



International Neuropsychological Society Board of Directors Meeting

May 4th (5th) 2023,

May 4th: BST 10pm (GMT 9pm); Argentina/Brazil 6pm; EST 5pm; CST 4pm; PST 2pm;

May 5th Hong Kong 5 am; Sydney 7 am.

Present:

Officers: Jonathan Evans (President), David Loring (President-Elect), Ida Sue Baron (Past President), Alberto Fernández (Secretary).

Members-at-large: Karen Blackmon, Shawn McClintock, Sallie Baxendale, Tatia Lee, Nara Andrade, Fiona Kumfor, Cady Block, Rochele Paz Fonseca, Melissa Lamar.

Executive Director: Marc Norman

Absent: Ozioma Okonkwo,

Guest: Edward de Haan.

Welcome and introductions.

Marc Norman congratulated Cady Block for her board certification. The new members introduced themselves.

World Congress of Neuropsychology

Jonathan Evans explained the proposal presented by Edward de Haan. The proposal is to join forces with ASSBI, SLAN, and FESN. The conference will be held in Porto, Portugal 2024. Marc Norman explained that this would be the first world congress. It would be a multiorganizational conference. It was originally programmed for 2022 but it was suspended because of COVID. INS was asked to be the financial signatory. He, Vicki Anderson, and Sara Cavaco met several PCOs. They project a €142,000 budget, but the income budget could be €179,000. If there is any profit it would go to INS. He noted that usually, mid-year meetings are not profitable (only two non-virtual meetings since 2010 were profitable). INS needs to decide if it is going to participate and if it is willing to be the financial signatory. If INS decides to accept and to be the financial signatory, then the other organizations would be asked to participate. Marc Norman explained that there must be only one signatory. David Loring asked about the size in the number of members of the other societies. Marc Norman answered that the numbers are difficult to determine since organizations like FESN are confederations (23 associations). The budget was projected for 600 attendees, but there could be around 750.

Marc Norman explained that the chair of the program is usually involved with the local organization, in this case, the scientific portion of the conference is a collaborative process

between all the organizations. In the mid-year meetings, INS usually does not have control of the budget because that is managed by a PCO which makes financial decisions. In this case, INS could have more control. Melissa Lamar asked if INS could tape the conference and offer that to INS members to increase the revenue. The other organizations would not have that benefit. David Loring noted that it is not clear how this would be a different meeting from the usual INS mid-year meetings. Jonathan Evans explained that other organizations would be fully engaged. Melissa Lamar asked about the possible participation of neuropsychological organizations from other parts of the world. Jonathan Evans noted that INS represents world members, but the other organizations are more regional. David Loring asked about the frequency of these meetings. Marc Norman answered there is nothing predetermined, but it depends on the success of this meeting. It was discussed that David Loring should be part of the scientific committee.

Melissa Lamar made clear that she supports the idea of the meeting.

Edward de Haan entered the room at this point. He noted that there should be a committee consisting of the four presidents of the societies, but there is no clear plan about the frequency of these meetings. It depends on the success of the first meeting. He said that the four organizations have members of INS which is why they were called, although he thinks it is a good idea to include other organizations from Africa and/or Asia.

David Loring said that INS should be part of the branding and INS should go first if the INS has financial risk. Ida Sue Baron asked for more details of the projected budget. Marc Norman answered that there is no new information other than what he sent previously. Ida Sue Baron asked if the vote would be about going forward with the project or about getting more information. Jonathan Evans said that the BOD should vote about going forward or otherwise the meeting would not happen. Shawn McClintock noted that he did not envision important concerns.

MOTION: Move to approve to support the congress of 2024 with the aspects of having INS have a fiduciary responsibility and being the signatory.

Motion by Shawn McClintock

Seconded by Melissa Lamar.

Motion approved unanimously; all in favor, none opposed.

JINS Editor in Chief Search Committee report

Sallie Baxendale explained that after a selection process, the final list of candidates was comprised of three candidates. Two weeks ago, they interviewed them and interviewed two referees. One candidate dropped their application thus the current candidates are John Woodard and one more candidate. They were asked about the turnover times for JINS and John Woodard said that the turnover rate was fine, but the other candidate said it should be faster. David Loring asked about the term of the appointment. Sallie Baxendale answered that the term is five years. Jonathan Evans thanked formally Gery Taylor for his work in this process.

Sallie Baxendale explained that both candidates are very well-qualified, and the only difference is probably that John Woodard is very good at statistics and the other candidate

is very good on the clinical side. David Loring commented that in his view INS used to be usually more scientific than other US organizations. This could help to decide about the editor.

Sallied Baxendale noted that there is no option to select two editors since the other candidate did not accept that option.

David Loring said that one person in charge can help improve the turnaround time. Marc Norman explained that the BOD can reappoint the editor.

Tatia Lee asked if she could vote since she was on the selection committee. Jonathan Evans said she could vote.

All members voted to select the candidate in an anonymous poll.

Marc Norman explained that John Woodard received the majority of the votes. David Loring expressed that both candidates are excellent.

Marc Norman said that before this is made public there must be a formal agreement with the selected candidate. The position will now be offered, but the terms of the position must be clearly discussed and stated with the selected candidate. Marc Norman recommended not to communicate this to the other candidate until the negotiation with John Woodard is closed.

Jonathan Evans was asked to communicate the decision.

Nav-Neuro Contract renewal

The Nav-Neuro contract is due for renewal in mid-May; thus, it is necessary to decide on the renewal. This decision is linked with one of the proposals made by the Financial Task Force, which was tabled in San Diego. Appendix D(i) presents information on Nav Neuro (from the San Diego Agenda Book) and D(ii) presents information and the Financial Task Force proposal. The question for the Board is whether the contract should be renewed and if so on what financial basis.

Jonathan Evans explained that the FTF sent a report regarding the Nav-Neuro in which they proposed a change in the agreement. There are \$7,500 to support NavNeuro and CE credits that are shared at 70% for NavNeuro and 30% for INS. The FTF proposed that INS gives \$7,500 and the incomes from the CE credits are retained up to \$7,500 and after that point, the incomes are shared as in the previous model. If the CE incomes are enough, then it becomes cost neutral or it could even produce some profit. The options are to continue with the arrangement, change the arrangement, or discontinue the relationship. David Loring said the main decision is to decide if the INS wishes to continue supporting this activity. Karen Blackmon noted that in the past everybody supported NavNeuro, but there should be discussed a new arrangement. Shawn McClintock and Melissa Lamar supported the idea of continuing with it. Jonathan Evans asked if the BOD wants to change the agreement or if it wants to continue with it. Ida Sue Baron noted that Ozioma Okonkwo recommended following the suggestions of the FTF. Fiona Kumfor asked if there has been a discussion with NavNeuro about a new model of arrangement. Marc Norman answered that the BOD needs to decide what is NAV Neuro worth. In his opinion, the BOD should express the exact amount that should be dedicated to it. Fiona Kumfor considered that this is a small cost in comparison with other costs of INS. David Loring agreed that if this is a recommendation from the FTF and the Treasurer agreed there should be a discussion with NavNeuro. Karen

Blackmon said that another option is that once the \$7,500 are paid back then they can collect the profits coming from the CE credits. Tatia Lee said that the cost neutral should be the bottom line. She endorsed the idea of Karen Blackmon. David Loring said that he supports the recommendation of the FTF. Ida Sue Baron also suggested following the proposal of the FTF. Shawn McClintock said that the BOD should take into account the benefits that it means for the membership. Nara Andrade supported the idea of a re-negotiation with a neutral cost for INS. Fiona Kumfor noted the importance of NavNeuro to engage more members and the non-financial benefits for INS.

Alberto Fernández asked what would happen if NavNeuro does not agree with the changes. Ida Sue Baron proposed that Marc Norman and Ozioma Okonkwo have a first conversation with a proposal. It was agreed that Marc Norman and Ozioma Okonkwo re-negotiate the contract with NavNeuro.

Marc Norman also asked for a calendar year contract to avoid a new negotiation in the very short term.

MOTION: Move to approve that Ozioma Okonkwo and Marc Norman, using the recommendation of the Financial Task Force, will re-negotiate the existing contract with the goal of extending the contract towards the end of 2024.

Motion by David Loring

Seconded by Jonathan Evans.

Motion approved unanimously; all in favor, none opposed.

Minutes of previous meetings

Ida Sue Baron said that she will not approve the minutes of San Diego because of serious omissions and misrepresentations. She noted that the names of the new members that were welcome to the board were omitted as well as the congratulations to the Chairs of the San Diego meeting.

She also questioned the motion that was included about the reappointment of the Secretary. She said that there is no option to re-appoint an elected official. If the minutes go out to the public, she opined that it is a legal problem for the organization. She said that this shouldn't have been done. She noted that the bylaws do not allow to do that because the only procedure for re-election is for the Treasurer. She said that this could cause the organization could be investigated. She added that the Nominations committee is not looking for candidates for the Secretary position and that could cause that there is nobody elected for that position for the next term. Jonathan Evans said that in the past the Treasurer had an extension of the term. Ida Sue Baron said that this was the procedure allowed for the Treasurer but not for the Secretary. Jonathan Evans said that his understanding was the intention of the BOD when voting that motion was to make the same process for both positions.

David Loring asked about the ambiguities between the Bylaws and the policies and procedures. Jonathan Evans explained that the intention in the past was to simplify the Bylaws and include more details in the Policies and Procedures manual, but this one is still in progress.

Fiona Kumfor noted that this was already voted based on the inspection of the previous Bylaws and the inconsistencies found between different versions of them. She explained that the BOD understood that the intention was that the Treasurer and the Secretary had the same process. Shawn McClintock concurred with Fiona Kumfor.

Ida Sue Baron said that there is a mistake in the way the motion was written because the BOD used the term “extend” and not “re-appoint”. She emphasized that she remembers that very clearly. Jonathan Evans asked if changing the term would solve the problem. She answered that there still must be a review and it still has to go to the nominations committee and the nomination committee still has to nominate two people to run for Secretary.

Jonathan Evans suggested appending the FTF report to the minutes. Ida Sue Baron did not agree with this proposal.

MOTION: Move that the Financial Task Force report is formally added as an addendum to the minutes to document the background to the motions that are presented in the San Diego minutes.

Motion by Jonathan Evans

Seconded by Shawn McClintock.

10 in favor, 2 against, 1 abstention.

Bylaws update

Jonathan Evans introduced the discussion of Appendix B proposal, Bylaws Article VI. He explained that there is a mistake regarding the number of candidates for the Treasurer position, instead of three candidates it should say two. That needs to be adjusted. He asked if the BOD agrees with the background document explaining the proposed changes to the membership. Melissa Lamar pointed out an inconsistency across the documents. Some documents include the US, and others North America as the same region.

MOTION: Move to approve the information to go to members for vote with the bylaws change with the amendments of changing USA to North America.

Motion by Jonathan Evans

Seconded by Shawn McClintock.

Motion approved unanimously; all in favor, none opposed.

Jonathan Evans explained the problems with current inconsistencies related to vacancies in the BOD's positions. He explained that further work is necessary to propose modifications of articles IV and V due to the disparities in the cycles of the different positions (Presidents, Treasurer, Secretary, and Members-at-large). Therefore, considering that the next election process is close, he suggested sending the currently proposed modifications to the membership now and sending the changes related to vacancies later.

Nara Andrade asked if there is a possibility to think of deputy positions.

Melissa Lamar and David Loring offered to work on the wording of these articles with Jonathan Evans.

Rochele Fonseca and Shawn McClintock left the room at this point.

Executive Director Update

Marc Norman encouraged the present members to register for the meeting and book the hotel rooms for the Taiwan meeting.

The following items were deferred.

- Executive Director's Contract Renewal (Dr. Evans)
 - a. See proposal in Appendix G

For information

- Update on Financial task force motions (Dr. Evans)
 - Appendix H provides a copy of an update on progress in relation to motions from the Financial Task Force that were presented to the Board at our meeting in San Diego. Several items will be discussed individually in this meeting.
- JINS Contract with Cambridge University Press – Board approval of renewal contract.
- SLC
 - Note that Dr. Block is now Board liaison with SLC
 - Co-Chair – confirmation of appointment of Aishani Desai

Other items to note that are ongoing with further reporting before or at July BoD meeting

- San Diego Meeting Plenary recordings
- Ongoing task forces
 - Membership communications - 'WHY INS' and 'TRY INS'
 - Publications – Endorsement of papers procedures
 - Finance
 - Awards
 - SIG P&P
- Update to Organogram
- Webinars (Sarah/Ruchika/Ben/EDOffice)

Meeting adjourned at 11:08 pm GMT time.

Respectfully submitted by Alberto Luis Fernández, INS Secretary.