Board of Directors of the Organization for Computational Neuroscience
Minutes of the Meetings of July 21, 2012

Meeting started at 2 pm, 18 board members in attendance (and 1 non-voting local organizer - Rob Butera):
Avrama Blackwell, Erik Fransen, Victoria Booth, Volker Steuber, Jeanette Hellgren Kotaleski, Astrid Prinz, Axel Hutt, Ron Calabrese, Udo Ernst, Boris Gutkin, Erik De Schutter, Maurice Chacron, Alex Dmitrov, Alla Borisyuk, Gaute Einevoll, Carmen Canavier, Markus Diesman, Nathan Schultheiss.

Introductions. Three of the four new board members (elected last fall) attended the meeting: and were introduced: Alla Borisyuk, Maurice Chacron, Gaute Einevoll. The fourth elected member - Bruce Graham, was not in attendance. Boris Gutkin is new to the board as representative of the local organizers for the 2013 CNS meeting in Paris.

Agenda
0) Approval of the Agenda, addition of points.

1) Legal matters
   1.a   Election of President
   1.b   New ex officio directors for 2013
   1.c   Executive Committee: composition for 2013
   1.d   Director elections:
          - analysis of 2011 elections, any changes to procedures?
          - Nomination committee 2012:

2) Members
   2.a   Report on membership and dues
   2.b   Members Meeting
   2.c   Honorary members
   2.d   Membership drive

3) CNS meetings
   3.a   Report on CNS*2012
   3.b   New procedures to check registration of abstract presenting authors
   3.c   Report on CNS*2013 planning
   3.d   Planning for the Program Committee
   3.e   Planning for Tutorials and Workshops
   3.f   Function of liaison to local organizer
   3.g   Travel grant and tutorial/workshop support procedures
   3.h   CNS*2014 and call for CNS*2015

4) Financial matters
   4.a   Financial report including estimate of 2012 expenses and CNS*2012 budget
   4.b   Sponsoring
   4.c   Financial planning for 2013
   4.d   Budget approval

5) Task division within the Board
   5.a   Reassignment of tasks within the board for 2013
   5.b   Future task divisions

6) Other matters

Members of the Organization for Computational Neuroscience
Minutes of the Meetings of July 24, 2012

~80 people in attendance, though exact numbers of members was not ascertained.

Agenda

0) Approval of the Agenda, addition of points.
1) Report on OCNS membership and activities
2) Financial report
3) Elections for OCNS directors
4) CNS Program Committee
5) CNS*2013
6) Social media
7) Other matters and questions from members

0. Approval of Agenda nothing was added by members
1. Membership and member benefits. We have now more than 600 members. Question: What about the geographic distribution of members? Erik D.S. was not prepared to answer that question. He will prepare that information for next year.
2. Victoria B. presented the financial report. Questions:
a. Any target balance OCNS wants to maintain? Will there be lower registration once that happens? Victoria B. mentioned we hadn't addressed that yet. We have been trying to build up a reasonable cushion. The board will discuss this issue in the future. In addition, Erik D.S. indicated that we had been lucky with the low cost of last years' meetings. We will not always be so lucky, and the increment of balance this year is very small. Also, we have lowered registration fees in that we lowered the member dues (which provides a registration discount greater than the member dues). But, we agree that the goal is not to amass capital.
3. Director elections. There will be 5 new directors elected this year. Officers. Erik D.S. mentioned that he was re-elected for 2 more years, but that he will step down afterwards. Thus, we are looking for potential president and treasurer among new directors. The by-laws state that the officers are elected from among the directors.
Last years elections: This was the first time directors were elected and it was very successful.   There were 18 candidates, and half of the members voted. He announced the new directors. Five new directors are needed for next year because one of the new directors is resigning to become the member of the board as the 2014 local organizer (Quebec City). The directors serve for 3 years, with the following duties. They must attend board meetings, they must accept a task/role, such as workshop or tutorial organizer, assistant travel chair, or webmaster. All of these are needed positions, especially webmaster.
The procedure for elections: Call will go out in September. All post-docs and faculty who are up-to-date on their dues are eligible. We are aiming for at least 10 candidates. The application will be via the web. The elections will be in the second half of October. All payed up members will be eligible to vote. The top five candidates will be selected with the following possible exception. We are losing the post-doc member of the board, and all the directors feel this is an important position. So, if none of the post-doc candidates are among the top-five, we will select the top post-doc and then the other four top candidates. This procedure will not prevent more than 1 post-doc from being elected.
Question: What if all top 5 candidates are post-docs? Erik D.S. mentioned that we do not want to have fixed quotas (beyond at least 1 post-doc member). We now have plenty of faculty. We don't think we will get too many post-docs because none of the three post-doc candidates from last year was elected. In addition to one of the duties mentioned for the director, the post-doc will have the additional duty of organizing the career workshop.
4. Program committee report (Astrid P.)
A. A good way to help shape the meeting is to become an abstract reviewer. To be come a reviewer, please email the program chair with name, affiliation (post-docs and faculty only), research interests. The

work is not onerous - most reviewers had ~3 abstracts to review. Next year the meeting will be ~2x bigger, so we will need more reviewers. We will send out a call for reviewers, but you can volunteer anytime.

B. We are changing the abstract submission procedure. Next year we will require meeting registration prior to abstract submission. This moves the registration process earlier, but also prevents no shows by some who submit abstracts and then do not attend. This requirement to attend the meeting is not new - it was instituted this year. The rules for this year (and next) are that each member can sponsor two abstracts, and non-members can sponsor 1 abstract.

Questions: What if the abstract is rejected? We reject very few abstracts, mostly due to mismatch of subject of abstract with meeting focus. If that happens, we will refund the entire registration fee. Is the registration transferable (e.g. student submits, but then faculty decides to go)? The problem is that registration fee is different for those two categories. We will allow presenting author to be transferred. What about purchasing waiver of registration? This would be very complicated. This system of requiring registration first is not new. Many meetings do this. We implemented the rule of requiring an attendee this year and it was a nightmare to do by hand. It required extensive cross checking and registration and abstracts, and many follow-up emails. Avrama pointed out that with two abstract submission per member, it is not necessary to register both presenters early. You can decide who registers and presents the second abstract later. We are very flexible about the presenting author. Can't we hire professional staff to do the cross checking? Erik D.S. mentioned that our financial position is not that good that we want to do this. Since the board and program committee turn over every few years, we would have to be hiring and firing such a person. Other societies usually don't hire paid staff till they've grown. Erik D.S. asked that members help spread the word about the new abstract submission procedure.

C. Astrid P. Explained about meeting themes - how they worked. She indicated that the board discussed various pros and cons, and presented those. She then solicited the members for opinions and comments (while reserving the final decision for the program committee). Questions: What the themes were in the past? Answer: Computational Neuroethology (2012), Systems biology (2008), large scale networks in normal function and disease (2011), neuroinformatics (2009), 20 years of CNS?? (2010). Then a vote was taken: Do we continue with themes or not? ~2/3 present voted to continue themes, and ~1/3 voted to not have themes.

Question: what about having members officially vote on the theme? This is difficult because the program committee selects the invited speakers, and is leaning toward selecting a high profile speaker and then organize the theme around that speaker. Comment: we can solicit suggestions for themes on the web. Comment: A theme at a small meeting could discourage some people from attending. Comment: The meeting will not be small in Europe. The location is much more important than the theme.

5. CNS 2013 announcement (Boris G.) Dates are 13 July through 18 July.

6. Social media (Gaute E.) Now, we have the MemberClicks webpage, and we will be expanding the resources section. This will stay as the main site for information. We also have a facebook presence - a meeting persona, and a CNS201 meeting page. There are lots of pictures there now. In the future, we will make a new page for each meeting which has meeting specific stuff, and also make an OCNS facebook page. We are also setting up an OCNS twitter account. Questions: Ron C. recommended for people to put photos on the facebook page for the dinner tonight. Erik D.S. said we can use the facebook page for theme suggestions.

7. Other matters: OCNS sponsored meetings. As an organization we are not limited to just the CNS meeting. We help with other meetings and courses. This year we helped to support 3 meetings (both member travel and organization) and 2 courses (travel for attendance by member students). The rules are that the meeting must be open to all, it must be related to CNS, and it must generate member benefits, such as discounts for members, There were no questions or comments on this. Erik D.S. concluded with asking members to spread the word.

Jim Bower made a short presentation on the Hodgkin-Huxley meeting in Cambridge that was supported by OCNS.

The meeting concluded with handing over the mascots from Ron C. to Boris G.