**IAMAS Bureau Meeting 3** **Document: IB3**

Final 28 September 2023

21 September 2023

Zoom. Noon UTC.

Attending: Andrea Flossman, Keith Alverson, John Burrows, Mary Scholes

Regrets: None

Invited Guests: Steve Ackermann (Special Deputy SG), Jing Li (Young Scientist Representative), Joyce Penner (Past President), John Turner (Member at Large), Marilyn Raphael (Member at Large)

The purpose of this meeting is for the Bureau to discuss immediate business focused on agreed action items. This was the third IAMAS Bureau meeting for the period 2023-2027.

Agenda:

1. Welcoming remarks
2. Review of past open Actions
3. Propose any new Actions
4. Any other business.

**Review of Past Open Actions from IB1 and IB2**

**Action IB1-2: Plan one physical-hybrid bureau meeting in middle of 2024.**

Status: Ongoing. Either Paris or Bremen? May 2024?

Decide venue in October bureau meeting.

Decide Dates and Invitees in November meeting.

Agenda to include: Update Strategic plan. Invite presentations. Invite and discuss new Commission on Tropical Met. Engage Early career scientists.

**Action IB1-3: Next IAMAS Call for Proposals from Commissions**

Status: Call has been distributed. Call included information on IUGG deadline. Deadline for responses is 15 October. One has been received so far. Decide which to fund at October meeting. Deadline for our SG to forward selected proposals to IUGG is 31 October.

<https://iugg.org/meetings/guidlines-for-meetings-support/> *The IAMAS decision on which proposals to be funded by IAMAS, and which to be forwarded to IUGG, should be taken at Bureau Meeting 2023-4 on 17th of October.*

**Action IB1-4: Change the statutes.**

Status: On hold. Changes required include adding past-president and young scientist representative to the bureau and simplifying some of the language.

**Action IB1-6 Change bank account signatories.**

Status: Bureau has decided to always keep two signatories. Currently these are Keith (SG) and Steve (Special Deputy SG). Investigate if non US citizens/residents can be signatories. If so, change in 2024 to Keith (SG) and Andrea (President). If this is not possible consider other options. **Agreed:** Buy an 8 month CD at 5% interest for approximately 300k at Chase. This means our ‘available cash’ for those 8 months will be a bit over 100k. The expected ‘income’ from interest at 5%APY for 8 months on 300k would be 10k. Check balance minimum considerations which may require dropping this number, perhaps to 250k.

**Action IB1-6** **Decide new liaison duties** for current bureau members.

Status: Ongoing. Revisit.

Decision: We noted the IUGG liaison list (2023-2027). We decided we should have our own AMAS Liaisons that may overlap with IUGG Liaisons but also may not.

**Action IB1 – 8** **Write a draft Operational Manual for the Bureau**

Status: Ongoing. John Turner has prepared a draft. A few members made comments.

Decision: all to look through this draft and report to John Turner. The document is an informal internal document for the bureau, not to be made publicly available. The public can view our statutes.

**Action IB2-2 Make a list of IAMAS ‘members’.**

We currently have four excell files

IAMAS Assembly attendance 2023 = ~45 People. From Mary Scholes

IAMAS Liaison list 2023 = 2 people. Keith Alverson started the file.

IAMAS Mailing list 2023 – ~ 45 people from Steve Ackerman

IUGG Summary Delegates, with IAMAS Delegates. ~12 people. From Andrea Flossman

We still need to obtain:

IAMAS Attendance list from Berlin Congress of ~900 people (ask Alex Rudloff? Franz Kuglisch, Harland Shuh). IAMAS commission membership lists.

Eventually we could create one “all people” list, with tick boxes for membership in different subgroups. Include Liaisons. Possibly not using excel but some more appropriate software. Add all previous officers of commissions. Put a button on website to ‘sign up’ as a member.

*Decided: Keith and Jing to work together to contract a young scientist to help with this task*

Responsible: Keith

Status: Ongoing

**Action IB2-3 Annual report and Newsletter.**

Agreed annual report timing is a January request for inputs. Agreed we distribute this out widely. Agreed to ask Members-at-Large if they will edit newsletter (either as a team, or rotating)

Status: Ongoing

**Action IB3-1 Planning for Busan and Busan+4**

Bids for 4 years later should be public before, so a decision can be taken in Busan. All bureau members are encouraged to consider and sound out possibilities.

We need to soon get commissions to submit session proposals for Busan

Weather in Busan will be terrible at proposed time. Changing timing is difficult/impossible.

Keith to find out when the ‘program committee’ of SG’s and local hosts is going to start meeting.

**Action IB3-2**Once finalized, send these bureau minutes to the full executive (eg Members at Large). Continue this practice in the future.

**Schedule of Future Meetings**

Bureau meetings are held on Thursdays mid-month at Noon UTC (currently this is 7am Madison, 8am Ottawa, 13h London, 14h Paris and Capetown, 8pm Beijing). Future meetings scheduled as follows.

IB4 **Tuesday 17 October. 13h UTC.**  Remote.

*Due to travel by President and SG Moved to Tuesday 17th 1pm UTC (one hour later than usual)*

Invited MaL: Tirusha Thambiran [TThambiran@csir.co.za](mailto:TThambiran@csir.co.za)

Invited Commission: ?

Guest:?

IB5 **Thursday 16 November.** **Noon UTC.** Remote

Invited MaL: [Neil.Holbrook@utas.edu.au](mailto:Neil.Holbrook@utas.edu.au)

Invited Commission:?

Guest:?

IB6 **Thursday 21 December.** **Noon UTC.** Remote. Invite all Members at Large.