



## Minutes: 2007 CNIRS Board Meeting

The CNIRS Governing board met by teleconference on Feb 22, 2007 at 4:00 PM EST.

### 1. Attendance - Present were:

Katherine Bakeev  
Howard Mark  
Gary Ritchie  
Dave Hopkins  
Susan Foulk  
Steve Delwiche

2. Secretary's report - The secretary read the minutes of the previous meeting, which was accepted by consensus.

### 3. Treasurer's report:

3.1 - The treasurer reported that the 2006 IDRC lost approximately \$13,000. The main causes of this loss were the increased expenses for invited speakers (+\$5000) and Wilson College's increased fees (+\$8000).

Wilson College increased the fees unilaterally after the contract had been signed. We agreed that in the future, the contract should specifically preclude such actions on the College's part.

Further discussion also concluded that we should try to obtain corporate support specifically for invited speaker's expenses.

3.2 - More than \$4000 has been received from SAS, representing past membership dues.

3.3 - 2007 Budget: The treasurer will take care of the required tax filing, which must be submitted to the IRS by May 15<sup>th</sup>. Typically CNIRS does not propose an annual budget, so nothing need be prepared for 2007.

### 4. IDRC 2006 wrap-up

4.1 - summary from questionnaire: Steve Delwiche (incoming chair) will review comments and make use of them as he sees appropriate.

4.2 - Steve will also prepare a brief PowerPoint presentation for use as an advertisement for IDRC-2008. A suggestion was made that Steve also create a 1 page flyer that can be distributed at various conferences and meetings.

4.2 - Birth Award: David Hopkins needs to send out an announcement soon seeking nominations. After some discussion the recommendation was made that the announcement should also be put on our website.

## 5. Elections

5.1 - Nominations for various officers have been received.

For President:

None - Gabor Kemeny was nominated but has withdrawn his name

For Treasurer:

Susan Foulk

For Secretary:

Howard Mark

For Board of Directors:

Emil Ciurczak  
David Hopkins  
Igor Kovalenko  
Gary Ritchie  
Art Springsteen

5.2 - scheduling and logistics: Art Springsteen, nominating committee chair, will get brief bios from all candidates so this can be posted on website and in the next newsletter. Voting will be done electronically and coordinated between Art Springsteen and Howard Mark.

5.3 - Susan Foulk will provide copies of the lists of members that exist from various sources, so that they can be combined and sorted out into an up -to-date master list that can be used both for elections and dues assessments (see section 6.2 of these minutes).

## 6. Membership

6.1 - Membership committee: H. Mark will work with Susan Foulk on aligning info on membership and sending dues reminders as needed.

## 7. Conferences

7.1 - EAS-2006: As our first attempt at getting the CNIRS name out, EAS booth was a marginal success.

7.2 - FACSS-2006: Three NIR sessions at FACSS were all well-attended, and CNIRS was listed as sponsor in printed program, as well as at the start of all NIR

sessions.

7.3 - We will again have booth at EAS -2007. K. Bakeev has contacted Sherree Gold of EAS and has submitted an application for booth 712, adjacent to Coblentz booth.

7.4 - The chair will also look into co-sponsoring a mixer with the Coblentz Society. Katherine mentioned \$2000 as the cost; at Pittcon, Mary Carrabba said the Coblentz mixer usually costs about \$5000. Maybe Katherine meant that \$2000 would be our share. K. Bakeev will speak with Mary Carraba, incoming Coblentz president, about co-sponsorship of this event.

7.5 - CNIRS will again give financial support to the NIR session at FACSS-2007 which will be in Memphis, TN in Oct. 2007.

8. Newsletter: Gary Ritchie will temporarily cover for Fred (i.e., become acting newsletter editor) and take on the task of editing the next newsletter. A suggestion was made that he solicit input from grad students.

9. Constitution and by-laws: A draft of the revised C&BL has been posted on the Board Forum of the web site by Bruce Campbell. All board members should please review this draft and provide any comments by March 15<sup>th</sup>.

10. History project: A question was raised as to the nature of the %history+tab on the web site. This is a link to a project by Howard Mark to post many primary documents assembled from the NIR community on the web site. A suggestion was made that Howard write an article about this for an upcoming newsletter.

AOB: The bibliography has been having poor sales. A decision on how to deal with this has been postponed until later in 2007, when Fred is stronger and can join a discussion about the projects. Feedback from the IDRC questionnaire suggests price needs to be decreased. A suggestion was made that we need to gently approach Fred and discuss reducing the price; also to suggest that he provide a backup copy of the bibliography to someone, and also that he train someone (presumably the same person) to assist him with this project, against the time that Fred will want to retire from it.

## 11. Action Items

11.A. - Howard Mark  
Merge membership lists  
Write article about Histor Project for Newsletter  
Work with Art Springstten on election

11.B. - Gary Ritchie  
Edit newsletter

- 11.C. - Susan Foulk
  - Provide all membership lists available to secretary and election committee
  - Submit tax forms to IRS timely
  
- 11.D. Katherine Bakeev
  - Follow through on obtaining an EAS booth adjacent to Coblenz booth
  - Contact Mary Carabba about co-sponsorship of a mixer with Coblenz Society
  
- 11.E. Art Springsteen
  - Get bios from candidates and hold election
  
- 11.F. Steve Delwiche
  - Will prepare PPT and brochure to promote the next I DRC
  
- 11.G. David Hopkins
  - Will send out announcements for Birth Award