number of symposium proposals and is currently developing an exciting program. Plenary speakers are being considered as well as candidates to give the Heiligenberg and Huber lectures. The program must be finalized by August or September to meet NIH deadlines for submission of a letter of intent. If the letter of intent is accepted, a full proposal will

be submitted in December 2013. Other funding targets are still being considered. The executive committee expressed its gratitude to the PC.

3. ISN Membership

LH reported on the membership. Membership levels are basically stable (currently 569). The only category that has shown a recent loss is the postdoc category. Mechanisms for alerting members that their membership is expiring were discussed. Membership rates were considered, and it was agreed that there is no need at present to raise the rates. The executive committee expressed its gratitude to Linda Hardwick for her years of service to the ISN.

4. Management Contract

LH led a brief discussion of the Allen Press contract. She noted that \$18,000 per year has been the Allen Press flat rate for the past 8 years, but that the Allen Press contract model has now changed. There is a 3% increase to \$18,600 per year plus a contract record fee of \$5 per member. This means that the rate will go up if membership increases and down if the membership decreases. The management contract will be signed in the near future, after consultation with Council.

5. General Business (and Other)

- a. A meeting in memory of Héctor Maldonado is being organized. It will be a satellite to the 2013 annual meeting of the Sociedad Argentina de Neurociencias and will be held on October 1, 2013. A special session is being organized titled “The ISN in South America.” PN and AM will Skype in as part of this session. An important goal of this session is to promote attendance at the 2016 ICN Congress to be held in Montevideo, Uruguay. Ana Silva, one of the organizers of the Maldonado satellite, has requested \$900 to cover the costs of the session. The funds will be spent on conference room rental, the audio-visual system, and special flyers and stickers. This request was approved by the executive committee and will be taken to Council for final approval.
- b. The President will appoint the nominating committee for the next ISN elections in the near future.
- c. The President-Elect will begin the planning of the 2018 congress so that information can be presented to the attendees at the 2014 congress and then to the membership.
- d. Mechanisms for enhancing public outreach were discussed.
- e. The desirability of developing a congress template was discussed, including development of a website to archive abstracts.
- f. The IBRO Advanced School will submit a proposal to ISN to provide funding for an opening event using normal course funding request mechanisms.
- g. The possibility of inviting the newly elected graduate student and postdoctoral representatives to Council to organize an event for the 2014 congress was referred to the LOC.

ISN Executive Committee Meeting-Executive Summary

- h. The 2013 Neuroethology GRC was discussed in light of its unexpectedly low registration. The executive committee will continue to monitor GRC-related developments.