

**BOARD MEETING**  
Friday, April 23, 2010, 1200 GMT  
Teleconference Meeting Minutes

**Board members and officers in attendance**

Anna-Carin Brink, Neeraj Buch, Jim Grove, Jake Hiller, Erwin Kohler, Bryan Perrie, Luc Rens, Jeff Roesler, Tim Smith, Mark Snyder, Leif Wathne, Dan Zollinger

**Call to order/Roll Call**

President Snyder welcomed the board members and called the meeting to order at 1207 GMT.

**Update on Contract Services (administrator and newsletter production)**

President Snyder reported that the service contracts for Laura Taylor (administration assistant) and Amy Dean (newsletter production) have been signed and executed.

**Committee Updates**

*10<sup>th</sup> International Conference:* Board member Tim Smith reported on the status of the planning of the 10<sup>th</sup> International Conference. The status of the planning process is as follows:

- The general hotel registration process is in place. The hotel is working on putting the government rate registration process in place. There are only 50 rooms available at the government rate.
- Tim is working on putting the conference steering committee in place. The current membership of the steering committee includes Tim Smith, Mark Snyder, Jake Hiller, Jose Balbo, Suneel Vanikar (or a designee), Guy Tremblay, Raymond Debroux (PIARC), Bryan Perrie or Anna-Carin Brink (co-chairs of the ISCP editorial committee). Tim will work with Luc Rens and identify who from EUPAVE should be on the committee.
- Jake Hiller has put together a draft website for the conference. The website link will be sent to the board members so that they can review web site contents and send their feedback to Jake.
- Tim and Mark will review the proposed conference management contract. Following the review the board will receive an update on the details of the contract.
- Bryan Perrie, Anna-Carin Brink and Tim Smith will discuss (by email and/or conference call) details regarding the technical paper logistics for the conference. Once the details are worked out an update will be presented to the board.
- The conference steering committee needs to recommend candidate themes for the conference and finalize the theme. The finalized theme will then be posted on the conference website.

*Technology Transfer Committee:* The members consist of board members Jake Hiller, Jeff Roesler, Erwin Kohler, Corey Zollinger, Robert Rodden and Luc Rens. The committee has met and identified a process to create an online clearing house for technical documents.

*Editorial Committee:* Neeraj will send the paper reviewer list, paper review form template and other related documents to Bryan and Anna-Carin. In the meantime Bryan and Anna-Carin will work on recruiting other members for this committee.

*Communication Committee:* Amanda is working on a “regional” reporter type structure for the newsletter. The reporters will have their ground to the ear for articles suitable for the newsletter. President Snyder noted that the committee needs to solicit articles summarizing international news for the newsletter. Articles can be sent to

[newsletter@concretepavements.org](mailto:newsletter@concretepavements.org). It was also suggested that the technical and standing committees can report on their activities through the newsletter. The newsletter can also be used as an outlet to solicit membership for the various standing and technical committees.

*Concrete Pavement Sustainability Issues:* Leif Wathne heads this committee. Currently Luc Rens, Jim Grove, Bryan Perrie, George Vorobieff, Stephan Villaret, Bo Tian and Dan Zollinger have shown interest in being members of the committee.

*Nomination Committee:* Dan Zollinger (past president) chairs this committee. Dan will work on putting this committee in place before the next society elections.

### **Miscellaneous Announcements**

Jake has set up web pages for each committee for publicizing committee activities.

Ministère des Transports Du Québec (MTQ) is the latest organization member.

ISCP is co-sponsoring a pavement conference in China next year (April 2011). There is a need for members to volunteer for the scientific and organization committees. President Snyder is working on getting the description of committee duties from the conference organizers.

The next board meeting (teleconference) is tentatively scheduled for June 25, 2010 at 1200 GMT). The standing committee and technical committee chairs should have their draft mission statement and goals ready prior to this meeting. The bulk of this meeting will be devoted to discussing the committee mission statements and goals.

Respectfully submitted,  
Neeraj Buch  
Secretary-Treasurer