**IAMAS Bureau Meeting 11** **Document: IB11**

Final – 8 July, 2024

**Tuesday to Thursday 21-23 May 2024**

Ecole Nationale Superieur, 24 rue Lhomond, département des géosciences, Paris

**Hotel:** All on-site participants elected to stay at the Serotel Lutece, 2 rue Berthollet, 5eme Arrondissement.

**Members Attending:** Keith Alverson, John Burrows, Andrea Flossmann, Mary Scholes

**Guests Attending:** John Turner (Member at Large), Jing Li (ECR Representative, by zoom), Steve Ackerman (Special Deputy SG), Thara Prabhakaran (Tropical Meteorology Planning Lead, by zoom)

**Regrets:** Joyce Penner (Past President)

This was the 11th IAMAS Bureau meeting for the period 2023-2027, and the first multiday, in-person meeting of the period.

**Agenda**

1. **Welcoming remarks** from French IUGG representative, Pierre Briole, and IAMAS president, Andrea Flossmann.
2. **BACO25 Status and Preparation [Keith Alverson]**

**Sessions:** The bureau went through all 100 session proposals and made recommendations recorded in the shared google form. It noted that IAMAS has no ozone commission proposals.

**BACO+4:** Send out a call w/ deadline March 2025 for BACO+4 2029 bids to: Commissions, Delegates. Additionally, we will investigate specific options. John T. to discuss w/ Hugh Coe Manchester. Keith to contact CMOS to discuss possibility of Canada.

John B. to investigate Bremen

**In planning the meeting with partners and local organizers IAMAS will seek to ensure:**

* LOC to record plenary talks and make available on internet
* Early Career Scientists get oral slots. An Early Career Scientist icebreaker event.
* *Two IAMAS business meetings (Open meetings of executive and delegates) at start of meeting (1/2 day) and end (lunch meeting).*
* *Hold an IAMAS executive meeting prior to Busan, by zoom (instead of the usual monthly bureau meeting.) Two hours long.*
* *Consider IAMAS support for lunches for all commission meetings in Busan.*
* *Consider IAMAS support to commissions as waived registration fees especially for ECS and developing country scientists*
* *Ask each commission to prepare a ‘story’ geared towards a public ‘release’ at BACO25. Link it to a presentation at BACO if possible.*
* *Consider pre-conference. At-conference. Post-conference timing/actions.*

***Questions to ask LOC:***

*What will the media presence be like? Media room? Ability to hold press releases. IAMAS could perhaps use a local with a press office at their institution?*

*Do you have software for abstract submission and conference session management? Allow people on abstract submission to tick that they seek financial assistance?*

*Electric outlets; catering. Rooms (Business office, Assembly Meeting, Sessions). Internet. Child care?*

*Security, Insurance.*

*Green (recycle, less plastic, etc). No bag – give out umbrella or reusable cup or water bottle?*

*Does LOC have a plan to hire a communicator for press releases and social media outputs – or can IUGG send their communications officer (Pinhero?) to the meeting for this purpose?*

*IAMAS may wish to offer each of our commissions X waived registration fees proportional to numbers signed up, focused on ECS and developing country submission numbers. Or perhaps also Y travel assistance grants for less developed countries and/or early career scientist. IAMAS intends to use annual commission support funding for BACO25. Is LOC equipped to handle this method of support?*

Can LOC work with us to co-organize and co-fund an early career scientist icebreaker event on day one of BACO25? Can IACS and IAPSO to co-organize and co-fund such an event? Negotiate with LOC for support for ECS event (rooms, funding), and for low cost registration for ECS.

*Ask LOC about exhibition booths. Presence of journals (of interest to our ECS group to hold an event). NASA? Have LOC made any progress on sponsors?*

*Can we arrange a large open lecture as part of BACO25 for the general public?*

*Contact all the delegates prior to Busan. You are the delegate. Do you plan to attend? Nominate a delegate?*

1. **Strategic Plan [John Burrows]**
Documents: IAMAS Strategic Plan 2019-2027

IAMAS Annual reports for 2022 and 2023.

2018 Pre-Meeting Strategic Plan Discussion.

Agreed to solicit strategic guidance from IAMAS commissions. In the first instance send a brief questionnaire to commissions to ask them if they are happy with IAMAS support and seek their opinions on how we can provide more/other support from IAMAS.

Agreed to consider possibility of forming time-bound ‘IAMAS working groups’ in addition to our semi-permanent commissions. Also agreed to better ‘review’ commissions.

Agreed to focus on Early Career Scientists

Agreed to focus on International nature, distinguishing us from AGU and EGU; independent from ongoing projects; organizes community in general

Discussed whether IAMAS should charge a membership fee? We could have member discounts when registering for IAMAS Meetings. Our statutes at present don’t allow this. What are the costs and benefits? We did not come to a conclusion on this topic. Ask IUGG SG about the IUGG MOU with AGU and EGU that is being developed. Will there be reciprocal benefits (reduced conference registration cost), as this could influence our thinking on membership fees.

**Strategic plan** should start with why we exist today, and what we are doing today. Move the historical introduction toward the back or an appendix to ‘historical context’. It should include: Mission. Vision. Who we are. What we do. Why we do it and identify strategic goals and objectives.

**Outreach and communications.** Our newsletter seems to be in good shape, though we could improve distribution. We have some social media platforms managed ad hoc. Website is not providing much information. We cannot currently do a press release effectively. Focus on improving: Website dynamics and Newsletter distribution. Consider a consultant to bring site up to shape for a few weeks, then work one day a month or some such to rotate through leadership to get inputs for news and updating.

**Action:** John Burrows to lead production of a new strategic plan with inputs from bureau, commissions, ECS group for approval by delegates in Busan.

**Action:** Consultant to do layout and good figures/pictures and make it look nice as a publication.

1. **Tropical Meteorology Commission (ICTM). [Thara Prabhakaran, Zoom]**

Document: <https://www.iamas.org/commissions/international-commission-on-tropical-meteorology-ictm/>

The plan to create a tropical meteorology commission is on track. The planning group may decide to hold a meeting prior to Busan, with a possible IAMAS financial support request.

1. **Early Career Scientist Engagement** **[Jing Li, Zoom]**

Document: <https://www.iamas.org/ecs/>

The first meeting of the ECS group at Montreal IUGG congress. Members competitively chose a leader for their group and the committee was formed. The group has been very helpful on social media, IUGG congress events, webinars.

Agreed: ECS group can learn from the other Associations’ Early Career Scientist activities. They have lots of different activities.

Agreed: Prioritize ECS for oral presentations in IAMAS sessions to ensure balance.

Agreed: Prioritize our annual support to commissions for 2025 on BACO25, including for ECS registration and/or travel support. Include commissions in prioritizing who to support.

**Action:** Consultant to enhance the IAMAS website ECS area to list and highlight ALL these awards. IUGG young scientist awards IAMAS co-winners. IAMAS ECS award. Some of our commissions have awards as well.

**Action:** Keith to advertise the IAMAS ECS award application and leadership renewal opportunities in advance of BACO25.

**Action:** Jing to ensure ECS group proposes new leadership at BACO25, with Bureau to approve these nominations. Leadership should be for four-year terms aligned with the IAMAS schedule of Assemblies.

**Action:** Consultant to add ECS Panel member tag to the IAMAS master people list.

**Action:** Jing to Plan a **regular ECS events** at IAMAS and IUGG congresses every two years. Immediate plan is for Baco25 first night icebreaker event.

**Action:** Jing to work with ECS group to create ECS terms of reference and two-year plan for 2025-2027 (BACO25 to IUGG Congress in Incheon)

**Action:** Andrea to propose to Delegates to add ECS Leader to the IAMAS executive committee in Busan.

**Action:** Keith and Jing to meet in person in Beijing in June 2024 [completed]

1. **Newsletter [John Turner]**

Documents: <https://www.iamas.org/newsletters/>

John Turner is serving as editor in chief and doing his best to encourage other members-at-large to contribute actively. The newsletter continues to be put in pdf format, and posted to the website, at U. Wisconsin by Steve Ackerman’s contacts on a *gratis* basis.

**Action:** Consultant to develop a newsletter distribution list and mechanism and ensure subscribe and unsubscribe are both easy. Link the ‘subscribe button’ on the website to our google people database. Include a FAQ and ‘feedback request’ on the website

**Action:** John Turner to include **Resilience and preparedness to tropical cyclones across southern Africa (REPRESA) [Mary Scholes for more information]** as a first example of a ‘science and/or project highlight’ and plan to try to routinely include science/project highlights.

1. **Finance Update [Steve Ackerman]**
Document: 2023 Finance Report

The Bureau noted the 2023 finance report

Agreed: The Bureau agreed to keep the existing strategic reserve at approximately the same level as it is now, invest it in certificates of deposit, and use the interest accrued to augment the IUGG income and cover annual expenses.

Agreed: Maintain a sustainable budget of annual income expenses at approximately 50k. Very roughly:

Income is roughly:

(1) IUGG Congress and IUGG Assembly head taxes every other year 10k/year

(2) IUGG annual contribution 30k/year [actually from countries/delegates]

(3) Interest on strategic reserve. 10k/year

 Expenses are roughly:

1. Grants to the commissions 30k/year

2. Bureau expenses including in person meetings 10k/year

3. Other, including consultants and strategic workshops 10k/year

**Action:** Keith to ask all commissions for an annual accounting of their finances, including IAMAS support and any other, using a template. In the same communication ask if they would like to use IAMAS banking services, whereby we can maintain commission funds in our account, keeping track of the amounts, and disburse as they instruct. [Note: This would take considerable time and effort on the part of SG and/or deputy SG and thus it is not clear if we could really deliver this service]

**Action:** Keith to ask our bank if they can accept credit card payments. For example, if people attending a commission meeting are asked to pay a registration fee, could our bank accept these payments?

Agreed: Always keep two signatories to the account. Currently these are Steve Ackerman and Keith Alverson. It is certainly very convenient to have Americans in this role since the account is in the USA, however it is (probably) not an absolute requirement from the bank side.

Agreed: In the future it may be worth considering use of IUGG banking services in Denmark to replace our US based account, as some other Associations are doing. Unclear if this would be advantageous. For now, prioritize stability and control over change and keep the account as it is.

1. **Statutes Update [John Turner]**
Document: IAMAS Statutes 2019

Document: Proposed Changes to the Statutes (Track Changes)

Agreed: Once we have finalized proposed changes, they need to be approved by IUGG statues committee by email, and then proposed and adopted at IAMAS Assembly, eg. BACO25, by the National Delegates.

Agreed: To add the Early Career Scientist to the Executive, rather than the Bureau. To keep the Bureau focused and operational and to ensure ECS representative gains experience on the broader executive.

Agreed: Steve Ackerman is now the Deputy SG. He is no longer a transitional ‘special deputy’ which our statutes limit to a 9-month term. He will remain as Deputy SG until IUGG Congress in Incheon in 2027.

Agreed: The Deputy SG must be added to the Executive to allow them to clearly have signatory authority on the Bank account, as per our statutes. “The Secretary General and at least one other member of the Executive shall have individual signing authority” (15.2.1)

**Action:** Consultant to add a designation in our people database of ‘scientific members’ consistent with statutes section 2.2

**Action:** John Turner to lead effort to propose changes in the Statutes for members to consider and decide on at BACO-25. Proposed changes : In Section 4.6 we propose to change the term ‘individual members’ to ‘scientific members’. We propose to add ECS rep and the Deputy Secretary General to the Executive (18)

Agreed: Are there some IAMAS boxes in McLennan Labs at U. Toronto? Ask Mike MacCracken? If so Keith to retrieve them? This is not an urgent task.

Due regard should be paid to geographical and gender representation, including early career scientists, in the composition of the Commissions. (26.1)

These Statutes, approved at the General Assembly in Busan in July 2025 supersede previous versions (record, last page)

**Proposed By law changes:**

2.11 The International Commission on Tropical Meteorology (ICTM). The scope of the ICTM encompasses meteorology and climatology of the Tropics. The ICTM was originally approved in 2025.

Bylaw 6

1.4 The ISC’s Scientific Committee on Antarctic Research (SCAR).

1.5 SCOSTEP

2.4 The Union Commission for Climate and Environmental Change (CCEC)

1. **Operations Manual Update [John Turner]**

Document: IAMAS Operations Manual 2023

Agreed: John Turner will continue to maintain and update the operations manual. Suggestions and additions should be sent to John.

1. **IAMAS Liaison List Update [Andrea Flossmann]**

Documents: IUGG Liaison Officers 2023-2027

IAMAS Liaison Paris excel file

Partners IUGG

IUGG Liaison duties

IAMAS People List: <https://docs.google.com/spreadsheets/d/1Ad8MeBOM0teWjXlv9L8CQdzhasQcFEf7/edit#gid=1715334473>

Should we create an IAMAS Liaison Officers list?

Should we test an email to all IAMAS list with a newsletter?

Associations should be asked to nominate candidates.

**IUGG Appointed Liaisons that are recommended by IAMAS**

This list exists already and is maintained by IUGG. We might at some point ask IUGG how the IAMAS “proposed” IUGG liaison to WMO Hua Zhang was chosen

**IUGG Committees**

**Represent IAMAS on IUGG Committees. The Bureau Proposes:**

• Award Committee – Mary Scholes

• Nominating Committee – Marilyn Raphael

• Resolutions Committee – Thirusha Thambiran

• Site Comparison Committee (IUGG2031) – Hans Volkert

• Statutes and By-Laws Committee – Neil Holbrook

**IUGG Union Commissions**

**Represent IAMAS on the IUGG Union Commissions**

Union Commission on Climate and Environmental Change – Keith Alverson

Union Commission on Mathematical Geophysics – Leslie Smith

The Union Commission on Geophysical Risk and Sustainability – none?

The Union Commission for Data and Information (UCDI) – none?

**IAMAS Liaisons to partner organizations**

**Agreed:** Create an IAMAS Liaison Terms of Reference

**Agreed:** IAMAS liaison to WMO is Mary Scholes

1. **Schedule of Future Meetings (Keith Alverson)**

Bureau meetings by zoom are held on Thursdays mid-month at **Noon UTC or 18h UTC**.

June: No meeting. Distribute Minutes of May meeting.

July: No meeting. Provide Feedback from Busan site visit and planning.

**Action:** Keith to doodle poll for meetings August to December IB 12-16

1. **Any other business**

Thanks are addressed to Pierre Briole, French IUGG representative, to provide access to the ENS location and help with the logistics.

1. **Closure of the meeting**

The meeting closed on 23 May at 16h.