

IFCA Board of Directors Meeting, Thursday, February 22, 2001 at approximately 3:00 p.m. at the Comfort Suites, Grand Cayman, Cayman Islands

Present – Ray Hirschfeld, Director
Marc Briceno, Director
Adam Shostack, Director
Barbara Fox, Director
Nicko van Someren, Director
Sherry Shannon-Vanstone, Secretary
Stuart Haber, FC '01 General Chair (present for his report only)

Ray presented the Agenda

- FC '01 General Chair Report
- FC '00 General Chair Report
- Selection of FC '02 Program Chair
- Selection of FC '02 General Chair
- Election of Officers
- Privacy Policy
- Guidelines
- Budget/Financial Issues
- Copyright Issue
- Sponsorship Issues
- FC '02 Venue
- FC '03 Possible Venue
- Don Beaver Issue
- Website Hosting and Email
- Additional Items
- Adjourn

1. FC '01 General Chair Report -- Stuart Haber

- Income was \$99,600 including \$57,300 from sponsors. There will also be additional income from sale of T-shirts and extract pre-proceedings.
- 115 to 120 registered but 15 did not show, 103 –105 attended. 42-43 were guests of sponsors, IFCA directors and officers, etc.
- Expenses are estimated to be \$88,300 including \$5000 for contingencies
- Problems included familiarity with location. Harris (local agent) did a good job of negotiating with the Marriott Hotel.
- General Chair Fee will be split \$6000 to Harris and \$4000.
- General Guidelines are needed
- Need to ship and store IFCA materials (t-shirts, extra pre-proceedings, etc.) . Marc will take one box; Ray will take one box and leave the rest with Harris.
- Written report to follow to

2. FC '00 General Chair Report

- Written report from Don Beaver (Sherry to obtain soft copy to include with these minutes).
3. Selection of FC '02 Program Chair
- Ray met with Yair Frankel (FC '00 Program Chair) and Paul Syverson (FC '01 Program Chair) and established two criteria to help in the selection of the program chair
 - Individual has been a FC program committee
 - Individual has attended at least one FC conference
 - Possible candidates
 - Kazue Sako is interested but can not this year due to personal reasons.
 - Matt Blaze and Phil McKenzie are other possibilities.
 - Adam nominated Matt Blaze and Nicko seconded. Vote: All in favor
 - Ray will suggest the follow individuals to Matt for the Program Committee
 - Rebecca Wright
 - Stefan Brands
 - Scott Vanstone
 - Don Beaver
4. Selection of FC '02 General Chair
- Possible candidates
 - Nicko had accepted last year but due to bandwidth constraints could not serve. Good candidate for this year.
 - Avi Rubin may be a good candidate for next year.
 - Hinde ten Berge should also be considered or at least as co-chair or local arrangement
 - Sherry Shannon-Vanstone
 - Selection of General Chair tabled until later in this meeting.
5. Election of Officers
- President
 - Ray and Marc both agreed to serve if elected
 - Both were nominated by Nicko and seconded by Adam. Vote: Marc-4, Ray-1
 - Marc Briceno is the President from Feb. 22, 2001 to FC '02 incoming board meeting
 - Vice President
 - Ray was nominated by Adam and seconded by Nicko. Vote: 4 yes, 1 abstained.
 - Ray Hirschfeld is the Vice President from Feb. 22, 2001 to FC '02 incoming board meeting
 - Secretary
 - Sherry would like to resign. Adam agreed to take on the maintenance of the membership email list if Sherry agree to serve again.
 - Hinde ten Berge was suggested but Marc needs to confirm that she is willing to serve
 - Vote for secretary was tabled until the above can be ascertained.

- Treasurer
 - Ray spoke with Ben and although Ben had thought that it would be best to resign since he is not in Anguilla he has agreed to serve if elected.
 - Discussion – need to review books and have a written Treasurer report.
 - Paul Harrison is a possible candidate but need to confirm willingness to serve.
 - Marc to clarify with Ben on written report and speak with Paul.
 - Vote for treasurer was tabled until the above can be ascertained.

6. Privacy Policy

- IFCA needs a more extensive privacy policy.
- Adam agreed to draft a privacy policy and circulate it to the Board within 4 weeks.

7. Guidelines

- General Chair – Ray will draft with help from Don Beaver and Stuart Haber
- Program Chair – Ray will draft with help from Yair Frankel and Paul Syverson
- Election – Marc Briceno to draft and circulate by close of business PST Friday, March 2.
- Sponsorship – Barb to draft

8. Budget/Financial Issues

- At the BOD meeting on Sunday, Feb. 18th, Robert Hettinga had suggested a budget committee be established. – this was discussed and it was agreed that no such committee is required at this time.
- Adam proposed that financial targets need to be established by the board after expenses are reported for FC '01.
- There was some discussion of lowering fees for conference attendance. The general chair proposes the fees with the budget. This should be included in the financial targets.
- Ray mentioned that there was a problem this year with the resolution of the LCD projector. He proposed that IFCA buy one. After discussion it was decided to wait until next year to decide and in the meantime it may be possible to bother one from a sponsor or one of the director's companies.

9. Copyright Issue

- There needs to be a statement incorporated in the call for papers that state if a paper is accepted, the author will assign rights to IFCA.
- After much discussion, it was decided that upon acceptance of a paper, the Program Chair would email a PDF form to be signed and faxed back to the Program chair. The form will cover the following:
 - Assignment of copyright to IFCA
 - IFCA to provide a non-exclusive license back to the author for own direct distribution
 - Author represents the work is their own and they have a right to publish it.

- The Program Chair will make it clear that the paper will not appear in the proceedings if this form is not received by the pre-proceedings deadline date.

10. Sponsorship Issues

- Barb mentioned that need to emphasize the success stories from previous FC conferences.
- Barb will include issues in the sponsorship guidelines
- Need to look at other academic conference sponsorship programs
- Need to look at group versus individual enticements. I.e. all sponsors logo to be displayed during tracks.
- General chair appoints both local arrangement and sponsorship chair
- Larry Soto, a consultant, has offered to help out with sponsorship recruitment for some amount of compensation.

11. FC '02 Venue

- Three possible Grand Cayman, Anguilla, another island
- Criteria – for selection
 - Offers a retreat atmosphere
 - Appropriate price point
 - Not as busy (as the Grand Cayman)
 - Appropriate meeting space
 - Internet Activity on island
 - Involvement of local financial community
 - Good communications
- Rule out US territories or places with population over 50000
- Look at Bermuda, Antigua, St. Martin, Aruba
- Action Items
 - Sherry to look at other islands and report back to the Board by March 7
 - Nicko to speak with travel agent to obtain some ideas and report back to the Board by end of March.
 - Ray to explore alternate meeting space in Anguilla and report back to the Board by end of March.

12. FC '03 Possible Venue

- Hong Kong
- Dead Sea
- Martinique

13. Don Beaver Issue

- Ray mentioned that Don Beaver had agreed to split his general chair fee in three ways with 2/3s to Ray and Vince for help with local arrangements.
- Vince was paid his amount and now Don is stating that Vince did not do his part and should not have been paid.
- Don would like to have the amount that was paid to Vince split between himself and Ray

- After extensive discussion, it was decided by a vote (4 yes, 1 abstain) to provide \$2,000 additional funds to be split between Don and Ray.

14. Web site

- IFCA failed to set expectation.
- Investment cost high, but on going should be less. Hosting is \$2500 per month.
- The problem is that the email is hosted on Vince's machine – need to move.
- Marc Briceno agreed to let the IFCA use his machine in Amsterdam, but does not wish to administer.
- After much discussion, it was decided that the web sites will stay at Executive and move old sites from Vince's machine to Executive's. Mail is to be moved to Marc's machine and Ray will administer and use mailman mail software which is free.
- Conference management software developed by Jason is not ready yet to be given to others.

15. Additional item

- Discussion on eliminating Board nominations for directors – it was decided to leave as is.

16. Meeting adjourned