

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

**Board members and officers in attendance**

Jamshid Armaghani, Neeraj Buch, Juan Pablo Covarrubias, Jim Grove, Jake Hiller, Erwin Kohler, Bryan Perrie, Mark Snyder, George Vorobieff

**Call to order/Roll Call**

President Snyder welcomed the board members and called the meeting to order at 1205 GMT. He stated that the primary purpose of the meeting was to review the content of the revised draft committee statements.

**General Comments**

The committee statements need to have a consistent format. George Vorobieff has volunteered to review all the committee statements for format once the content has been finalized and agreed upon by the board members. It was also noted that the difference between a standing committee and technical committee should be spelled out on the society website for clarity. Jake Hiller will take care of this clarification on the society website.

The co-chairs of the editorial committee are working on the following issues related to the 10<sup>th</sup> International Conference:

- Message to potential reviewers regarding their willingness to review papers and areas of expertise. Jeff and Peter will assist in compiling a list of North American reviewers.
- Compiling proposals regarding the abstract and paper management. So far only one proposal has been received. The committee co-chairs will pursue with other vendors and report back to the board when all the information has been received.

**Review of Draft Committee Statements**

*Activities Committee (Balbo)*-It was suggested that the membership to this committee be increased

*Communication Committee (Buch)* – The committee goals should include the management of the society website and that this committee should archive all official communication between the ISCP board and the membership. The committee membership needs to be increased. A revised draft will be posted prior to next board meeting.

*Editorial (Perrie and Anna-Carin)*-Board member Kohler suggested that the words “scientific review” be included in the committee scope.

*Technology Transfer (Hiller)* – Liaison with other society committees needs to be made clear. Jake will coordinate that with the other members of the committee.

The next board meeting (teleconference) is tentatively scheduled for August 27, 2010 at 1200 GMT). The standing committee and technical committee chairs should have their revised draft mission statements and goals ready prior to this meeting. Specifically, the board members should review the statement posted by the membership committee by 30-July and send in their comments to Jamshid shortly thereafter.

Respectfully submitted,  
Neeraj Buch  
Secretary-Treasurer