

Minutes of IFCA Board Meeting
Thursday 7 January 2010, 17:00 GMT.
By Conference Call.

Present: Jon Callas, Director, Chair
Ray Hirschfeld, Director, Treasurer
Fabian Monrose, Local Arrangements Chair, FC11
Andrew Patrick, Director, Vice-President, Acting President
Burton Rosenberg, Director, Secretary

Minutes

- Meeting called to order 17:13 GMT/12:13 EST.
- Ray moves to move FC11 agenda item to first item discussed, as Fabian Monrose is attending this conference specifically to discuss FC11. This is agreed upon by all.
- Fabian and the board do introductions. Our plan is to discuss with Fabian what it means to be GC, about the current status of FC11 planning, about expectations of a GC and of responsibilities. Fabian clarifies that he does not want to be GC, but is interested and committed to being local arrangements chair.
- The board is both receptive and appreciative of Fabian's offer to serve as local arrangements chair, and the board will find a GC who will work with Fabian.
- The current status of FC11 is discussed, including: the requirements for suggesting budget accommodations, the estimate of conference attendance numbers (60 rooms, 100 people), the social events that should be planned.
- Fabian has solicited a quote from St. Lucia Reps for excursions. Those in hand he will solicit a quote from ITC Tours. Fabian notes that ITC Tours is owned by his father and therefore, keeping the interests of IFCA before all, he is being careful to solicit strong competing bids from unaffiliated companies.
- Fabian says he would prefer to have the social events at and through the hotel, but he will not be limited if better deals are available.
- The question of PC choice was reviewed.
- *Action Item:* Ray and Fabian to talk the first week in February, after Tobias, the St. Lucia hotel contact, returns; to finalize prices.
- Fabian leaves the conference call at 12:52 EST.
- Ray notes that Jean Camp has resigned and that, according to IFCA bylaws, Andrew is new acting president. Ray points out that this will present Andrew with a overload

of duties at the AGM: as president, Andrew will run the AGM, as vice president, Andrew will supervise the elections.

- Ray has sent Burt comments on the November 19th and December 8th minutes. Ray moves to accept those two minutes with those changes, Burt seconds, all are in favor — motion passes.

- **Review of Action Items:**

- Directors to complete due diligence requirements for C.E.G. — in progress.
- Selection of FC11 program chair, is postponed.
- The conference call with Fabian was the earlier portion of this board meeting.
- Ray has collected registration data and has concluded that conference will have higher income than previously estimated. Ray has informed Pino of his finding.
- Andrew reintroduced the issue of transportation from the north airport. The Tenerife Convention Bureau is to provide some transfers from the airports, arranged according to the attendees' arrivals. The web site also suggests that attendees take taxis from the south airport, and a bus or car rental from the north airport. Ray suggests that a ride-share bulletin board be implemented. Burt is concerned that arrangements from the north airport are both vague and insufficient.
- *Action Item:* Ray to ask Pino to resolve, improve, and make specific the arrangements for transportation from the north airport.
- Ray has asked Pino and Radu to set up the web site for the electronic pre-proceedings, and to insure availability of a small number of paper copies of the pre-proceedings.
- **FC10:**
- Sponsorship: Jon will ask PGP; Google has agreed; Everbank as agreed but the details need to be arranged.
- Registration: the current total is 76 attendees, and there seem to still be new registrations:

<i>type</i>	<i>conf. & w/s</i>	<i>conf. only</i>	<i>w/s only</i>
General	10	3	3
Academic	22	17	7
Student	7	6	1

- **FC11:**
- *FC11 agenda item was moved to first discussed item, see above.*
- **FC12:**

- Ray is hoping to get location proposals for FC12 from Rachelle at Helms-Briscoe, and to present them to the IFCA membership at the upcoming AGM. The slate of locations to be considered for FC12 is closed. Membership can suggest locations for FC13.
- Among the proposals, Sean Thorpe of the University of Technology in Jamaica is interested in having the conference in connection with his university and his being GC. Sean must work out arrangements with Rachelle, if this is to happen for FC12.
- ***New and concluding business:***
- Next meeting for Sunday, January 24 at 6 PM local time in Tenerife. Jon should send a telephone number so he can join by teleconference, probably Skype.
- *Action Item:* Ray to remove Jean from the list of directors.
- Ray moves to adjourn, Jon seconds, all in favor, meeting adjourned at 18:41 GMT/1:41 EST.

Appendix: Agenda

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

Appendix: Open Action Items

1. Directors to provide due diligence to C.E.G.
2. Ray and Fabian to talk the first week in February, to finalize quotes and requirements for FC11.
3. Ray to ask Pino to resolve, improve, and make specific the arrangements for transportation from the north airport.
4. Ray to remove Jean from the list of directors.

End of Minutes
