

International Society for Biocuration (ISB) Executive Committee Meeting minutes

Date: 15 Feb 2018

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

Regrets: Zhang

- 1. A survey is being drafted to be sent to the community to determine what they want from their EC**
 - a. Suzi drafted the survey and Rama is preparing it for distribution. Should go out in a week or so.
 - b. We will discuss the results at the conference.
- 2. Biocuration 2018 - Conference committee:** Ceci, Nicole, Zhang (Chair)
 - a. ISB Registration:**
 - i. we are aware of issues with registration and will work with the conference organizers to address this.
 - ii. One problem is the credit card payment. Credit cards are blocking the payment.
 - iii. Another problem is not being able to pay but are registered. Make sure we get early bird.
 - b. The conference committee will try to meet with conference organizers on a regular basis until the conference - set up meetings
 - i. Updates to website needed:
 1. Need to update website to inform folks about issues with payment
 2. Need to confirm that if people registered in advance, they will pay early bird registration fee (if their payment did not go through)
- 3. ISB Awards**
 - a. Eleanor Williams is the winner and has been notified
 - i. We will ask the conference organizers to buy her a gift.
 - b. Rob added page for biocuration career awards to website:
<https://www.biocuration.org/community/biocuration-career-awards/>
 - i. sub-page for past-winners:
<https://www.biocuration.org/community/biocuration-career-awards/career-award-winners/>
- 4. Discussed adopting a spreadsheet to track EC activities - goal is to show the community what we are doing**
- 5. Budget** - Sandra posted the new budget and the committee unanimously voted to approve it.
- 6. ISB Website** - Committee: Andrew, Pete and Rama
 - a. Working on enabling auto-renewing memberships, with automatic reminders
 - i. Rob and Andrew installed the plugins and upgrade of existing plugin
 - ii. Added instructions on website stating that you need to be logged in to renew your membership and new members should contact us as technical issues etc.:
<https://www.biocuration.org/membership/membership-levels/>
 - iii. Ceci, Rob and Pete will test adding new users to the system

- 7. Communications committee-** Pete, Ceci, Rob
 - a. Drafted a newsletter
 - b. Action item for everyone to read the document
- 8. Training**
 - a. Biocuration Training Materials Effort (going forward with Moni, Nicole, Pete) - connection with GOBLET and ELIXIR TeSS.
- 9. Shanghai meeting:**
 - a. Who is attending: Nicole, Suzi, Sylvain, Sandra, Cecilia
 - b. We should have a meeting in Shanghai
 - c. Not attending and should be 'zoomed' in: Rob, Pete...
- 10. Waiting for update about paper submission**