

# INS Board Meeting April 17, 2024

Present:

Officers: David Loring (president), Jonathan Evans (past president), Natalia Ojeda (president elect), Ozioma Okonkwo (Treasurer), Alberto Fernandez (Secretary).

Members-at-large: Cady Block, Karen Blackmon, Maiko Sakamoto, Melissa Lamar, Kendra Anderson, Rochele Paz Fonseca, Tatia Lee.

Executive Director: Marc Norman (ex-officio).

Absent: Nara Andrade, Sanne Franzen.

## Minutes Approval

**MOTION: Move to approve the minutes from the BOD meeting in March 2024.**

**Moved by Cady Block**

**Seconded by Kendra Anderson**

**All in favor, motion approved unanimously.**

## INS Ambassador for Porto

The organizers of the Porto meeting suggested having an INS ambassador. Marc Norman explained that the ambassadors, who are senior members of each society, will be recognized at the meeting. There are no financial implications for the INS. David Loring suggested considering two main points, 1) there is no funding to support the representative; 2) the ambassador should be a senior INS member. Considering that Barbara Wilson will attend the meeting he proposed her to be the INS ambassador. All the BOD members agreed.

## New York CE5 Update

David Loring expressed his satisfaction with the development of the INS Code of Conduct (COC). It has been gradually improved with the feedback from various stakeholders and, in his opinion, it represents the values and goals of the organization. He explained a three-pronged approach to demonstrating INS' responsible attitude towards the concern expressed by some members regarding this issue, namely 1) the development of the COC. The acceptance of this COC will take place when members renew their membership or apply for the first time 2) the implementation of a bystander/upstander webinar. He has contacted Nadine Kaslow, a colleague who teaches bystander courses. She agreed to teach this webinar. David Loring suggested organizing it before the Porto meeting. This webinar would be free of

charge; 3) the organization of a formal event related to the topic in the New Orleans meeting. He opened the discussion to suggestions regarding the format and specific topic. There was a discussion about the availability of the event during the NOLA meeting. There was also a discussion about paying fees to the webinar speaker. Natalia Ojeda supported Nadine Kaslow as a speaker for the webinar. She advocated paying her for teaching this webinar.

## Global Engagement/Justice and Equity subcommittee (J&E)

Melissa Lamar informed that Anthony Stringer was offered a six-month extension of his term which he accepted. They both discussed the scope of the committee which involved extending the current educational activities in Africa to other countries, doing more regional network expansions through local neuropsychology hubs, the code of conduct and activities related to justice and equity. They expect an answer from the BOD about the future status of the J&E subcommittee and the future chair of it. They also expect more clear suggestions from the BOD about the activities in which the committee should be involved. Jonathan Evans expressed that in his opinion the J&E subcommittee should continue under the GEC, but should have a broader scope. Kendra Anderson also emphasized the importance of finding tangible activities for the committee. She suggested an independent person to advise the INS. Karen Blackmon and Kendra Anderson will work together on finding possible advisors on this topic.

## Executive Director updates

### IT/web:

A new IT contractor is working with the current contractor. The new system will improve the current. The costs will probably be reduced to less than half the current cost. The change to the new contractor will be on May 1st. Ozioma Okonkwo said that the finance committee is concerned about not being involved in the process and they also want to know about the costs of the new system. Marc Norman explained that the cost is \$3,000 for 6 to 8 hours a day of work which represents \$36,000 a year. Payments are monthly, and the contract can be canceled at any point. There is no long-term requirement. The number of hours can be reduced as well. Jamie Wilson is involved in the issues related to the finance committee and she is in contact with Shalaun Howell, the CPA. Jamie Wilson is preparing a list of the needs of the office to send to the new IT contractor. David Loring asked about Shalaun Howell's degree of involvement. Marc Norman answered that Jamie Wilson makes a first check of the data pulled from the system, and then the CPA does a later check. Ozioma Okonkwo said that because Jamie Wilson is not an accountant the CPA should be given priority. He noted that INS has not had an officially vetted financial statement for about a year. The finance committee is concerned with this issue and they think that this situation could continue with the new IT contractor, therefore they strongly recommend that the CPA be in direct contact with the IT contractor from the outset instead of Jamie Wilson.

## Porto/GNC

A schedule has been prepared. Tesla wants to sponsor this meeting. The Portugal government has provided €13,000. The number of registrations is over 530.

## Future meetings

Brisbane meeting: CCN is working with the Australian Psychological Society to participate in the meeting. There will be news in the next week. If they don't participate INS will be organizing this meeting with AASBI. The financial MOU is in preparation and will be signed once it is decided which organizations will participate. The Philadelphia meeting is in next February. They want a second meeting in that venue and Marc Norman will be proposing 2031. They proposed Philadelphia and New Orleans for 2025-2026, the same sequence would repeat in 2030-2031. The original proposal had budgeted food and beverage for \$250,000, which was reduced to \$120,000 for the next meeting. The site selection committee is evaluating venues for the next mid-year meeting. A potential venue is Dublin which is offering a very convenient financial package. Marc Norman asked whether the BOD would like to consider Dublin or if they want to consider other options. Alberto Fernandez asked about Mexico. Marc Norman answered that the Asociación Mexicana de Neuropsicología offered to organize the meeting in Mérida but it is a city with somewhat difficult access, so he asked them to propose other Mexican cities to consider.

## Nominations

The usual process involves that the presidents nominate members for the nominations committee, following the ED contacts those members and then the committee moves forward. However, this year Ida Sue Baron has changed the process by including some members that are not necessarily those nominated by the presidents. She has not communicated the names of the people included in the committee, yet. There is disagreement regarding the policy for the functioning of the nomination committee established in the P&P manual. Marc Norman noted that the process followed previously is stated in the bylaws and a drafted P&P manual. Jonathan Evans, Melissa Lamar, and Alberto Fernandez noted that the names of the members of the nominations committee should be provided to the BOD. Jonathan Evans said that the committee does not need the approval from the BOD, but it is necessary to make sure that the process has been followed.

## Deferred Items

The following items of the agenda were deferred because of lack of time.

- Fundraising
- Shopify.
- Operating Reserve Policy
- UBS investment Strategy
- Other/New business

- Future Meeting Items
- FINS
  - a. Policy and Procedure
  - b. Council of Nonprofits

Meeting adjourned at 1 pm GMT time.

Respectfully submitted by the Secretary, Alberto Luis Fernández, PhD.