

**Minutes of IFCA Board Meeting**  
**Tuesday, 27 October 2009, 16:00 GMT.**  
**By Conference Call.**

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**Present:** Jon Callas, Director, Chair  
Jean Camp, Director, President  
Ray Hirschfeld, Director, Treasurer  
Andrew Patrick, Director, Vice-President  
Burton Rosenberg, Director, Secretary

**Minutes**

- Meeting called to order 16:06 GMT/12:06 EDT.
- Ray moves to accept minutes of previous meeting, Jean seconds. Motion passes unanimously.
- **Review of Action Items:**
- Pino has provided a draft budget for FC10.
- Ray has spoken to Helms-Briscoe to consider Jamaica as a location for FC12.
- Andrew will speak to Fabian about being local arrangements or general chair for FC11.
- Jon has arranged conference call facilities for this and future IFCA board meetings.
- Jon has talked with PGP concerning FC sponsorship for this year. Further action awaits PGP budgeting. To follow up.
- Burt has contacted C.E.G. and informed them not to restate prior annual return.
- Directors to fax to C.E.G. their signed statements of transfer of shares.
- Burt has sent to directors list additional guidance for due diligence requirements.
- FC10 Moroccan sidetrip as quoted was too expensive an option to pursue. Jean to check for a re-quote.
- **FC10:**
- *Action Item:* Pino to post prices and travel information to conference web site. Registration to open as soon as program is posted.
- Ray posted the budget to the directors list. Directors' comments following:
- Concerning complimentary registration for accompanying person of invited speakers: There are three invited speakers. Pino is bringing her own funding for the

expenses of one of the speakers. Radu has provided travel and accompanied registration fees for the other two speakers from conference budget. Historically, there has not been an accompanied person registration benefit for invited speakers. Jean voiced concern that some members might find the benefit profligate; Jon said that rather it would be perceived as “polite”. Ray would leave this matter to the discretion of the organizers.

- Budget includes director support for only one director. Directors are advised to immediately indicate to Pino their requirements.
- Ray thinks the hotel's offer for a complimentary reception should be switched from the Sunday reception to the Monday reception.
- Clarification required for the planned food for workshop registrations. Budget seems low for workshop expenses.
- Number of afternoon breaks is larger than typical for an FC.
- Pre-proceedings expense should be stricken from the budget, as they will be online only
- Workshop participants, even if workshop-only, will pay dues, have membership, and get proceedings.
- Budget as proposed is not balanced. Proposed budget should be balanced.
- The price of the conference is high — 900/600 Euros. Andrew, Jean, Burt and Jon have all expressed concern that this is at the limit of acceptability. Ray says that the historical target is 1000/650 USD. The high price might be due to the choice of Tenerife, but the effect of the US dollar exchange rate was also noted. Strong concern was expressed that the budget must not be made to balance by raising prices.
- To be on the agenda for the next meeting: board member nominations for the elections held at the FC10 Annual General Meeting.
- **FC11:**
  - Selecting a program chair should begin after the end of the current paper referee process.
  - *Action Item:* Andrew to talk to Fabian about his interest in being local arrangements chair, or other involvement, for FC11.
- **FC12:**
  - Ray thinks the member feedback at Tenerife will inform the decision of whether future FC's should be held outside the Caribbean, including Thailand and Brisbane. Future hopefuls include a return to Barbados, due to our success there, and Jamaica, as we might have a university involvement.

- ***New and concluding business:***

- Ray says that he would like to pursue involvement with FSTC, including his (or any interested director's) attendance at an upcoming FSTC meeting in Washington DC.
- Next meeting set for November 18 at 17:00 GMT. Jon will take care of conference call arrangements.
- Jon moves to adjourn, Jean seconds, all in favor. Meeting adjourned at 17:07 GMT/1:07 EDT.

## **Appendix: Agenda**

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1. Accepting the minutes
2. Action items from last meeting
3. FC10 Tenerife
4. FC11 St. Lucia
5. FC12
6. New and concluding business

## **Appendix: Open Action Items**

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1. Director's to fax C.E.G. their signed transfer of shares agreement.
2. Director's to provide due diligence to C.E.G.
3. Director's to provide Pino their conference support requirements.
4. Pino to post prices and travel information to conference web site.
5. Andrew to talk to Fabian about his interest in being local arrangements chair, or other involvement, for FC11.
6. Jean to double check on a possible side-trip to Morocco from FC10.
7. Selecting program chair for FC11 after current paper referee process has concluded.
8. Director to attend FTSC meeting, or board to discuss such attendance.

## **End of Minutes**

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