ISB Executive Committee Meeting
19-Sept 2019
Agenda (by N. Vasilevsky)

Attendees: Sandra, Sylvain, Mary Ann, Pete, Andrew, Nicole, Rama, Jane
Regrets: Frederic

For discussion
1. Cookie will be taking an undetermined amount of time off due to family issues
2. Election:
   - Timeline 2019:
     - Sept 15- candidates should notify NC of intent to run (5 candidates)
     - Sept 29 - final candidates determined
     - Oct 11 - announcement on website. The election runner should be up and running with candidate list and information.
     - Oct 14 - Membership list should be ready in election runner should be up to date, and ElectionRunner site ready to go. Elections Officer to change password ElectionRunner so only s/he can access the information on election
     - Oct 14 - Oct 20 - election
3. **Database discount -** someone emailed about issue with getting Database discount - was this resolved?
   - Need to send out a list of members to Database journal - Sandra will look into this. Need to appoint someone to do this when the new EC is formed
4. **PayPal/Membership issues -** Sylvain and Sandra
   - Is it fixed?
     - Using Stripe now instead of PayPal - great news, everything is working
     - Will close PayPal account once it is confirmed that Stripe is working
     - Once it is confirmed that Stripe is working, Sylvain will let Sandra know and she'll send message to mailing list
       - Will include this in the newsletter
   - Do we actually take Discover card? Sue Bello was not able to pay with her Discover card. Can we remove this text?
     - AS: I do not see an easy way to change this text.
5. **Sandra: contacted bioscientifica re: association management**
   https://www.bioscientifica.com/association-management **-** reported via email that our society is not a big enough client for them. *Should we look into other options?* Expect that we'll probably get the same response from other organizations. Frederic will take on website maintenance
   - There have been a lot of updates for the website, it is a bit of work
   - Does Goblet use an outside management org - Pete will ask folks at Goblet how they handle it
   - Could hire a website developer

- Issue with passwords - Wordpress - need to change file to use parentheses instead of angle brackets
    - Nicole: Reply to folks w/ ISB password issues and let them know we'll fix it and let them know
    - AS: reset password link now fixed

6. **Collaborations:** https://www.biocuration.org/collaborations/
    - **Jane:** Pistoia Alliance
        - Potential workshop at 2020 meeting, or a talk - submit a proposal
        - European meetings - we could have a stand at their spring London meeting, or in Boston in autumn
    - ACTION (Sandra): Talked to Elixir about having a more formal collaboration - the are thinking about it
        - Collaborate already on Biocuration IS
    - BC2 conf - Frederic

7. **2020 Conference**
    - Jane is contact person
        - Website should be up soon (Nicole emailed with them Sept 03)
    - Nicole will serve on Scientific Committee. First meeting on Sept 05
    - Discussed potential keynotes for 2020 meeting
    - DATABASE virtual issue
        - Need to formalize the timeline between EC, conference organizers and Database

8. **2021 conference**
    - Proposals were due Aug 31
    - Decide by end of next week - deadline Sept 27. Sandra will set up survey monkey with ranking

9. **Updates/action items from subcommittees:**
    - EDI subcommittee highlights
        - EC and EDI committee will review draft Code of conduct:

10. Sandra - funds from Cambridge conference will be transferred to ISB account soon
11. Next meeting will be Oct 17