



Minutes of 104th IASA Board and Ad Hoc Volunteers meeting: 1 November 2021

Attending Board: Patricia Crittenden, Clark Baim, Bente Nilsen, Shiqin Shen, Terry Keller, Agnes von Wyl (minutes)

Apologies: Karen Hazell Raine

1. The minutes of 103rd meeting (4 October 2021) were approved without revisions.
2. Next meeting: December 6, 2021
3. Email addresses passed to Valentina to add to Constant Contact.
4. Invitations to be an IASA member: Board members will differ to groups and persons.
5. Recommendations to apply for a DMM Fellowship?
Three recommendations from Norway, Austria and China.
6. New bank account (Terry):
IASA is now starting the process of opening the account with CHASE. Thank you, Terry! Signatories: Pat, Clark, Karen, Terry.
7. Our evaluation of the Ad Hoc meeting and of the Volunteers:
 - a. We are content with the Ad Hoc meeting.
 - b. Idea: At the next Ad Hoc meeting, every Volunteer talk about the goals he or she has achieved. Karen will ask for their 6-month goals now.
Additionally, the board could generate two to three questions about IASA's functioning at the March meeting and send them in advance to the Volunteers.
 - c. The next Ad Hoc Volunteers Meeting will be 1.5 hours with the Volunteers and immediately thereafter 30 minutes with the Board (in a breakout room).
Therefore, the meeting of 4 April 2022 will take 2 hours.
8. IASA governance, confidentiality, & conflict of interest documents:
 - a) Bente to arrange mandatory training in Feb and March, 2022 for all of us. Bente will give us dates, times, and activities
 - b) Conflict of interest document signing with Ben Grey (Bente)
 - c) Move membership to be under treasurer's control: Becca with the responsibility for membership will be under the guidance of the treasurer. When the new treasurer will succeed to Bente, we will discuss this topic with the incoming treasurer.
 - d) Information about governance should be on the website, Board section, with password (Peter). Peter should confirm that by sending us the link and password.

9. IASA Budget (including DMM News (all editions), DMM Community etc.
 - a) Terry & Bente to provide 2021 expenses & 2022 budget with categories for January 3 or 10, 2022. To get the concrete numbers of the bank account for the expenses, Pat will send 12 statements by end of December or first week January.
 - b) The annual membership fee is \$ 150 (and equivalent for two year membership and for low income countries). Peter will change the amounts on the web page.
 - c) There are people who have auto pay on \$125. They should change this to \$150 on PayPal. Probably, we must give people some advice how to do it. Terry and Bente will clarify this on a Zoom meeting.
 - d) Fund-raising: Determine goals & means: to discuss at an upcoming meeting.
 - e) Every DMM News will have a donation button on the webpage: Clark will do this on the next DMM News.

10. DMM Community
 - a) Stefanie and Alex will present their 2-year plans to the Board at the December or January meeting.
 - b) Donation button on Mighty Networks: Bente will bring this up with Stefanie and Alex.
 - c) Feedback on participation: For the past events is this difficult, for upcoming events, the names of the participants pop up.
Number of participants: for presentations of experts about 60 persons, discussion groups: fewer people.

Zurich, 4 November 2021, Agnes von Wyl