

Minutes of the CIE-USNC Annual Meeting
Lake George, New York
13 October 2018

The meeting was called to order by President James Leland at 11:17am EDT.

The following members of the USNC were in attendance:

Angelo Arcchi	Jim Leland
Ellen Carter	Alan Lewis
Karl Citek	Saori Mitsuhashi
Mark Duffy	Yoshi Ohno
Jim Gaines	David Sliney
Po-Chieh Hung	Yuqin Zong
Yuki Kawashima	Ute Besenecker (guest)

Jim Leland reviewed the agenda. The agenda is attached at the end of these minutes.

Motion to approve the agenda. Moved by Karl Citek and seconded by David Sliney. The motion passed unanimously.

OFFICER AND COMMITTEE REPORTS

President's Report

Jim Leland gave the President's report and led a discussion on several of the topics in his report:

- He acknowledged the work done by David Sliney who assembled the technical session of the previous day and Angelo Arcchi who had arranged the logistics of the meeting.
- He acknowledged the people who had made technical presentations the previous day and who had given CIE Division reports earlier that morning.
- The 29th Quadrennial Session of the CIE will be held in Washington DC on 14 through 22 June 2019. Jim noted that the USNC is responsible for the logistics and financing of this event. He emphasized that sponsors are essential for the successful funding of the Quadrennial and urged those present to carry the message of Quadrennial sponsorship home to their parent organizations. Jim displayed the Quadrennial web site.
- There was a short discussion on whether members of the USNC would receive a discount on the registration fee for the Quadrennial. The answer is NO.
- Jim reported on the progress of USNC receiving financial support from the National Academy of Sciences. We have applied for support noting that Alan

Lewis and Ron Gibbons have been leading this effort. We just learned that USNC is included in the National Science Foundation's latest request for funding. This is a necessary step for going forward. There is no guarantee of approval, but this is a big step in that direction. Alan Lewis mentioned that our request this year is for partial funding, with the full knowledge of the NSF. We don't know the exact timing of this effort. We still have financial issues and need to encourage industry support of the USNC.

- The Executive Committee has a vacancy in the 2017-2020 term and two new vacancies for the 2018-2021 term as Karl Citek and Maria Topete are completing their three-year terms as of this Annual Meeting. In addition, Dorene Maniccia, an at-large member with a 2016-2019 term has asked to be relieved of her duties for personal reasons. Jim Leland is nominating Jim Gaines to fill Dorene's slot, with the understanding that, as an appointee, he will be eligible to run next year for a full three-year term. The Executive Committee will take up this nomination for approval. For the other three vacancies, Jim Leland took an informal "sense-of-the-room" poll on a list of several names submitted by the nominating committee and by others in the room. Jim will use the results of this poll to contact candidates for appointment to the vacant positions.

Action Item – Jim Leland to schedule an Executive Committee vote to approve Jim Gaines to fill the remainder of Dorene Maniccia's term.

Action Item – Jim Leland to contact nominees to fill the three other vacancies on the Executive Committee.

- Jim introduced the newly adopted compact logo for the USNC. He also reported that the Executive Committee has been considering adopting a "full-page-width" logo that incorporates the CIE logo as well as the compact USNC logo. There was a lively discussion on the larger logo, but nothing was settled. Ellen Carter requested a copy of the compact logo to be used on USNC correspondence.

Action Item – Angelo Arcchi to send copies of the compact logo to all Executive Committee members and members of the Technical Council.

End of President's Report

Other reports

Ron Gibbons had sent a report of the Quadrennial planning committee, mentioning that things are looking good at this point and emphasizing the need for sponsorships.

Jim Leland read Ron Gibbons' financial report stating we have approximately \$7,000 in the bank, which includes the registration fees for this meeting. We are expecting a bill for the meeting of about \$3,000. We owe CIE Central Bureau €22,000 (approx. \$25,000) at the end of December. Jim Leland presented a list of organizations that previously sponsored the USNC but have not made a payment in over a year.

David Sliney reported that there appears to be a problem in the distribution of documents to be voted upon.

Action Item – Jim Leland and David Sliney to determine the problem with CIE documents and correct the situation.

There was no report from the VP communications, Kosta Papamichael, who was not at the meeting.

The membership VP, Hy Kaplan, was not present, but sent in a report. The membership has remained fairly constant over the past year at 161 active members of which 82 are individual members and the others are supported by organizational members. We have 25 organizational members who support the USNC at various levels, noting that Apple has joined over the past year. Our projected income for the year is up from last year by \$5,500 to \$62,500, assuming all the previously noted organizations pay their current invoices. Jim Leland briefly discussed the need for attracting new organizational members, noting the tension between attracting new organizational members and attracting sponsors for the Quadrennial.

The secretary had nothing to report.

Yoshi Ohno gave a report on the CIE.

- The election for CIE officers will be held during the week of 15 October by WEBEX.
- There are three paid positions at the Central Bureau: the General Secretary, Kathryn Nield; the Technical Manager, Peter Zwick, and The Office manager. The office manager has changed twice this year, with a new person, Romana Floth recently coming aboard.
- The CIE is considering formalizing relationships with other organizations with similar interests, particularly the IES.

Jim Leland reported that CORM, which usually has its annual meeting in the spring, is considering postponing its 2019 meeting to the fall to avoid conflict with the Quadrennial Session in Washington, DC. There is interest in combining the 2019 CORM annual meeting with the USNC annual meeting and the CNC annual meeting in the fall of 2019. The USNC and CNC are already scheduled to hold a joint meeting in Canada at that time and there is a possibility that CORM will join.

Motion to adjourn. Moved by Alan Lewis and seconded by Angelo Arcchi. The motion passed unanimously.

The meeting was adjourned at 12:44pm.

REVIEW OF ACTION ITEMS:

Action Item – Jim Leland to schedule an Executive Committee vote to approve Jim Gaines to fill the remainder of Dorene Maniccia's term.

Action Item – Jim Leland to contact nominees to fill the three other vacancies on the Executive Committee.

Action Item – Angelo Arcchi to send copies of the compact logo to all Executive Committee members and members of the Technical Council.

Action Item – Jim Leland and David Sliney to determine the problem with CIE documents and correct the situation.

Agenda

CIE-USNC Business Meeting

October 13, 2018

At the 2018 Annual Meeting of the CIE-USNC

Fort William Henry Hotel & Conference Center, Lake George, NY

1. Open Meeting

- A. Attendance
- B. Review Agenda

2. Officers' Reports:

- A. President – James E. Leland
- B. Senior Vice President (Technical Council Chair) – David Sliney, Ph.D.
- C. V.P. Communication – Konstantinos Papamichael, Ph.D.
- D. V.P. Membership – Hyman Kaplan
- E. Treasurer's report – Ron Gibbons
- F. Secretary's Report – Angelo Arcchi

3. Special Report of the CIE President – Yoshi Ohno

4. Administrative Committee reports – *to be presented during the Executive Committee Meeting*

5. Old Business

- A. Planning – CIE Quadrennial Meeting (USA, 2019)
- B. Proposed NAS/BISO Sponsorship
- C. Vacancy for Member At-Large, 2017-2020

6. New Business

- A. Nominations for Members At-Large, 2018-2021
- B. Further development of CIE-USNC logo

7. Close of Meeting

- A. Review of new action items
- B. Next meeting
- C. Adjournment