

## **Conference Call IFCA Board of Directors, Monday May 23<sup>rd</sup> 2005, 14:00 GMT**

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

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

### **Agenda:**

1. Discuss & approve previous minutes
2. Report on action items from previous meeting
3. Model agenda for annual members' meetings
4. IFCA hosting
5. Who is general chair
6. By-law update
7. Clarification of action items from this meeting
8. 2005 budget approval pending three sponsors
9. New business

### **1. Discuss & approve previous minutes**

Motion: to approve the minutes of the IFCA Board of Directors meetings to date  
All in favor: motion carried.

#### **Action Item**

No date set Hinde to make a list of all pending action items

### **2. Report on action items from previous meeting**

See action items list

### **3. Agenda for annual meeting including voting, volunteers for PC, GC and program committee**

#### **Action Item**

No date set Jean to send updated version of the Annual Meeting agenda to the directors mailing list for approval

### **4. IFCA hosting**

The IFCA website is hosted by Ray. He is willing to continue doing this if IFCA pays half of the costs (US\$ 140 / year). During the next meeting it will be decided what we will do, depending on alternatives.

#### **Action Item**

20050723 Ray to write a 1-page spec of our server needs

### **5. Who is general chair**

Motion: To appoint Patrick McDaniel as General Chair with Ray Hirschfeld as Local Arrangements Chair

All in favor: motion carried.

## 6. By-law update

Hinde has sent by-law changes to Hansa and expects an updated version of the bylaws back early next week. During the next meeting the by-law changes will be discussed in detail. Then it will also be decided whether the new by-laws have to be formally approved by the membership.

### Action Item

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

## 7. Clarification of action items from this meeting

See action item list.

## 8. 2005 budget approval pending three sponsors

At this moment, only France Telecom hasn't paid their sponsorship for FC'05. Moti Yung needs to send his receipts to Ray. Jean will be reimbursed for the hotel room, standard room for 5 days.

Motion: To pay Jaeyeon plane fare instead of an equivalent amount of the organizer's fee. The board recognizes Jaeyeon work done for the conference.  
3 in favor, 1 abstain: motion carried.

### Action Item

No date set Ray to contact Moti Yung about his receipts for reimbursement

## 9. New business

Ray: Ray spoke to Ian Grigg concerning the IFCA fc-discuss mailing list and Ian is willing to be the moderator. In the past it has not always been clear whether attendees wanted on the fc-announce list, the fc-discuss list, or both.

Motion: to merge both mailing lists and subscribe all to fc-discuss and and fc-announce, along with a polite email explaining why this was done.  
3 in favor, 1 opposed: motion carried.

Future registration forms will include an opt-out for the announcement list and an opt-in for the discussion list.

**Meeting adjourned at 15:18 GMT.**

## LIST OF PENDING ACTION ITEMS

### Hinde ten Berge, Secretary

No date set Hinde to gather financial overhead figures from past years and other conferences with help of the Directors.

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

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

No date set Hinde to find information about prior conference attendees (names, affiliation, email addresses) and send to Duncan. If the records are not complete Ray can look for the information in the original databases.

No date set All to identify at least one person who could be part of the Advisory Board.

No date set Hinde to make a list of all pending action items

### Jean Camp, Director

No date set Jean to check conference dates in order to avoid conflicting dates for FC'06

No date set Jean to send updated version of the Annual Meeting agenda to the directors mailing list for approval  
20050627 Jean to get specs and a quote from Speedhost for possible hosting

**Duncan Goldie-Scot, Director**

No date set All to identify at least one person who could be part of the Advisory Board.

**Ray Hirschfeld, Director**

No date set All to identify at least one person who could be part of the Advisory Board.  
No date set Ray to contact Moti Yung about his receipts for reimbursement  
20050723 Ray to write a 1-page spec of our server needs

**Stuart Schechter, Director**

20050415 Stuart to send his General Chair report to the Board of Directors  
20050509 Stuart to obtain proposal for registration system with functional specifications and service commitment  
No date set All to identify at least one person who could be part of the Advisory Board.  
No date set Stuart to look into Puerto Rico as another back-up possibility for FC'06