

Minutes of IFCA Board Meeting
Thursday, 6 September 2012, 15:00 GMT.
By Conference Call

Present: Ray Hirschfeld, Director, Treasurer, Chair
Sven Dietrich, Director, President
Tyler Moore, Director, Vice President
Burton Rosenberg, Director, Secretary
Moti Yung, Director

Minutes

- Meeting called to order 11:12 EDT / 15:12 GMT.
- Table discussion of Minutes of 6/18 and 7/31 meetings until next meeting.

Review of Action Items

- Tyler to follow up with Sean Thorpe on FC15; done.
- Tyler to write GC guidelines; in progress.
- Tyler to propose archival and referencing scheme for papers listed on the FC program page; in progress.
- Tyler to contact Steven concerning FC11 budget; done.
- Moti to write PC guidelines; in progress.
- Moti to send due diligence; in progress.
- Burt to settle prices for past and future work with C.E.G.; in progress.
- Ray to draft a new copyright form; in progress.
- Ahmad to advertise student support on the FC13 CFP; in progress.
- *[The following items were closed last meeting but were re-reviewed -burt]*
- Ray invited Ahmad and Kazue at the next board meeting; done.
- Ray to contacted Accra for FC14; done.
- Ray to ask Kazue to include scholarships in budget, with amounts at her discretion; done.
- Ray to ask Kazue about travel sponsorships offered by the Japanese for foreign researchers traveling to Japan for conferences; done.
- Ray to ask Kazue to apply for the ONRG grant; done.
- Ray to send Kazue the approved final FC12 budget, to serve as template for FC13; done.

Report of director activities of this period

- Directors activities were reported; see appendix.

FC13 Okinawa

- The board has accepted all three of the workshop proposals, with two being accepted since the last meeting.
- *Action item:* Ray to contact Ahmad and/or Kazue and ask them to update workshop information on the FC13 homepage.
- *Action item:* Ray to contact Ahmad and/or Kazue and ask them to ask workshop organizers to be contacted to get links to their workshop homepages.
- The board discusses the number of workshops desirable. The board feels that three is the proper number. The board remains open to a fourth proposal, but will not actively seek a fourth proposal.

Student Stipends

- Tyler has sent the text of the announcement of the student stipend to the director's list.
- The wording of said announcement was amended to give an expectation for the notification timeframe for stipend award decisions.
- The final wording being:

We are pleased to announce the availability of enhanced financial support for students attending FC13. We anticipate awarding student stipends that would cover conference registration fees and reimburse travel expenses up to \$1,000. Preference will be given to students who will be presenting at the conference or associated workshops, but all student participants are encouraged to apply. If you are interested in applying for stipend support, please email the FC2013 general chair with subject line "student stipend" and a letter of support from your home institution. We will evaluate applications following the paper notification date (December 17).

- *Action item:* Ray to forward to Kazue and Ahmad the agreed-upon wording for the stipend announcement.
- *Action item:* Sven to investigate a student stipend grant from NSF. Sven to discuss this with the person who put a similar grant program in place for Crypto.
- *Action item:* Ray to contact Google to repeat their student sponsorship program of last year.

Sponsorship

- Moti to solicit from Google.
- Kazue to solicit from Japanese companies.
- Tyler to solicit from PayPal and Microsoft Research
- Sven to contact IBM, HP and Paypal.
- Ray to solicit from Everbank.

Publicity

- Moti opens a discussion on publicity in Korean and China. A tie-in to Asiacypt is sought.
- *Action item:* Sven to reach out to the people he knows in Korea for FC13 publicity.
- *Action item:* Ray to talk to Kazue about FC13 publicity through Asiacypt.
- *Action item:* Ray to ask Kauze to put sponsorship links on the website as early as possible.

Future FC's

- ***FC14 Barbados:***
 - Tyler and Ray are working with the Accra Beach Resort on pricing. Tyler to take the lead in the discussions.
 - A local DMC has suggested an alternate hotel. While IFCA has worked with this DMC in the past with good results, Ray and Tyler are wary of changing at this point, especially without a site visit.
 - Ray will continue to assist Tyler making arrangements for FC14.
- ***FC15 Caribbean:***
 - Tyler will be in Puerto Rico for a conference in October, and when there will look at hotels for FC15 .
 - Sean has suggested to Tyler hotels in Jamaica for a future FC. The hotels were either too big or too expensive. Tyler thinks that the security difficulties in Jamaica leads to hotels that are all-inclusives, and therefore unsuitable for an FC.
 - Ray mentioned the Half Moon hotel on the north side of the island as being a better alternative, but prices are still very high.
 - Despite the presence of an enthusiastic local coordinator, it might be difficult to find a suitable conference location in Jamaica.
- ***FC16 20-th Anniversary:***

- It has been suggested that a committee be created, and the board should consider the invitations to the committee.
- Ray will look into holding FC16 in Anguilla, particularly at the progress in construction of the Royal Caribbean hotel.
- All directors asked to consider issues for future discussions.

IFCA corporate/association business

- Ray introduces the idea of having the site coordinator position put on the IFCA general budget, rather than the conference budget. The board would rather maintain this as an expense against the particular conference. The current practice will therefore be continued.
- The chair tables the copyright agenda item.
- Discussions of the registered office is waiting for Burt to sort out fees with C.E.G.
- Ray and Hinde are working on a proposal for the foundation. The chair tables the agenda item.
- Ray initiates discussion on two bylaw amendments to be presented to the membership for vote at the next AGM: the first concerning PC membership and IFCA directorship; the second concerning the rules for IFCA membership.

New and concluding business

- Next meeting set for Tuesday, 30 October, at 13:00 GMT.
- The chair asks for new business, and none proposed.
- Ray moves to adjourn, Sven seconds, all in favor. Meeting adjourned at 12:05 EDT / 16:05 GMT.

Appendix: Agenda

- (status report from Ahmad and/or Kazue if present)
- minutes of previous meeting(s)
- review of action items
- report of activities this period
- FC13 Okinawa
 - workshops
 - student stipends
 - sponsorship
 - publicity
- Future FC planning
 - FC14 Barbados

- FC15 Caribbean
- FC16 20th anniversary
- IFCA corporate/association business
 - site coordinator
 - copyright
 - registered office
 - foundation
 - amendments
 - program committee
 - membership
- new and concluding business
 - next meeting date

Appendix: Activities of Directors

* Tyler:

- Continued correspondence with Sean Thorpe re FC15 proposal. He came back with a second proposal from a hotel in Montego Bay; discussions are ongoing.
- Provided feedback on workshop proposals
- Made introduction to Eran Tromer regarding PC on WAHC
- Raised awareness to FC at USENIX Security in Bellevue, WA

* Ray

- corresponded with Kazue concerning FC13 arrangements and budget
- sent USEC workshop acceptance notification
- communication/negotiation with Barbados hotel for FC14
- contacted Barbados DMC (WIIT) for excursions, activities, etc.
- followed up with Springer and volume editors on outstanding proceedings issues
- worked on online registration system design with Hinde
- sent thank-you message to Thailand hotels and convention bureau informing them of our decision to go to Japan in 2013 and that they are high on our list for our next time to Asia (this was overdue!)
- coordinated workshop proposal review process and sent notifications
- usual treasurer and chair duties

* Moti

- reviewing workshop proposals.
- (indirectly) Getting on LNCS editorial board (to promote balanced

approach to open access/ business/ etc..

* Sven

- Normal duties of president

* Burt

- Normal duties of secretary

Appendix: Open Action Items _____

1. Sven to investigate a student stipend grant from NSF. Sven to discuss this with the person who put a similar grant program in place for Crypto.
2. Sven to reach out to the people he knows in Korea for FC13 publicity.
3. Tyler to write GC guidelines.
4. Tyler to study exactly how to organize the archival and referencing from the conference program page of the conference papers.
5. Moti to write PC guidelines.
6. Moti to send due diligence to C.E.G., or to Burt.
7. Burt to get C.E.G. to quote a price for its services, including bills for past work.
8. Ray to draft a new copyright form.
9. Ray to contact Ahmad and/or Kazue and ask them to update workshop information on the FC13 homepage.
10. Ray to contact Ahmad and/or Kazue and ask them to ask workshop organizers to be contacted to get links to their workshop homepages.
11. Ray to forward to Kazue and Ahmad the agreed-upon wording for the stipend announcement.
12. Ray to contact Google to repeat their student sponsorship program of last year.
13. Ray to talk to Kazue about FC13 publicity through Asiacrypt.
14. Ray to ask Kazue to put sponsorship links on the website as early as possible.

End of Minutes _____