

Conference Call IFCA Board of Directors, Monday March 28th 2005, 3 PM GMT

Present: Jean Camp, Director, President, Chair
Ray Hirschfeld, Director, Treasurer
Stuart Schechter, Director
Hinde ten Berge, Director, Secretary

Not present with notice: Duncan Goldie-Scot, Director, Vice-President

Agenda:

1. Approve Minutes
2. Planning: Program recommendations and Chair & Committee selection process
3. By-law update
4. FC05 / FC06 Action Items, long term planning, cash update, Stonekeep
5. Treasurer's report
6. Any other business

1. Approve Minutes

Deferred until next meeting.

2. Planning – program recommendations

FC06 will be different because it is our 10th anniversary.

- A- Retrospective panel
- B- Something special with former organisers/chairs
- C- Include line-item for extras in budget

2. Planning – Chair & Committee selection process

Program Chair should have served on the Program Committee before. It shall be announced that if someone would like to be on the Program Committee he/she can contact the Program Chair.

Action Item

No date set Jean to make a model for the General Meeting and agenda

3. By-law update

Deferred until next meeting.

Action Item

No date set Hinde to mail the current by-laws with suggestions to the directors.

4. FC05 / FC06

Former action items are discussed.

Possibility to split FC'06 General Chair: Ray local arrangements and Patrick McDaniel for more general issues. This will be more expensive due to GC fees.

Action Item

No date set Ray to approach Patrick McDaniel and look at options.

Avi Rubin and Giovanni Di Crescenzo have made a list of possible Program Committee members.

Action Item

No date set Ray to obtain the list of Program Committee members and forward to Directors' list.

Website / registration

Stonekeep didn't really work out as expected. If we work with them again we should change as little as possible. Another option is have a student to make a system. Ray is considering to go to an exhibition in Frankfurt to talk about hotels in the Caribbean and off-the-shelf registration software.

Action items

No date set Stuart to receive a proposal from a student to make a registration system

No date set Ray to go to the exhibition in Frankfurt

5. Treasurer's report

Deferred until the next meeting.

6. Any other business

By June 1st Jean needs to know what she will get reimbursed. If Interactive Investor comes through before then her hotel costs will get reimbursed at the standard room rate.

Action Item

No date set Jean to check on the status of the FC'05 proceedings. The final papers are due on April 3rd, 2005.

Meeting adjourned at 4:30 PM GMT.**LIST OF ACTION ITEMS SORTED BY RESPONSIBLE PERSON AND DATE****Jean Camp, Director, President**

No date set Jean to make a model for the General Meeting and agenda

Hinde ten Berge, Director, Secretary

No date set Hinde to mail the current by-laws with suggestions to the directors.

Ray Hirschfeld, Director, Treasurer

No date set Ray to approach Patrick McDaniel and look at options.

No date set Ray to obtain the list of Program Committee members and forward to Directors' list.

No date set Ray to go to the exhibition in Frankfurt

Stuart Schechter, Director

No date set Stuart to receive a proposal from a student to make a registration system