

International Society for Biocuration (ISB) Executive Committee Meeting minutes

Date: June 21, 2018

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

Regrets: Zhang

For discussion

- **Call for Applications to Conference Location for current year +2 (Sandra and Pete, Conference Officer): Deadline for submission is July 31st**
 - Previous action items:
 - Ceci asked Peter McGarvey at Georgetown if they are interested in applying - ICBI -> **No longer interested**
 - Suzi asked Warren Kibbe -> potentially interested
 - Ceci to ask Julio Collado-Vides UNAM -> **No interest**
 - Sandra - Review attendee list from past conferences
 - send targeted emails to folks in the Americas
- **Discussed electing and confirming officers & ISB administrator (Ongoing):**
 - Elections Officer (Mary Ann Tuli) - confirmed
 - Membership Officer (currently, Lorna Richardson)
 - Ceci - Need to confirm she wants to continue
 - Conference Officer (Sandra and Pete) - confirmed
 - Media / Outreach Officer
- **Elections**
 - [Nominating committee 2018 SOP](#)
 - Need to form nominating committee by end of June (NV: *in progress*)
- **Hire a new admin?**
 - Reviewed the ad to make sure the role is better defined and the expectations are understood
 - We will interview potential candidates
- **ISB Website** - Committee: Andrew, Pete and Rama
 - We are working to update dead links and outdated content
- **Quarterly Newsletter- Nicole**
 - Newsletter was sent out
- **Training** (working group: Moni, Nicole, Pete)
 - Biocuration Training Materials Effort (going forward with Nicole, Pete) - materials have been added to GOBLET and ELIXIR TeSS.
 - The TeSS widget is now operational on biocuration.org (also see <https://github.com/biocuration/isb-website/issues/31>) - this is headed up by Niall Beard (Uni. Manchester/elixir-uk)
- **Create a new pricing structure for membership fees**
 - <https://github.com/biocuration/isb-website/issues/46>
- **Inquiry about database curator trainee**
 - 1-We could point her to relevant material/videos/courses
 - 2-Help with networking

- 3-Offer her to volunteer in society (although this won't be database curation related)
- 4- point her to job postings
- Ask ISB mailing list about internships
- **ISB 2019 meeting**
 - Room booked, local committee in place, scientific committee to be confirmed soon. List of potential keynote speakers to be later passed to the scientific committee. EMBL conference submission system to be used. Website in preparation. Artwork for flyers on the way. Will offer pre-conference training.
- **Design Flyer for ISB**
 - EBI will have a exhibit in ISMB. Sandra will ask EBI if they can let us add brochures to their exhibit. If so, also ask designers if they can come up with ISB brochure from the ISB presentation slides. We agreed to pay for this. Ceci will be at the meeting and will help in the stand if needed.