

AGENDA
INS Board of Governors
February 14, 2012 1:00 P.M.
Montreal, Quebec

Present: Ris, Cullum, Chelune, Shear, Bilder, Mayes, Lassonde, Marcopulos, McDonald, Bornstein, Ponsford, Monsch, Bondi, Manly, Bauer, Weintraub, Bower

1. Call to order

Dr. Bauer convened the meeting at 1:09. He welcomed new board members Jennifer Manly, Dawn Bowers, and Bernice Marcopulos who was re-elected Secretary. All members introduced themselves.

2. Review of Minutes

The minutes were reviewed. Dr. Marcopulos found several formatting issues that she will correct.

Dr. Bilder put forth the motion to accept the minutes.

Dr. Shear seconded the motion.

Vote: Unanimously approved.

3. Treasurer Report

Dr. Chelune distributed the Treasurer's report to the board members for review. He reported that we passed the audit "with flying colors" confirming that our accounting practices are sound. We currently have \$1,514, 438.38 in the bank, which, compared with the past 3 years represents a significant increase in funds. This increased revenue is due in part to saving money in the executive secretary's office, a decrease in Board travel expenses, changes with JINS, and profitable meetings. We have fewer CDs because the Board decided to move some into a Money Market account. These accounts earn less in interest but give us "cash in hand" and are federally insured. The current plan is to purchase another CD. We have met our goal of having 1.5 of the operating budget in savings in the bank. Dr. Chelune showed the Board a 5-year comparison of income and expenses which show typical trends and nothing unusual. Our mid-year meeting expenses are always around 10K. Our budget is very fluid.

Dr. Chelune reviewed the new travel policy that was adopted at the Auckland meeting. The purpose of travel support is to de-fray costs, not cover all costs associated with attending the meeting. There is no reason to submit hotel bills for Montreal as the INS office covers the nights that are allowable under the new plan. The members pay the remaining nights. Dr. Weintraub suggested putting the travel policy information in a table showing specific reimbursement policies for each position getting travel reimbursement. Dr. Chelune distributed a copy of the old policy which will be replaced with the new policy.

Dr. Weintraub put forth the motion to strike the old policy from the Policy & Procedures manual. Dr. Chelune seconded the motion.

Vote: Unanimously approved.

Action item: Dr. Chelune will distribute a table on what is covered for the Board for approval

Dr. Chelune reported on several other budget items. JINS requested a salary increase for Donna Epler. He also reported on the budgetary activities of SINS. They generated \$1200 in donations earmarked for student related activities. The Board gave them \$500 last year and again this year. The Board discussed whether this should be a permanent line item in our budget.

Dr. Chelune put forth the motion to add SINS as a permanent line item in our budget.

Dr. Cullum 2nd

Vote: unanimously passed.

Dr. Bauer asked about policy regarding the INS mailing list which was cited in the Treasurer report. Dr. Bornstein explained that we do not have a formal policy but are highly selective regarding use of the list.

Dr. Lassonde put forth a motion to approve the Treasurer's report

Dr. Ris 2nd

Vote: Treasurer's report unanimously approved

4. Executive Secretary Report

Dr. Bornstein reported that the membership is stable. We seem to have arrived at a steady state perhaps because the market is saturated. Going forward, we should continue to keep an eye on these trends and chart a course for the future. The pre-registration for this meeting was 1500 which was about average. Dues payment has remained stable. Our excellent office staff continues to be a great asset.

Committee Reports

5. Program Committees:

Dr. Michael Larson reported on several highlights from the Montreal meeting. 1118/1139 abstracts were accepted. There are several student activities including a grant writing seminar, student research symposium and awards to 3 students. The program includes 4 sessions where attendees can obtain free CEs. Dr. Larson was able to take advantage of the superb local neuropsychology community in Montreal for the Program Committee and for speakers. Dr. Bauer thanked Dr. Larson for a great program.

Oslo

Dr. Hessen reported that we are on track for preparing the mid-year meeting. The Program Committee put together a program with 12 plenary and 16 invited symposia. They wanted to ensure a high quality program to encourage attendance. They expect approximately 6-700 participants. The Norwegian Psychological Association will get 32 accepted CEs. The Board asked Dr. Hessen to look into the possibility of having activities for students.

Hawaii

Dr. Weintraub reported for Dr. Dorene Rentz who is Program Chair. The theme of the meeting is Healthy Brain Aging for the Lifespan. The program is shaping up nicely with several excellent speakers lined up such as Marcel Mesulam, Reisa Sperling, and Claudia Kawas for the Birch lecture. There will be a student symposium, an invited symposium with Steven Soloway, the Lifetime achievement awards and a controversial topic panel discussion.

6. Continuing Education

Dr. Manly planned fewer CEs for Montreal and reduced the number of concurrent sessions. The enrollment was strong and even across the courses. The CE committee is keeping track of evaluations and is adding articles for home study CE. This is the last CE program for Dr. Manly who is stepping down as Chair. Dr. Sterling Johnson was appointed as CE director but needs to decline the appointment because of family illness. The Board will do a directed search to find a replacement.

Dr. Bauer thanked Dr. Manly for the progressive changes to the CE program during her tenure.

7. Student Organization

SINS has accomplished many goals this past year, including, forming a committee, and preparing student programs for both the mid-year and annual meetings. They would like to establish an online discussion board, using secure options. They are working on building a neuropsychology programs listing and establishing a budget structure. They are also working on an international student survey put together by Natalia Cadavid Ruiz, International Student Representative. They would like to see student fees for CEs reduced and set for each meeting. Dr. Bilder agreed to be the INS Board liaison for SINS.

8. International Liaison

The latest INSNet issue is out. Dr. Cherner requested that Board members contact Patricia Klaas to submit articles. Dr. Seidel sent a shipment of books to a program in Argentina, but it got delayed in customs. Dr. Ida Sue Baron sends books from JINS reviews to the Book & Journal Depository. A suggestion was made to talk to publishers exhibiting at the meeting to get books that would otherwise be thrown out. Dr. John Woodard asked the Board if he could make an announcement to NAN to use RECP. The Board agreed it was a good idea. Dr. Cherner said there have been few applicants to the Matthews program. An individual from So. Africa who is working with AIDS made an inquiry. The ILC sent out survey to societies to see how many NPTs in world (per Barbara Wilson query), but received few replies. Several suggestions were made to increase response rate for surveys. Dr. Erik Hessen suggested a contact through the European Society of Neuropsychology.

9. Awards

Dr. Heaton reported that it has been a busy year with 8 individuals to receive distinguished career awards at this meeting: Maureen Dennis, Leslie Gonzalez Rothi, Kerry Hamsher, Andrew Kertesz, Marit Korkman, Morris Moscovitch, Marlene Oscar Berman, and Ralph Reitan. Everyone was able to attend except for Drs. Korkman and Reitan who have health issues. There was some discussion on how to best structure the Lifetime Achievement Awards presentation. Dr. Adam Brickman is receiving an early career award. There is a new award sponsored by Psychological Assessment Resources (PAR) to honor Paul Satz for mentoring. The inaugural awardee is Dr. Erin Bigler.

10. Publications

Dr. Dikmen reported that JINS is doing well under Dr. Haaland's editorship. JINS receives 29 manuscripts per month and the rejection rate is 70%. The impact factor is increasing (for 2010 = 2.91). There is a rapid turnaround for submitted manuscripts.

Dr. Dikmen requested that the BOG make a decision on the INS dictionary. The publisher wants a 2nd edition. Dr. David Loring wants joint copyright with INS. There is no financial liability to society. Dr. Dikmen looked into the joint copyright and it is more complicated than it looks. A suggestion was made that INS should have the right to put the dictionary on line in the future as paper volumes will become obsolete.

Dr. Bilder put forth the motion that the copyright request be supported by BOG but that it be clear that there will be permission for future publications to be online and freely available, or available under terms that the BOG finds acceptable between the publisher, Dr. Loring and BOG
2nd Chelune

Vote: unanimously approved

JINS will be publishing a virtual issue with 8 already published articles on the theme PTSD and mTBI. It is hoped that this will increase JINS visibility as this will be free access. It will be sent to people likely to be interested.

11. Elections

Dr. Bornstein reported that only 550 voted out of 3500 who are eligible. It was an extraordinarily close election with the margin of victory of only 2 votes for one member at large.

Dr. Erin Bigler was elected president. Dr. Jennifer Manly, Dr. Roy Kessels, and Dr. Dawn Bowers were elected members-at-large.

A discussion ensued regarding the low voter turn-out and whether there is anything the Society can do to encourage voting. To make it easier members can click on the INS webpage to go directly to ballot if dues are paid; if not they would go to the payment page.

Action item: Dr. Bornstein will look into making it easier to access the ballot to perhaps increase voter turn-out.

Dr. Bauer recognized the following out-going Board members with a certificate of thanks:

Dr. Munro Cullum

Dr. Doug Ris

Dr. Andreas Monsch

Dr. Weintraub thanked Dr. Bauer for his leadership as president.

12. Site Selection

Regarding the mid-year meeting for 2013, it appears that our decision on Greece was most prudent. We are currently working with the Dutch Neuropsychological Society and Dr. Roy Kessels on the meeting arrangements. We are still making a decision on whether to have the 2014 meeting in Tel Aviv or Jerusalem. Dr. Eli Vakil is on the local arrangements committee. Dr. Bornstein's successor will participate in contract negotiations and he will consult on future selections.

Dr. Chelune asked for the budget for mid-year meetings.

Old Business

13. Future Planning

Dr. Bauer continued the conversation with the BOG on the future of the society and ways to enhance and revitalize membership. All agree that the establishment of SINS is helping our future. The BOG discussed other avenues such as establishing a permanent strategic planning group, partnering with other organizations, bringing in more international members, revising our mission statement, possibly expanding our focus on evidence based practice, the healthy brain vs. disorders, have more media presence, marketing strategies, sponsor summer research institutes, enhance cultural diversity focus, etc;

Action Plan: Dr. Weintraub will form committee. Each board member will send Dr. Weintraub their top 3 initiatives and action plan. Dr. Marcopulos will send Dr. Bauer a summary of all the ideas generated to date.

New Business

14. European Federation Proposal

The Board received a letter from Dr. Hendrik Niemann asking INS to organize a symposium at the ESN-GNP Congress in Berlin in 2013. This would be an opportunity to re-initiate our contact with the European Federation. A discussion ensued about cost for 6 to 7 people to attend. Andrew Mayes agreed to plan the symposium to reflect the best research from INS members.

Motion: The Board agrees to accept the invitation to participate in the Berlin symposium in 2013.

Vote: Unanimously approved.

15. Executive Secretary Search

Dr. Bornstein will finish his term at the Feb. 2014 meeting. It is time to formally launch a search for the new executive secretary with the goal of having the person selected 1 year hence. Dr. Weintraub will oversee the search. She asked Dr. Bauer to Chair the search committee. This will be a targeted search to find an individual with a savvy business sense, ability to organize meeting venues, and knowledge of the heart and history of organization.

16. AdjournmentBauer

The meeting was adjourned at 4:45 pm.

*Respectfully submitted,
Bernice Marcopulos, Board Secretary*