

International Society for Biocuration (ISB) Executive Committee Meeting minutes

Date: 09 Nov 2017

Attendees: Zhang, Andrew, Suzi, Rama, Sandra, Sylvain, Ceci, Pete, Nicole

Regrets: None

Notes:

1. **Executive Committee (EC) and Chair, Secretary, Treasurer transition procedure follow up**
 - a. This was the first meeting with the newly formed EC, all members can be viewed here: <https://www.biocuration.org/about/executive-committee/>
 - b. Elections were made for leadership roles:
 - i. Chair: Cecilia Arighi
 - ii. Secretary: Nicole Vasilevsky
 - iii. Treasurer: Sandra Orchard
 - c. The newly formed ISB-EC has the goal to serve and advocate the interests of the ISB community and strengthen interactions with other communities. For achieving its goal, the EC will work on being active, effective and transparent by creating working task groups that will focus on specific topics; by disseminating the discussion and activities to the community via the ISB website, etc.
2. **Biocuration 2018 updates.** We hope you can join us in Shanghai, China in April 2018 for the 11th annual ISB conference.
 - a. Registration will open soon
 - b. The call for abstracts for talks and posters will open soon
 - c. Call for travel fellowships for the ISB 2018 conference will be announced soon (Task group: Sylvain, Sandra and Cecilia)
 - d. The call for 2018 Biocuration Awards will be announced soon. The nominating committee is chaired by Nicole. External nominating committee candidates have been selected by the EC, and recruited.
 - e. Keynotes and invited speakers are confirmed:
<http://biocuration2018.cn/biocuration2018/keynote-speaker.jsp>
 - f. Zhang Zhang is the conference officer, Cecilia and Nicole are joining him to help review information circulated and reflect information on the conference and the ISB websites. Action: make link to the conference more prominent on the website. Zhang to follow up on registration opening and abstract submission information.
3. **ISB website** (<https://www.biocuration.org/>). We are continually working to improve the ISB website to house and disseminate valuable information for our community.
 - a. We are working on options to remind members when their membership is about to expire.
 - b. Committee: Andrew, Pete, Rama
4. **Administrative assistant search:**
 - a. Thank you to all of you who applied or helped with the administrative assistant search. The call for applications is now closed.
 - b. A task group composed of Andrew, Suzi and Pete, reviewed the applications and suggested a candidate.

- c. The EC agreed to hire the selected candidate. The chair will contact the candidate.
- 5. ISB manuscript:**
- a. The ISB drafted a manuscript describing challenges facing our field targeted to the funding agencies.
 - b. We plan to re-submit this manuscript to PLoS very soon.
 - c. Pete to send finished version of the manuscript to rest of EC for final review. The goal is to submit by November 20.