

**Board of Directors Meeting, Wednesday, February 11<sup>th</sup>, 2004, at 2:15 PM  
at the Holiday Inn Beachside, Key West, FL, USA**

**Present**      Jean Camp, Director, Chair  
                  Marc Briceno, Director  
                  Paul Syverson, Director  
                  Duncan Goldie-Scot, Director  
                  Ray Hirschfeld, Director, Treasurer  
                  Hinde ten Berge, Secretary, General Chair

**Agenda**

1. Elect Chair
2. General Chair's report on FC'04
3. Elect Officers
4. Select FC'05 venue
5. Appoint FC'05 General Chair
6. Appoint FC'05 Program Chair
7. Audits
8. Reincorporation
9. Website
10. Banking
11. Data Projector
12. Marketing
13. Any other business

**1. Elect Chair**

Paul is nominated but not willing to serve.  
Duncan is nominated but not willing to serve.  
Jean is nominated and is willing to serve, but then not also as President.

Call for vote:            4 for Jean  
                              1 abstain

Jean Camp is elected Chair.

**2. General Chair's report on FC'04**

Attendees

This year we have more attendees than last year, but still a lot fewer than expected. In total, FC'04 attracted 54 attendees, of which

- 7 corporate
- 12 academic (and 1 no-show)
- 13 student (of which 2 received a stipend)
- 1 accompanying
- 5 PC members (and 1 no-show)
- 5 invited speakers
- 9 IFCA staff (of which 2 used sponsor slot and 3 paid cost price, 4 waived)
- 2 sponsor

[Note GC: the non-showing PC member registered on Thursday, making a total of 55 attendees.]

### Payments

A separate account for the conference would be very useful. This year, the account was set up fairly late so the General Chair was not able to use it. Access to some cash would be useful as well.

### Location

It was already decided to go to Key West before we had realistic quotes. This is a high risk, especially considering the current unexpected costs of the A/V and internet access. Another problem was the change of management of the hotel before all agreements were on paper. Next year we need more definite quotes before committing.

### Guidelines

The Program Chair and General Chair Guidelines will be needed next year, also to avoid unexpected cases such as invited speakers requesting excessive compensation.

### Reports

Few reports or financial statements of former conferences were available. We need to set up an archive for upcoming Chairs.

### Budget

In total, \$10,000 less was spent, mostly due to the willingness of invited speakers and IFCA staff to pay their own expenses. Hinde thanked them for that. The costs for the pre-proceedings and t-shirts were also significantly less.

On the other hand, income was more than \$20,000 less than expected due to less sponsorship and fewer corporate attendees. Total deficit is around \$ 12,000. This is not a final amount as we haven't received final bills yet.

Hinde suggested rewriting the existing marketing plan and using it at a much earlier stage.

The Board suggested that exact figures of the marginal cost per attendee and the number of first-time attendees be included in the final report.

### **ACTION ITEM:**

**20040315 Hinde to finalize the financial statement and report.**

### **3. Elect Officers**

#### Secretary

Hinde ten Berge is nominated.

Call for vote:           5 for Hinde

Hinde ten Berge is elected Secretary.

#### Treasurer

Ray Hirschfeld is nominated.

Call for vote:           4 for Ray  
                              1 abstain

Ray Hirschfeld is elected Treasurer.

#### President and Vice President

Several potential candidates were discussed.

Ari Juels is nominated for President.

Markus Jakobsson is nominated for Vice President.

Call for vote:           5 for Ari as President  
                              5 for Markus as Vice President

Ari Juels is elected President.

Markus Jakobsson is elected Vice President.

#### **4. Select FC'05 Venue**

Key West did not attract the targeted number of corporate attendees. Lower travel costs were appreciated; traveling to the Caribbean still might be an obstacle for some people. We don't know why the 'lost' attendees did not come this year.

FC'06 will be a milestone: it will be the tenth FC Conference. Ray is willing to investigate options for FC'06 in Anguilla.

Options for FC'05 are

- Anguilla / Hinde is willing to serve as General Chair.
- Dominica / Stuart Schechter is willing to serve as General Chair.
- Panama / Marc Briceno did not consider serving as General Chair and is reluctant. Panama might come with guaranteed sponsorship, so still is an option.

Motion:           to select Dominica as FC'05 venue unless problems arise with the proposal.

3 in favor, 2 abstain: motion carried.

#### **ACTION ITEMS**

**20040229   Marc to investigate guaranteed sponsorship for Panama.**

**20040229   Ray to receive quotes from Anguilla for FC'05 and FC'06.**

#### **5. Appoint FC'05 General Chair**

Motion:           to appoint Stuart Schechter as General Chair unless another venue is chosen.

All in favor: motion carried.

#### **6. Appoint FC'05 Program Chair**

Several candidates are discussed.

#### **ACTION ITEM**

**20040229   Paul to contact Arjen Lenstra to see if he is willing to serve as Program Chair, possibly with David Birch as Co-Chair.**

## 7. Audits

Motion: to include 2003 in the audit.  
All in favor: motion carried.

Marc suggested that Ray should make preparations for an audit over 2004 since the membership requested that. Ray stated he is already working on that assumption.

Duncan noted that he gave the UK accountant information to Ray.

## 8. Reincorporation

Our major options for reincorporation are United Kingdom, Netherlands, Anguilla and the United States. Our trustee in Anguilla, Hansa Bank, warned us that governmental policy changes are coming up. Reincorporation as a non-profit in Anguilla might not make much sense unless it is very simple to do. The United States is more expensive and requires filing a tax return.

### ACTION ITEMS

- 20040315 Duncan to look into incorporation in the United Kingdom.**
- 20040315 Ray to look into incorporation in the Netherlands.**
- 20040315 Hinde to look into reincorporation in Anguilla.**
- No date set Hinde to look into possible subsidies in the Netherlands.**

The results will be presented to the membership at the General Meeting of FC'05.

## 9. Website

We need:

- website development
- conference registration
- payment processing
- hosting

### ACTION ITEMS

- 20040315 Duncan to check possibilities on combined marketing and website development.**
- 20040315 Jean to check with CPSR to find out how they deal with their conferences.**
- 20040315 Jean to obtain three quotes for all our website needs.**

## 10. Banking

Currently, we have Main account with Scotiabank in Anguilla  
Extra account with Barclays in Anguilla  
2<sup>nd</sup> Main account with Everbank in the US  
Conference account with Everbank in the US  
E-gold account

### ACTION ITEM

- 200340330 Ray to merge Barclays account into Scotia account.**

After the location of incorporation has been decided, we will open one master account and one conference account in that country, and merge the Scotia and Everbank accounts into the master account.

### **11. Data Projector**

The data projector should be part of the package deal with the conference hotel. The Board will receive a quote from Stuart Schechter, who will include information on the data projector. Any decision on buying a projector is deferred until that quote is in.

Jean states that the PC Chairs should be asked for their opinion on the FC'05 venue.

**12. Marketing:** see 9. Website.

### **13. Any other business**

- Ray: The mailing lists are updated except for the organizers' list.  
Duncan: We did not thank Nicko during the General Meeting. Should do that during the closing remarks.  
Hinde: No action item is set on updating the registrar with Directors and Officers changes. Will do so.  
Ray: Our Thawte certificate is expiring.  
Hinde: Hotel made a mistake in their final bill for A/V and computer access. Amount is \$700 higher than expected. Hinde was able to talk them down by \$215 and asked the board for a new approval. If the Board can't accept that, we'll have to talk to the General Manager. The Board discussed the options and decided to leave it to the discretion of the General Chair, who decided to accept the new offer.  
Duncan: The conference call was very useful and we should have such a call more often. A date for the next call was set: **March 31<sup>st</sup>, 2004, at 5PM GMT.**

### **ACTION ITEMS**

**No date set Hinde to update Hansa Bank with Directors and Officers changes.**

**No date set Hinde to obtain new certificate from GeoTrust.**

**20040331 All: to join the Conference Call at 5 PM GMT.**

**Meeting adjourned at 4:15 PM.**

**Additional Board of Directors Meeting, Thursday, February 12<sup>th</sup>, 2004, at 1:15 PM at the Holiday Inn Beachside, Key West, FL, USA**

Motion: to appoint Andrew Patrick with Arjen Lenstra as Program Co-Chairs, with Jon Peha as backup for Andrew Patrick and Moti Yung as backup for Arjen Lenstra.

All in favor: motion carried.

**Meeting adjourned at 1:25 PM.**

## **LIST OF ACTION ITEMS SORTED BY RESPONSIBLE PERSON AND DATE**

### **All**

20040331 All: to join the Conference Call at 5 PM GMT.

### **Marc Briceno, Director**

20040229 Marc to investigate guaranteed sponsorship for Panama.

### **Paul Syverson, Director**

20040229 Paul to contact Arjen Lenstra to see if he is willing to serve as Program Chair, possibly with David Birch as Co-Chair.

### **Ray Hirschfeld, Director, Treasurer**

20040229 Ray to receive quotes from Anguilla for FC'05 and FC'06.

20040315 Ray to look into incorporation in the Netherlands.

200340330 Ray to merge Barclays account into Scotia account.

### **Jean Camp, Director, Chair**

20040315 Jean to check with CPSR to find out how they deal with their conferences.

20040315 Jean to obtain three quotes for all our website needs.

### **Duncan Goldie-Scot, Director**

20040315 Duncan to look into incorporation in the United Kingdom.

20040315 Duncan to check possibilities on combined marketing and website development.

### **Hinde ten Berge, Secretary, General Chair**

No date set Hinde to look into possible subsidies in the Netherlands.

No date set Hinde to update Hansa Bank with Directors and Officers changes.

No date set Hinde to obtain new certificate from GeoTrust.

20040315 Hinde to finalize the FC'04 financial statement and report

20040315 Hinde to look into reincorporation in Anguilla.

### **Confidential Appendix:**

Discussed candidates for President were Ari Juels, Markus Jakobsson and Robyn Wagner. Robyn doesn't have enough time to serve.

Ari Juels recommended dual Program Chairs: Arjen Lenstra with David Birch. Rebecca Mercuri, Andrew Patrick and John Peha were also discussed. A second option is John Peha in combination with Moti Yung.