

# Board Meetings Minutes 2011

## Meeting #1: July 23, 2011 in Stockholm, Sweden

The meeting was called to order by the president, Erik De Schutter at 2pm on July 23, 2011 at KTH in Stockholm.

### In attendance (17):

Erik De Schutter	Victoria Booth	Udo Ernst
Carmen Canavier	Axel Hutt	Frances Skinner
Alex Dimitrov	Marcus Diesmann	Ron Calabrese
Lars Schwabe	Jeanette Kotaleski	
Tay Netoff	Astrid Prinz	
Erik Fransen	Nathan Schultheiss	
Avrama Blackwell	Ranu Jung	

### Absent (5):

with prior notification:

Volker Steuber  
Jonathan Rubin  
Jean-Marc Fellous  
Charlie Wilson  
Klaus Obermayer

without prior notification:

Jean-Marc Fellous

Erik De Schutter summarized the organizational changes resulting from the new bylaws, including that we are now a member-based organization in which we are transitioning to direct election of board directors except for certain ex officio positions. The officers are elected by the board rather than directly by the members, and there are provisions for extending terms since the three year board term and the two year officer terms do not dovetail. Between annual meetings, power is vested in the six member executive committee, and under California law, any official meetings must be conducted in such a manner that all participants can hear each other in real time. Frances Skinner pointed out that with our current banking scheme, we need a US-based officer to sign checks, and in the future we may consider switching to an international bank.

Action Item: The California-based lawyer who handled the bylaws change has retired. Victoria Booth will request that all legal papers from his firm be forwarded to her and archived.

Erik De Schutter moved that we eliminate the second vice president position, Frances Skinner seconded, and the motion passed unanimously.

Erik De Schutter moved that Avrama Blackwell replace Carmen Canavier as vice president and secretary effective Jan 1 2012. Astrid Prinz seconded and the motion passed unanimously. It was

agreed that Carmen would continue on the board till end of 2012 and retain responsibility for sponsorship.

A discussion of the election of directors procedure followed, with Erik De Schutter pointing out that the only requirement given in the bylaws for board members is that they be members and selected by the nominating committee. Alex Dimitrov moved that only post-doc or faculty members can be nominated for director. Avrama Blackwell seconded. The vote was 13 in favor and one opposed, with two abstentions. Erik De Schutter, Frances Skinner, Tay Netoff and Axel Hutt volunteered to serve on the nominating committee. Erik De Schutter moved that we elect four directors in the next scheduled election with a longer term target to have 12 elected directors on the board. Ranu Jung seconded and the motion passed unanimously. Erik De Schutter then moved that we appoint Boris Gutkin, the representative of the local organizers in Paris 2013, as an ex officio board member starting in 2012. Ranu Jung seconded and the motion passed unanimously.

It was noted that 120 out of 520 registrants did not join the organization, even though it was cheaper to join and register as a member than to simply register as a nonmember. One action item was to have next year's meeting badges distinguish between member and nonmember. The membership evaluation committee currently consists of Volker Steuber, Nathan Schultheiss and Tay Netoff. It was agreed that next year, the membership deadline would be two weeks before the meeting registration deadline in order to allow time to vet members. This vetting will occur on a continuous basis by Volker Steuber and Nathan Schultheiss with the goal to conclude within 1-2 weeks after application.

Carmen Canavier reported on her meeting with COSYNE representative Tony Zador. In sum, COSYNE is not interested in any form of collaboration with OCNS, although they commended us for service to the field by starting a member based organization. One suggestion to follow up on would be whether COSYNE would send out a link to our membership site in one of their mass mailings.

An executive committee meeting was scheduled for Tuesday lunch to hash out details of CNS 2012 meeting with Ron Calabrese, the local organizer for the Atlanta meeting.

Astrid Prinz presented the program committee report. 170 reviewers reviewed 408 abstracts, with two rejected as being inconsistent with a computational meeting. Additional scrutiny was required for 86 that asked for oral presentation. There were 263 applications for travel awards, the application process was simply a check box, but only half followed up with the additional requested information. The program committee evaluation of abstracts was used to rank travel awards as well.

Action item: In order to lessen reviewer burden, at the member's meeting Astrid Prinz will ask members to volunteer for this job.

It was decided to limit travel awards to two per lab. It was noted that there was a limited quantity and quality of abstracts from Asia, and it was suggested that perhaps the meeting could rotate to Asia one year. It was recommended that the program committee distinguishes procedures for abstract review for oral presentations (more thorough) from those for travel grants.

There was some discussion of whether to continue the practice of selecting a meeting theme.

Udo Ernst presented a report on the tutorials, and presented a revised suggested timeline and financial guidelines for how to conduct the tutorials next year. Marcus Diesmann will run the tutorials next year. It was suggested that the program committee vet tutorials next year unless a tutorial committee could be appointed.

Action item: The local chair should be consulted to suggest local expertise for tutorials. It was also decided that we will continue reimbursing tutorial speakers for meeting registration fees in addition to flight and hotel. Udo suggested that for full day tutorials we reimburse two speakers.

Alex Dimitrov presented a report on the workshops. There were twenty, mostly half day workshops. It was suggested that workshop dates for particular workshops be finalized at an earlier date prior to the meeting.

Avrama reported on the travel grant procedure.

Erik stated that the new position of board liaison to local organizers was added last year to prevent re-inventing the wheel. There was discussion of memberclicks and confmaster functionality regarding abstracts and registration.

The meeting was adjourned at 6:17 pm by a unanimous vote.

## Meeting #2: July 25, 2011 in Stockholm, Sweden

The meeting was called to order by the president, Erik De Schutter at 12:25pm on July 25, 2011 at KTH in Stockholm.

In attendance (23):

Erik De Schutter	Victoria Booth	Udo Ernst
Carmen Canavier	Axel Hutt	Frances Skinner
Alex Dimitrov	Marcus Diesmann	Ron Calabrese
Lars Schwabe	Jeanette Kotaleski	Volker Steuber
Tay Netoff	Astrid Prinz	Jonathan Rubin
Erik Fransen	Nathan Schultheiss	Charlie Wilson
Avrama Blackwell	Ranu Jung	

Absent(2):

with prior notification:

Klaus Obermayer

without prior notification:

Jean-Marc Fellous

Erik De Schutter presented the Nominating Committee report. It was decided to allow only self-nominations. Ideally we would like to have 8-12 candidates for the four slots. If there is an overabundance of candidates, the nominating committee will accept only a subset that balances for gender, geography, seniority and research field.

Victoria Booth presented the financial report. The revenues for the San Antonio meeting exceeded expenditures by about \$25,000 US. The current 2011 revenue from membership fees and registrations for the Stockholm meeting exceeds \$220,000 US.

Action Item: Frances Skinner suggested that we keep an eye on the legally allowed carry over limit as a fraction of annual revenue for non-profit organizations. Victoria Booth will investigate and clarify specifics.

Action Item for Volker Steuber: Get on the UK list of Her Majesty's list of institutions that approved for reimbursement of membership dues.

The board agreed to reduce membership dues by \$25 in each member category, and to reduce the second year membership by an additional 50% for a two year commitment.

Erik De Schutter moved to limit the number of abstracts accepted to those that can be accommodated in the physical space of the 2012 meeting at Agnes Scott. Charlie Wilson seconded. The motion passed 15 -5.

The board agreed to require that the presenting author register before the abstracts are sent out for publication, and that each attendee could be presenting author on at most two abstracts. If the presenting author does not register the abstract will be removed from the program.

The following meeting budget was proposed for 2012: a 5K presidential fund, 40 K (10 K more than this year) for travel funds, 10K for tutorials and 10K for workshops. Erik De Schutter moved to approve Erik Fransen's budget for the 2011 meeting, the annual budget report

presented by the treasurer, and the modified 2012 meeting budget summarized in the previous sentence. Charlie Wilson seconded, and the motion passed unanimously.

Action item: Print the 2012 posters and distribute at the SFN computational neuroscience social in the US and the NIPS Europe meeting.

It was decided to put an incoming board member with Carmen to learn sponsorship. It was also decided to recruit member volunteers to help with board duties, with the idea that they could use this service on their resume if they chose to run for director. The president and executive board will assign these tasks.

Lars Schwabe gave an update on the new website run by memberclicks.

Action Item: Lars will send out instructions on how to access and update content.

Erik De Schutter moved that the executive committee be comprised of Erik De Schutter, Victoria Booth, Ranu Jung, Astrid Prinz, Avrama Blackwell and Carmen Canavier as voting members with Ron Calabrese as a nonvoting member. Tay Netoff seconded and the motion passed unanimously.

A discussion of social media followed.

Action item: The facebook CNS site should be a part of outreach and we should think about twitter as well.

A job forum was considered to add value to the member's website, and there was a discussion of the future of the comp neuro mailing list.

OCNS publications were discussed. ConfMaster is kludgy and BMC is expensive and difficult to deal with, so other systems are being considered, including Frontiers and Easychair.

The educational mission of OCNS was discussed. Tay Netoff suggested OCNS Scholarships to different computational neuroscience summer courses, including Woods Hole, the European and the Canadian ones.

Action Item: Erik De Schutter will compile a list of organizations for which we may sponsor an OCNS member for attendance and ensure we get credit as a sponsor. He will also make deals with smaller meetings for reduced registration for our members and travel awards for our members. We may also offer our registration system as a form of sponsorship of smaller meetings.

Alex Dimitrov moved to adjourn at 3:30 pm. Tay Netoff seconded and the motion passed unanimously.