

INTERNATIONAL INCE

MINUTES OF THE THIRTY-SECOND MEETING OF THE I-INCE BOARD OF DIRECTORS SATURDAY, 2006 DECEMBER 02 AND WEDNESDAY, 2006 DECEMBER 06 HONOLULU, HAWAII, USA

Present:

Members of the Board

Tachibana, H. – President
Kihlman, T. – Immediate Past President
Bernhard, R. – Secretary-General
Clairbois, J-P. – Treasurer
Daigle, G. – Vice President – Development (Wednesday only)
Lang, W. – Vice President - Global Noise Policy
Marsh, A. – Vice President - Technical Activities
Maling, G. - Vice President - Communications
Donavan, P. – Vice President - Pan American Affairs
Burgess, M. – Vice President – Asia Pacific Region
Kevin Macan-Lind – representing VP Europe/Africa Region
Vallet, M. – INTER-NOISE 2000
ten Wolde, T. – INTER-NOISE 2001
Singh, R. – INTER-NOISE 2002
Eun, H-J. – INTER-NOISE 2003
Jiricek, O. (representing INTER-NOISE 2004, Wednesday only)
Gerges, S. – INTER-NOISE 2005

Guests

~~Ishida, K~~~~Takinami, H.~~ – Associate, I-INCE President
Holger, D. – INTER-NOISE 2006
Kuwano, S. – INTER-NOISE 2006 (Saturday only)
Belek, T. – INTER-NOISE 2007 (Saturday only)
Guney, A. – INTER-NOISE 2007 (Saturday only)
Wang, X. – INTER-NOISE 2008 (Wednesday only)
Moss, J. – Associate, VP-Global Noise Policy, W. Lang
Li, Kai Ming, - Associate, I-INCE Secretary General (Saturday only)
Burroughs, C. – NCEJ (Wednesday only)
Cuschieri, J. – INCE/USA (Wednesday only)
Reinig, P. – INCE/USA (Wednesday only)

Members Absent

Berry, B. – Vice President - Europe/Africa
Novak, J. – INTER-NOISE 2004

(Note: The Board of Directors met from 13.00 to 20.30 on Saturday, 2006 December 2 and from 18.00 to 20.00 on Wednesday, 2006 December 6)

1. **Opening.** President H. Tachibana opened the 32nd meeting of the I-INCE Board of Directors at 13.05 on Saturday, 2006 December 2.
2. **Approval of the Agenda.** The following items were added to the draft agenda:
 - under item #3 *Approval of the First European Forum on Effective Solutions for Managing Occupational Noise Risks as an I-INCE Symposium*
 - - under item #17 *Discussion of a permanent Technical Secretariat for INTER-NOISE Congresses (Donavan/Reinig)*
 - - under item #19 *Travel Support approval*The approved, revised agenda is appended as Attachment 1.

3. **Approval of the Consent Agenda.** Consent Agenda items were distributed prior to the meeting. The following items were approved without discussion.
 - minutes of the Board of Directors meeting held in Rio de Janeiro, 2005 August 6/10 (sent 2005 December 17, 2006 September 10, and with the draft agenda on October 30)
 - revised Travel Support Policy (sent 2006 September 20, email ballot 15 Yes, 0 No)
 - changes to I-INCE Instructions (sent 2006 September 10, email ballot 9 Yes, 0 No)
 - approval of Fan Noise 2007 as a I-INCE Symposium (sent 2006 April 19, email ballot 16 Yes, 0 No)
 - approval of the First European Forum on Effective Solutions for Managing Occupational Noise Risks as an I-INCE Symposium (sent November 11, email ballot 18 Yes, 0 No)

4. Report of the Secretary General.

Member Society Applications-

- The Secretary General has contacted the Acoustical Society of India (ASI) and encouraged them to consider changing status from Observer to Member. ASI President Mohanan has responded that the matter will be considered at the next ASI Board meeting. **The I-INCE Secretariat will continue to follow up.**
- The Hellenic Acoustical Society (HAS) of Greece is delinquent in dues payments since 2001 and has been unresponsive to numerous correspondence from the Secretary General, the Treasurer and M. Vallet. **It was agreed that the HAS would be notified officially that they are being dropped from membership unless they agree to pay back dues expeditiously. In the notification letter, the HAS would also be informed that they could apply for Observer status if they are unwilling or unable to pay back dues.**
- **S. Gerges suggested that we contact the acoustical societies in Egypt and Argentina to encourage them to apply for membership. He volunteered to help the Secretary General with these communications**
- One new Sustaining Member, A-Tech S.A./N.V. has been added since last year.

I-INCE Secretariat

- The I-INCE Secretary General reported no serious problems with the I-INCE Secretariat. There was a brief discussion about **updates to the I-INCE web site.**

5. Report of the Treasurer

Payment of Dues. A report of the current status of dues was presented by the Treasurer. The only Member Society that is significantly delinquent is the Hellenic Acoustical Society. The summary report is appended as Attachment 2.

Financial Report. The financial report for the Institute for fiscal year 2005 was presented by the Treasurer and approved. The credit balance at the end of fiscal year 2005 was 104,688.86 EUR. The financial report is appended as Attachment 3.

Budget 2006. The draft I-INCE budget for the year 2006 January 01 to 2006 December 31 was presented. For the budget, income was estimated to be 29,895.82 EUR, expenses were estimated to be 27,138.41 EUR, and the net surplus was estimated to be 2757.41 EUR. The approved, revised budget for 2006 is appended as Attachment 4.

Estimated Budget 2007. A draft estimated I-INCE budget for the year 2007 January 01 to 2007 December 31 was presented. The Board approved 2007 dues of 240 EUR for small Member Societies, 480 EUR for medium Member Societies and 720 EUR for large Member Societies. The Board also approved a budget for 500 EUR/issue honorarium for the Editor-in-Chief of *Noise News International*. For the budget, estimated income will be approximately 34,864 EUR, estimated expenses will be approximately 35,024 EUR, and there will be a net deficit of approximately 160 EUR. The estimated budget for 2007 is appended as Attachment 5.

A committee was appointed to review the Institutional Members program as well as the fees for Sustaining Members. The committee will be chaired by J-P. Clairbois. Other members include P. Donovan, G. Maling, and M. Burgess.

6. By-Laws and Governance

W. Lang briefly reviewed the status of all governance documents. A document describing the Duties and Responsibilities of the I-INCE Officers was distributed to the Board of Directors during 2006. After a brief discussion, the document was approved. The document *Duties and Responsibilities of the I-INCE Officers* is appended as Attachment 6.

W. Lang also reviewed the status of each of the governance documents of I-INCE. A report is appended as Attachment 7. No further action was required at the 2006 Board of Directors meeting.

7. Report of the I-INCE VP – Technical Activities

Existing Technical Study Groups (TSG)

The status of Technical Study Groups (TSG) as of 2006 November was presented by A. Marsh and is given in Attachment 8. An abbreviated version of the status report and the action of the Board of Directors was as follows:

- TSG 1, Noise of Recreational Activities in Outdoor Areas (Convener P. Dickinson) has submitted a draft report to the VP-Technical Activities for review.
- TSG 2, Noise Labels for Consumer and Industrial Products (Convener B. Berry) made essentially no progress since the last meeting in Rio de Janeiro. The Convener recommends that the work of TSG 2 be terminated and the project cancelled. A. Marsh moved that the recommendation of the Convener be accepted. The Board agreed that TSG 2 should be terminated. The material that had been obtained on noise labels could be useful for the work of TSG 7. The VP-Technical Activities will request the Convener to transmit that information to the Co-Conveners of TSG 7.
- TSG 3, Assessment of the Effectiveness of Noise Policies and Regulations (Co-Conveners H. Tachibana and W. Lang) met on Sunday, 2006 December 3, to discuss a draft of the report from TSG 3. The 2006 November draft report needs additional changes, particularly to the tables in the Appendixes. A. Marsh will review the 2006 November draft and make recommendations for revision to the Co-Conveners. The Board authorized the VP Technical Activities to expend funds if necessary to help the TSG finalize the draft report and to determine when the draft report is suitable for distribution to the Members..
- TSG 4, Noise and Reverberation Control for Schoolrooms (Convener C. Svensson), has made no progress since the meeting in Rio de Janeiro. The Convener recommends that the work of TSG 4 be terminated and the project canceled. A. Marsh expressed reluctance to accept the recommendation to terminate and will bring the future plans for TSG 4 up at the General Assembly meetings to ask for suggestions. A. Marsh was requested to ask the Convener to produce an a brief report using the information that had been obtained to date.
- TSG 5, Global Noise Policy (Co-Conveners W. Lang and T. ten Wolde) produced a final version of the report on Global Noise Policy. The report is scheduled for publication in NCEJ. The work of TSG 5 is complete and TSG 5 was disbanded with thanks.
- TSG 6, Environmental Noise Assessment and Impact (convener L. Finegold) has made some progress since the last meeting in Rio de Janeiro.

- TSG 7, Harmonization and Implementation of Global Noise Policy (Co-Conveners W. Lang and T. ten Wolde) held its first meeting on Sunday, 2006 December 03.

New Technical Study Groups

A. Marsh described a proposal for the formation of a new TSG 8 on *Noise Control Engineering Education Worldwide*. The proposal to establish this new TSG is appended in Attachment 9. The Board of Directors agreed with the proposal and recommended that the proposal be taken to the General Assembly for approval.

At the Wednesday meeting of the Board of Directors two additional Technical Study Groups were discussed; TSG 9 on Soundscapes, and TSG 10 on Frequency Weightings. The Board of Directors expressed enthusiasm for the TSG 9 proposal and discussed how the approval process could be expedited through email communications in order that the TSG could be approved by the General Assembly in 2007. There was uncertainty about the purpose of TSG 10 and a brief discussion ensued about the appropriate scope for a TSG on this topic. No decision was taken to form TSG 10 on Frequency Weightings.

Potential Technical Reports

Potential publication schedules for the reports from the Technical Study Groups were as follows:

- TSG 1: A draft of the report from TSG 1 should be ready to circulate to the I-INCE Member Societies by mid-2007.
- TSG 3; A draft of the report from TSG 3 is expected early in 2007.

Technical Divisions

The I-INCE Technical Divisions were scheduled to meet on Monday and Tuesday of the Congress from 12.00-13.00. TD 1 Emission and Noise Control Elements, TD 2 Vibration and Structural Acoustics, and TD 3 Immission will meet on Monday. TD 4 Instruments and Analytical Methods and TD 5 Requirements and Policy will meet on Tuesday.

8. Report of the I-INCE VP – Communications

Noise News International (NNI)

The current status of NNI is as follows:

- The circulation of NNI remains approximately 5300, including 3500 issues that are distributed to Member Societies. Distribution is as follows:
 - Ocean freight to Europe with distribution by truck freight.
 - To Sustaining Members by air freight.
 - By M-bag to Asia
 - By FedEx to INCE/J.
- Advertising is done under contract by R. Peppin and income is good.
- Finances are acceptable. Composition is done at Iowa State University for approximately USD60 per page. Total costs are approximately USD10,000 per issue. Last year, NNI ran a deficit of 2980 USD.
- The Editorial staff includes H. Tachibana and P. Donovan for President's columns, G. Ebbitt, Features Editor, B. Berry, Europe/Africa Editor, P. Donovan, Pan America Editor, M. Burgess, Asia-Pacific Editor and P. Reinig for Member Society Profiles. Their efforts are much appreciated.
- The Board approved a proposal to provide a 500 EUR/issue honorarium to the Editor-in-Chief of *NNI*.

Noise Control Engineering Journal (NCEJ)

C. Burroughs, Editor-in-Chief of *NCEJ*, reported on the current status of *NCEJ*. The issues are now close to on schedule and several of the upcoming special issues are relatively large. There is good flow of papers to the review process. An Advisory Board has been established with the primary mission of suggesting reviewers for papers. Overall the status of the *NCEJ* is positive.

NCEJ is currently distributed on CD ROM with all issues from Vol. 49 forward. The papers from Vol. 1 to 48 are now available on CD ROM. The CD ROM can be obtained through INCE/USA or as a gift for a contribution of more than \$100 to the INCE Foundation.

Conference Papers

All NOISE-CON and USA based INTER-NOISE conference papers since 1995 (more than 2300 papers) are available on-line for \$20 at <http://scitation.aip.org/INCE/>. J. Cuschieri proposed to the Board that all of the non-USA based INTER-NOISE Proceedings papers from 1994 to the present be added to the site. The I-INCE Board of Directors endorsed this effort in order to make the conference papers as available as possible. However, since rights to the INTER-NOISE Proceedings are owned by the host organizations, it will be necessary for INCE/USA to contact the hosts and secure copyright permission from them.

In order to improve the compatibility of future INTER-NOISE papers with on-line search capability, it was recommended that the Instructions for Congresses be modified to require that INCE classification of subjects be used in the future and that a consistent structure and fonts be used for papers presented at INTER-NOISE Congresses.

9. Report of the I-INCE VP - Development

G. Daigle provided a review of the status of the strategic initiatives of I-INCE including the Technical Divisions and the Technical Study Groups. The written version of this review is appended as Attachment 10.

4-Year Congress Cycle

A committee chaired by G. Daigle, and consisting of W. Lang, P. Donovan, and H. Tachibana, considered the mechanics of going to a four year Congress cycle where every fourth year would be a "wild card." It was recommended that changing to a four year cycle could be accomplished without changes to the Rules for governance. The Board of Directors identifies the region of the Congress five years in the future and could define the "wild card" and direct the Congress Selection Committee (CSC) appropriately. Currently there are 20 Member Societies that have not hosted an INTER-NOISE Congress. The "wild card" option would allow I-INCE to address the needs of these Member Societies while also ensuring successful Congresses by experienced Societies. The Board of Directors agreed that a "wild card" will be discussed by the Board in 2007 for INTER-NOISE 2012.

4-day Congresses

The same committee also considered the possibility of four day Congresses. The discussion of expanding INTER-NOISE to 4 days concluded that the possibility of a Monday to Thursday Congress is covered by the revision to Section B1.1 of the Instructions, but will require permission of the I-INCE President and special negotiation with the venue/hotel if the need for a 4th day is anticipated.

Sustaining Members

To increase the number of Sustaining Members a brochure has been created (samples were distributed). This brochure will be mailed to all current and former exhibitors at INTER-NOISE Congresses.

Vision, Mission, Goals, and Principles

The Vision, Mission, Goals, and Principles document was reviewed by the Board of Directors. Several minor changes were made to the version that had been distributed. The approved Vision, Mission, Goals, and Principles document is appended as Attachment 11

10. Report of the I-INCE VP - Global Noise Policy

W. Lang reported on the various activities of I-INCE related to harmonizing global noise policy, including the work of TSG 5, TSG 7, and the Global Noise Policy Workshops at INTER-NOISE 2006 and 2007. A report of these activities is appended as Attachment 12.

11. Report of the I-INCE VP – International Relations

H. Tachibana reported that the International Commission on Acoustics (ICA) was notified on 2006 November 13 that it has been named a Scientific Associate of the International Council of Scientific Unions (ICSU). The ICA has asked I-INCE to become an International Affiliate of ICA and to nominate a member of the International Congress Coordination Committee. The Board of Directors agreed to this request and nominated T. Kihlman as their representative to this committee.

12. Report of the I-INCE VP – Europe-Africa

In the absence of B. Berry, the report for the VP – Europe-Africa was given by K. Macan-Lind. The report included a summary of the recent Euronoise 2006, which was held in Tampere, Finland, in 2006 May. Details are included in Attachment 13. Future European noise congresses include:

- Wind Turbine Noise to be held 2007 September 20-22, <http://www.windturbinenoise2007.org/>
- Fan Noise in Lyon, France, to be held 2007 September 17-19, www.fannoise2007.org
- The First European forum on “Effective Solutions for Managing Occupational Noise Risks” to be held in Lille, 2007 July 3-5 <http://www.noiseatwork.eu/>
- It should also be noted that 2007 is a busy conference year in Europe with the ICA in Madrid, 2007 September 2-7 www.ica2007madrid.org and INTER-NOISE 2007 in Istanbul www.internoise2007.org
- Euronoise 2008 (with EAA, ASA, SFA Forum Acusticum) is planned for 2008 June 29 to July 4 in Paris, <http://www.acoustics08-paris.org/>
- During the 2006 EAA General Assembly in Finland, outline proposals were submitted by the Czech Republic, Slovenia, and the UK for Euronoise 2009. Subsequently, full proposals were submitted for Edinburgh and for Prague.

The full text of the report is included in Attachment 13. M. Vallet also informed the Board of Directors that noise maps of Europe are due in 2007 June and action plans must be developed for all areas where the population is affected.

13. Report of the I-INCE VP – Pan American Affairs

P. Donovan reported on recent activities in several of the Pan American countries. The report is appended as Attachment 14. Particularly noteworthy is a Study Committee of the National Academy of Engineering that will report on “Technology for a Quieter America.” Additional future congress activities in the Pan American region include:

- The US Transportation Research Board Annual meeting in Washington D.C. on 2007 Jan 22-24, with noise sessions entitled: Innovative Practices in Addressing Transportation Noise Issues - Part 1 – Highways; Part 2 - Planes, Trains and Automobiles; Wayside Transit Noise Predictions Used to Supplement the FTA Noise Impact Methodology
- SAE 2007 Noise and Vibration Conference and Exhibition in St. Charles, Illinois, on 2007 May 15-17 at the Pheasant Run Resort
- The Acoustical Society of America 153rd Meeting, Salt Lake City, Utah, on 2007 June 4-8.
- NOISE-CON 07 in Reno, Nevada, on 2007 Oct 20-22, at the Grand Sierra Resort and Convention Center
- The Acoustical Society of America 154th Meeting, New Orleans, Louisiana, on 2007 November 27-December 1.
- NOISE-CON 2008 in Dearborn, Michigan, on 2008 July 27-30,

14. Report of I-INCE VP – Asia-Pacific Affairs

M. Burgess reported on activities in the Asia-Pacific Region. Major congresses in 2006 included a joint meeting of the New Zealand and Australian acoustical societies in 2006 November, WESPAC 9, which was held in Seoul, Korea in 2006 June, and Active 2006, which was held in Adelaide,

Australia in 2006 September. The report is appended as Attachment 15. Future major congress activity in the Asia-Pacific region included:

- The 14th International Congress on Sound and Vibration (ICSV14) is to be held 2007 July 9-12 in Cairns, Australia.
- The 2nd International Symposium on Advanced Technology of Vibration and Sound (VS Tech 2007) to be held 2007 June 1-3 in Lanzhou, China.
- INTER-SPEECH 2008 to be held 2007 September 22-26 in Brisbane, Australia,
- INTER-NOISE 2008 to be held 2008 October 26-29 in Shanghai, China,
- IEEE International Ultrasonic Symposium to be held 2008 November 1-5 in Beijing, China.
- ICA will be held in Sydney, Australia from 2010 August 23-27.

15. Nominating Committee (T. Kihlman)

The Nominating Committee consisted of T. Kihlman (chair), W. Lang, and T. ten Wolde. The officers and directors proposed by the 2006 Nominating Committee were as follows:

<u>Office:</u>	<u>Present office holder:</u>	<u>Nominated for the office:</u>
VP Pan America	Paul Donavan	Paul Donavan (2007 – 2009)
VP Publications & E-in-C	George Maling	George Maling (2007 - 2007)
VP Technical Activities	A. Marsh	A. Marsh (2007 – 2007)
VP Global Noise Policy	W. Lang	W. Lang (2007 – 2009)
Director representing I-N 06		David Holger (2007 - 2012)
Alternate for I-N 06		S. Kuwano

In addition, G. Daigle was recently elected President of the Acoustical Society of America (ASA). The Nominating Committee recommended that the terms of H. Tachibana as President and G. Daigle as President-elect and VP Development be extended from 2007 to 2008 in order that G. Daigle's terms as President of ASA and President of I-INCE not overlap.

The recommendations of the Nominating Committee were accepted unanimously. The complete list of Officers and Directors to serve commencing 2007 January 01 with the term of office is listed in Attachment 16.

16. Region for INTER-NOISE 2011

It was agreed that informal proposals for INTER-NOISE 2011 would be invited from the Asia Pacific region.

17. INTER-NOISE Congress Series

2005 Congress Evaluation Committee The final report of the 2005 CEC was not complete. It will be distributed for approval by email.

2006 Congress Evaluation Committee S. Gerges (chair), M. Vallet, and A. Marsh were appointed to the CEC for INTER-NOISE 2006.

INTER-NOISE 2006 INTER-NOISE 2006 was held in Honolulu, Hawaii, USA. Co-presidents D. Holger and S. Kuwano reported that more than 800 regular and student registrants attended. There were 662 papers in the Proceedings. 123 people registered for the Accompanying Persons program, and there were 56 paid exhibitors. The Board of Directors expressed their appreciation to the Co-presidents and to the Organizing Committee for a very successful conference and a job well done.

INTER-NOISE 2007 T. Belek and A. Guney reported that INTER-NOISE 2007 is being organized by the Turkish Acoustical Society. The Congress will be held 2007 August 28-31 in Istanbul, Turkey. The theme will be *Global Approaches to Noise Control*. Preparations on structured sessions are underway but more help was requested. The web site is active and available for abstract submission, registration, and hotel reservations. The web site address is www.internoise2007.org.tr. The congress organizers asked for guidance about setting fees for local registration as there are many individuals in the region that would benefit from attending the

Congress but are not able to pay regular registration fees. The I-INCE President appointed a Next Congress Planning Committee (NCPC) consisting of S. Gerges, R. Bernhard, G. Maling (CD ROM aspects), R. Singh, W. Lang, and M. Vallet. The NCPC met with the Organizing Committee and others at lunch on Wednesday.

INTERNOISE 2008 INTER-NOISE 2008 will be held 2008 October 26-29 in Shanghai, China. X. Wang gave a summary presentation of preparations for the Congress. The projected budget for the congress is 338,000 EUR based on 540 regular registrants and 200 student registrants. A web site is active at address www.internoise2008.org. Based on the report, the Board of Directors recommended that the Opening Ceremony and the Opening Session be combined on October 26. They recommended that the technical session space be expanded from 8 to 12 simultaneous sessions. The Board also recommended that a site be found for the exhibit. The site should provide good flow of foot traffic through the exhibit for the benefit of exhibitors. **The Board of Directors also authorized the I-INCE President to expend I-INCE funds to travel to Shanghai to assist the Organizing Committee, if necessary.**

Permanent Congress Secretariat P. Donovan and P. Reinig presented a proposal whereby the INCE/USA Secretariat would offer Technical Secretariat services to future INTER-NOISE Congress organizing committees. The proposal is appended as Attachment 17. The INCE/USA Secretariat has experience with annual conference organization activity and has flexible staffing to accommodate the fluctuations in the efforts required. The Board of Directors agreed to **authorize the Secretary General to write a letter to future congress organizing committees offering this service to them.** The decision to engage the INCE/USA Secretariat will be the decision of the host society.

18. Report of the Congress Selection Committee (CSC)

INTER-NOISE 2009 The Congress Selection Committee reviewed one formal proposal, which was to hold INTER-NOISE 2009 in Ottawa, Canada, at the Westin Hotel during the period 2009 August 23-26. The proposal was summarized by T. Kihlman. **The CSC found no items of concern with the proposal. The Board of Directors accepted the recommendation of the CSC and authorized the President to negotiate a final agreement with the co-sponsors, the Canadian Acoustical Association (CAA) and INCE/USA.**

INTER-NOISE 2010 Five informal proposals for INTER-NOISE 2010 were presented to the CSC to hold INTER-NOISE 2010 in:

- Either Florence or Naples, Italy, in the period August 22 – September 3
- London, England, UK, in summer of 2010
- Budapest, Hungary, in June, July, August, or September
- Bergen, Norway, in the first week of June
- In Lisbon, Portugal, in the summer of 2010 (joint proposal from Spanish and Portuguese members).

The CSC recommended that Norway, Portugal/Spain, and Italy be invited to present formal proposals at the CSC meeting in Istanbul in 2007 August and that all of the proposals be structured to be at least one month from the ICA meeting in Sydney in late August 2010. **The Board of Directors accepted the recommendation of the CSC and authorized the Secretary General to invite these three proposals for INTER-NOISE 2010.**

OTHER CSC Business The CSC noted several items that should be improved in the future. First, all Member Societies submitting proposals should be up-to-date on their I-INCE dues and be in good standing. **In addition, the Instructions and letters of invitation should be modified to remove the instructions limiting the presentation of the informal proposals to one transparency for an overhead projector (this is outdated technology) and strengthen the wording about the time limit for presentation.** Lastly, the CSC recommended that instructions be developed for Organizing Committees to establish local fees or fees for developing countries. **W. Lang, R. Bernhard, and S.**

Gerges were appointed to a committee to establish language for special registration fees that could be used by INTER-NOISE 2007 and subsequent Congresses.

19. Other Business

Travel Support Three requests for travel support for Board of Directors members were received by the President at least 90 days prior to the meeting. The total estimated allowable travel expenses were approximately 2285 EUR. W. Lang moved and G. Daigle seconded that the three requests be funded based on actual documented allowable costs. The Board of Directors approved this motion.

Guidelines for I-INCE Symposia The Board of Directors held a brief discussion about the guidelines for conferences and workshops that desire designation as an I-INCE Symposium. It was agreed that the guidelines should be:

- The timing of a conference or workshop shall not interfere with an I-INCE Congress.
- The theme of the Symposium shall be focused rather than general.
- Evidence shall be provided that the Symposium is well organized.

The proposal to designate an event as an I-INCE Symposium should include identification of an I-INCE Director or Officer as the I-INCE Liaison to the Symposium.

Archive of INTER-NOISE Proceedings See **Conference Papers** under item 8.

Appreciation The Board of Directors expressed its sincerest appreciation to M. Vallet for his service as Congress President and I-INCE Director. His term expires 2006 December 31.

20. Closing of the Meeting

The 32st Meeting of the I-INCE Board of Directors was adjourned at 20.00 on 2006 December 06.

Respectfully submitted

Robert J. Bernhard
Secretary General

Approved: I-INCE Board of Directors, 2007 August XX

Attachment 1
AGENDA of the 2006 I-INCE Board of Directors Meeting

Saturday, 2006 December 2 (12.00 Lunch in Niihau Room, 13.00-21.00 Meeting in Hilo Room)

Wednesday, 2006 December 6 (18.00-20.00 in Koko Crater)

Location: Sheraton Waikiki Hotel, Honolulu, Hawaii, USA

1. Opening of the meeting.
2. Approval of the Agenda.
3. Approval of the consent agenda (these items will be approved without discussion unless there is objection):
 - minutes of the Meeting held in Rio de Janeiro, 2005 August 6/10 (sent 2005 December 17, 2006 September 10, and with the draft agenda)
 - revised Travel Support Policy (sent 2006 September 20, email ballot 15 Yes, 0 No)
 - changes to I-INCE Instructions (sent 2006 September 10, email ballot 9 Yes, 0 No)
 - approval of Fan Noise 2007 as a I-INCE Symposium (sent 2006 April 19, email ballot 16 Yes, 0 No)
 - approval of the First European Forum on Effective Solutions for Managing Occupational Noise Risks as an I-INCE Symposium (sent November 11, email ballot 18 Yes, 0 No)
4. Report of the Secretary-General on the affairs of I-INCE. (Bernhard)
 - *minutes of the Meeting held in Rio de Janeiro, 2005 August 6/10* *
 - Membership applications
 - Membership changes
 - other matters relating to the I-INCE Secretariat.
5. Report of the Treasurer on the financial matters of I-INCE. (Clairbois))
 - approval of the audited account for fiscal year 2005,
 - member dues report,
 - discussion of honorarium for Editor-in-Chief, Noise News International (Maling)
 - approval of the budget for 2006, and
 - consideration of preliminary budget for 2007 including dues proposal for 2007,
6. Consideration of By-Laws and Governance (incl. rules & policies). (Lang)
 - *changes to Travel Support Policy (emailed to the Board 2006 September 20)**
 - *changes to I-INCE Instructions (emailed to the Board 2006 September 10)**
 - other changes to Rules, By-Laws or Policies
7. Report of I-INCE Vice President - Technical Activities. (Marsh)
 - proposal for TSG 8 "Education of Noise Control Engineers Worldwide"
 - brief report on progress of Technical Study Groups 1, 2, 3, 4, 6, and 7
 - proposals for other new Technical Study Groups
 - brief report on Technical Divisions
 - potential publication schedule for I-INCE reports.
8. Report of I-INCE Vice President - Communications. (Maling)
 - status report on NNI, including circulation, advertisement, and finances,
 - discussion of *Noise Control Engineering Journal (Burroughs)*
 - I-INCE web site (Bernhard)
 - other I-INCE publications

9. Report of I-INCE Vice President - Development. (Daigle)
 - long range planning for I-INCE
 - I-INCE Sustaining Members Program
10. Report of I-INCE Vice President – Global Noise Policy. (Lang)
 - progress toward establishing a global noise policy
11. Report of I-INCE President - International Relations. (Tachibana)
12. Report of I-INCE Vice President – European-Africa. (Berry)
13. Report of I-INCE Vice President – Pan America. (Donavan)
14. Report of I-INCE Vice President – Asia-Pacific (Burgess)
15. Report of the Nominating Committee. (Kihlman)
16. Decision on geographical region for INTER-NOISE 2011. (Tachibana)
17. Reports on the INTER-NOISE Congress series: *Approx. at 16.00 - 17.00*
 - Report on INTER-NOISE 2006 (Honolulu)
 - Report of the 2005 Congress Evaluation Committee (Rio de Janeiro),
 - Appointment of Congress Evaluation Committee (CEC) for INTER-NOISE 2006
 - Report by a representative of INTER-NOISE 2007 (Istanbul),
 - Report by a representative of INTER-NOISE 2008 (Shanghai),
 - Appointment of Next Congress Planning Committee (NCPC) for INTER-NOISE 2007
 - Discussion of a permanent Technical Secretariat for INTER-NOISE Congresses (Donavan/Reinig)
18. Report of the Congress Selection Committee
 - recommendation for INTER-NOISE 2009 and decision of the Board of Directors.
 - recommendation for invitations for proposals for INTER-NOISE 2010.
19. Other business.
 - *designation of Fan Noise 2007 as a I-INCE Symposium (emailed to the Board 2006 April 19)**
 - proposal to archive non-USA INTER-NOISE Proceedings (Cuschieri and Burroughs)
 - approval of travel support
20. Close of the meeting.

(*) consent agenda item

Attachment 2 Dues Payment Report

MEMBERS	COUNTRY	CATEGORY	2000	2001	2002	2003	2004	2005	2006
1 Australian Acoustical Society	AUSTRALIA	M							
2 Österreichischer Arbeitsring für Lärmbekämpfung	AUSTRIA	S							
3 ABAV	BELGIUM	M							
4 Sociedade Brasileira de Acustica	BRASIL	M							
5 Canadian Acoustical Association	CANADA	M							
6 Sociedad Chilena de Acustica	CHILE	S							
7 Acoustical Society of China	CHINA	M							
8 Czech Acoustical Society	CZECH REPUBLIC	M							
9 Danish Acoustical Society	DENMARK	M							
10 Acoustical Society of Finland	FINLAND	M							
11 Société Française d'Acoustique	FRANCE	L							
12 NALS im DIN und VDI	GERMANY	M							
13 Deutsche Gesellschaft für Akustik	GERMANY	M							
14 Hellenic Acoustical Society (HAS)	GREECE	S							
15 Honk Kong Institute of Acoustics	HONG KONG	S							
16 Acoustic Complex Committee of Hungarian Academy of Sciences	HUNGARY	S							
17 Science Society for Optics, Acoustics, Motion Pictures and Theater Technology	HUNGARY	S							
18 Associazione Italiana di Acustica	ITALY	M							
19 Acoustical Society of Japan	JAPAN	L							
20 Institute of Noise Control Engineering of Japan	JAPAN	L							
21 Acoustical Society of Korea	KOREA	L							
22 Korean Society for Noise and Vibration Engineering	KOREA	L							
23 Lithuanian Acoustical Society	LITHUANIA	S							
24 Instituto Mexicano de Acustica, A.C.	MEXICO	S							
25 New Zealand Acoustical Society	NEW ZEALAND	S							
26 Acoustical Society of Norway	NORWAY	M							
27 Committee on Acoustics - Polish Academy of Sciences	POLAND	S							
28 Sociedade Portuguesa de Acustica	PORTUGAL	S							
29 Antoaneta Paniazi Program Officer	ROMANIA	S							
30 EEAA - East European Acoustical Association	RUSSIA	M							
31 Environmental Engineering Society of Singapore	SINGAPORE	S							
32 The Slovak Acoustical Association	SLOVAKIA	S							
33 Slovenian Acoustical Society	SLOVENIA	S							
34 Sociedad Española de Acustica	SPAIN	S							
35 Swedish Acoustical Society	SWEDEN	M							
36 Schweizerische Gesellschaft für Akustik	SWITZERLAND	M							
37 Nederlands Akoestisch Genootschap	THE NETHERLANDS	M							
38 Turkish Acoustical Society	TURKEY	S							
39 Insititue of Acoustics	UNITED KINGDOM	L							
40 Institute of Noise Control Engineering of U.S.A.	USA	L							
41 Acoustical Society of America	USA	L							
42 INCE/EUROPE	EUROPE	M							



	2003	2004	2005	2006
SUSTAINING				
1 GRAS rate				
2 LMS				
3 B&K				
4 RION				
5 NORSONIC				
6 ECOPHON				
7 NARITA Int. Airport				
8 CESVA				
9 A-Tech S.A./N.V.				

 not paid
 paid
 to come
 new member

	2003	2004	2005	2006
Institutional				
1 LATF, Belgium				
4 KAIST, Korea				
5 Engenhari Civil, Portugal				
6 Dept. Appl. Ac., Chalmers, Sweden				
7 Pennstate, USA				
8 Massey New Zealand				

Attachment 3 2005 Financial Report

I-INCE FINANCIAL REPORT 2005	EURO		
Revenues 2005		Credit balance 2005	
Transfer of credit balance 2004-12-31	100173.17		
Dues sustaining, institutional and sustaining members (with various transfer costs)	20984.16	Revenues-Expenses	104,688.86
Interests on deposits 2005	1146.02		
Contribution INTER.NOISE 2005 Rio (535x15\$) approx equiv EURO	6691.34		
Total revenues	128994.69		
Expenses 2005		State of accounts on 2006-01-04	
Maintenance Website (Perdue University) (07/07)	2108.92		
Costs treasurer (20/06)	400.00	Current 431 0072711 28	667.11
Support of I.INCE for Noise News International +		Deposit 431 0072719 36	41452.51
Support of I.INCE for Noise News International (27/12)	15914.20	Deposit 431 0072710 27	62569.24
Travel Support Eligible Board Members (06/09)	5000.00		
Reception costs EAA at I.NOISE 2005	882.71		
Total expenses	24305.83	TOTAL	104,688.86
(signed)			(signed)
prepared by Prof. G. Vermeir, treasurer, on 2006-01-20			audited by Prof. A. Cops on 2006-01-30

International INCE Financial Report for 2005.

The 2005 financial report for International INCE has been released with the following statement by the auditor.

We have examined the consolidated balance of the International Institute of Noise Control Engineering for the period of 2005 and the related statements of operation and retained earnings and changes in financial position for the year then ended. Our examination was made in accordance with the generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. In our opinion, the aforementioned statements present fairly the financial position of the International Institute of Noise Control Engineering, and the results of its operations and changes in its financial position for the year then ended, in conformity with the general accepted accounting principles applied on a consistent basis.

Leuven-Heverlee, 2006 January 30,

(signed)

Prof. André Cops

Attachment 4 2006 Budget

I-INCE PROJECT FINANCIAL REPORT 2006 (12-06)	EURO	
Revenues 2006		Credit balance 2006
Transfer of credit balance 2005-12-31	104,688.86 €	
Dues sustaining, institutional and sustaining members	17,800.00 €	Revenues-Expenses 107,446.27 €
Interests on deposits 2005	1,035.82 €	
Contribution INTER.NOISE 2006 Honolulu (to come)	11,060.00 €	
Total revenues	134,584.68 €	
Expenses 2006		State of accounts on 2006-10-06
transfer & bank costs	90.18 €	
Maintenance Website (Purdue University) (07/07)	1,988.23 €	
Costs treasurer (20/06)	1,000.00 €	Current 431 0072711 28 497.42 €
Support of I.INCE for Noise News International +	8,000.00 €	Deposit 431 0072719 36 57,343.79 €
Support of I.INCE for NNI from I2006 (to come)	11,060.00 €	Deposit 431 0072710 27 63,605.06 €
Travel Support Eligible Board Members (06/09)	5,000.00 €	expenses to come - 14,000.00 €
Total expenses	27,138.41 €	TOTAL 107,446.27 €
(signed)	2,757.41 €	surplus (signed)
prepared by J-P. Clairbois, treasurer, on 2006-11-30		audited by Prof. G. Vermeir on 2006-11-30

International INCE Financial Report for 2006.

The 2006 financial report for International INCE has been released with the following statement by the auditor.

We have examined the consolidated balance of the International Institute of Noise Control Engineering for the period of 2006 and the related statements of operation and retained earnings and changes in financial position for the year then ended. Our examination was made in accordance with the generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. In our opinion, the aforementioned statements present fairly the financial position of the International Institute of Noise Control Engineering, and the results of its operations and changes in its financial position for the year then ended, in conformity with the general accepted accounting principles applied on a consistent basis.

Leuven-Heverlee, 2007 January 30,

(signed)

Prof. Gerrit Vermeir

Attachment 5 2007 Preliminary Budget

PRELIMINARY BUDGET 2007				EURO
Credit balance 2006-11-30				107446.27
Expected membership fees				
	small	14	240.00	3360.00
	medium	17	480.00	8160.00
	large	8	720.00	5760.00
Sustaining membership		10	500.00	5000.00
Institutional membership		8	70.00	560.00
Estimated bank account interest			1000.00	1000.00
Estimated income Inter.Noise 2007 (700x20 USD)				11023.62
Total estimated income				34863.62
Expenses				
IINCE contribution to publication and distribution of NNI				8000.00
honorarium NNI editor				2000.00
Support of I.INCE to NNI from Inter.Noise 2007				11023.62
cost treasurership (secretariat, mailing)				1000.00
different costs TSG's				2000.00
special costs President				1000.00
travel support				5000.00
maintenance website				1000.00
contribution cost secretariat Purdue Univ.				4000.00
Total estimated expenses				35023.62
Estimated credit balance on 2007-12-31				107286.27
Estimated results on 2007-12-31				-160.00

Attachment 6

Duties and Responsibilities of I-INCE Officers

PRESIDENT (2001.01.26)

1. The President is the Chief Executive Officer (CEO) of I-INCE. The President is normally elected for a term of four (4) years and is not eligible for re-election to that office, but following the presidency, shall serve as a member of the Board for a term of four years as Past President. As CEO, the President is the principal representative of I-INCE management to the I-INCE Member Societies and to the external world. The President is responsible for long-range planning from both the financial and strategic viewpoints, for guiding the activities of the I-INCE officers, for serving as the Institute's representative for all contacts with the outside world, and for performing such other duties as are normally handled by a CEO.
2. The duties of the President specifically include the following:
 - 2.1 Calls and presides at meetings of the Board, the General Assembly and the Congress Selection Committee. May vote to break a tie. (Such meetings usually take place immediately before, during and after the annual INTER-NOISE Congresses). Is an ex-officio member of all other committees of I-INCE.
 - 2.2 Prepares and circulates the agenda for meetings of the Board and the General Assembly, usually in consultation with the Secretary-general.
 - 2.3 Reviews and approves all agreements, contracts and financial obligations before they are signed by the Secretary-General or Treasurer on behalf of I-INCE.
 - 2.4 Maintains liaison with, and advises the organizers of INTER-NOISE Congresses both directly and through the Congress Selection and Congress Planning Committees.
 - 2.5 Represents I-INCE, when appropriate, at meetings of other noise control engineering or acoustical societies.
 - 2.6 Fully informs the officers and directors of the conditions and operations of I-INCE.
 - 2.7 Plans, formulates, and presents to the Board those new policies that will further the goals and objectives of I-INCE.
 - 2.8 Appoints the members of the Operating Committee and chairpersons of standing and ad hoc committees; defines the purposes and duties of these committees, and monitors their progress..
 - 2.9 Reviews the organizational structure and policies of I-INCE during the President's term of office, and recommends appropriate modifications for consideration by the Board.
 - 2.10 Supports the policies and programs adopted by the Board and takes appropriate actions.
 - 2.11 Promotes the value of I-INCE membership to societies and professional organizations that are not currently I-INCE Member Societies.
 - 2.12 Presents a "State of the Institute" report at every INTER-NOISE Congress.
 - 2.13 Acts as a spokesperson for I-INCE to all outside contacts, including the media.
 - 2.14 Represents I-INCE in all matters relating to its financial affairs, including the contracting of obligations within the approved budget.
 - 2.15 Performs such other duties as are considered incident to the office of President and CEO.

SECRETARY-GENERAL (2001.01.26)

1. The Secretary-General is an Officer and a member of the Board of Directors of I-INCE, and concurrently a member of the General Assembly. The Secretary-General is normally elected for a term of four (4) years, and is eligible for re-election for one additional term.

2. The Secretariat, for which the Secretary-General is responsible, has the following duties:
 - 2.1 Maintains updated versions of the Bylaws, Rules, and Guidelines of I-INCE and of its Committees, and of the Scopes of its Technical Study Groups.
 - 2.2 Keeps the current version of drafts, and eventually the final reports prepared by the Technical Study Groups.
 - 2.3 Maintains records of the meetings of the Board of Directors and of the General Assembly of I-INCE.
 - 2.4 Maintains the master database of the Board of Directors, the Congress Selection Committee, the Congress Planning Committee, the Technical Study Groups, and of the Member Societies. For members of the Board and the Chairs of the I-INCE committees and study groups, the database should include all possible means of contact (postal and e-mail addresses, telephone and fax numbers). For other members of the I-INCE committees and study groups, the database should include the person's name and at least an address and a contact number. For Member Societies, the database should include the name, address and at least one contact number for the Member Society and for one of its officers.
3. The Secretary-General interacts with the Board of Directors and the General Assembly, as follows:
 - 3.1 Advises the President on the agenda for Board and General Assembly meetings. Ensures that the President circulates notices of meetings and their agenda, or does this at the request of the President.
 - 3.2 Is responsible for preparing minutes of Board meetings, and for circulating them to members of the Board in a timely manner. Is responsible for preparing minutes of General Assembly meetings, and circulating them to the Member Societies.
 - 3.3 In consultation with the Vice-President for Technical Operations, circulates proposals for new work items and final drafts of technical group reports to the Member Societies for ballot.
 - 3.4 Reports to the Board of Directors, and to the General Assembly when appropriate, on actions of the Secretariat since the previous meeting. This includes results of ballots to Member Societies, applications from prospective member societies, and other significant correspondence.
 - 3.5 Circulates the database, or appropriate parts thereof, to the President, Treasurer or other officers upon request.

TREASURER (2001.01.26)

1. The Treasurer is an Officer of the Board of Directors of I-INCE, and concurrently a member of the General Assembly. The Treasurer is normally elected for a term of four (4) years, and is eligible for re-election for one additional term.
 - 1.1 The fiscal year of I-INCE is the calendar year.
2. The Treasurer has the following specific duties:
 - 2.1 Maintains the financial records of income and expenditure on a continuing basis. Pays the bills of I-INCE as they become due.

- 2.2 Sends invoices for payment of annual dues to Member Societies no later than January 15 of the year for which the dues are payable. If dues are not received by May 15, a past-due reminder shall be issued. If payment is not received by September of that year, this matter shall be reported to the Board at its next meeting. (Membership may be terminated upon recommendation of the Board and the approval of the general Assembly).
- 2.3 Receives funds for the support of Noise News International:
 - a) from the organizers of an INTER-NOISE Congress, normally within three (3) months of the end of the Congress, and transfers these funds to the operation of Noise/News International. (The amount of this fee is determined by the Board with the approval of the General Assembly, and included in the registration fee for the Congress.), and
 - b) from individual subscribers to Noise/News International.
- 2.4 Prepares a budget for the forthcoming year, and presents this for review and approval at the annual meeting of the Board. This budget, as amended if necessary, is reported also to the General Assembly.
- 2.5 Alerts the Board to any anticipated financial problems that might occur in future years.
- 2.6 Reports on the current financial situation at each meeting of the Board. This report shall include specific information on the record of payment of dues by the Member Societies, and recommendations concerning action to be taken of any delinquent accounts.
- 2.7 Provides the Board with an audited report of the accounts for the previous year. The audited accounts are also reported to the general Assembly.

VICE PRESIDENT EUROPE-AFRICA (2005.10.12)

The I-INCE Vice President Europe-Africa is responsible for representing I-INCE interests in Europe and Africa. To carry out this responsibility, the I-INCE Vice President Europe-Africa:

1. Represents I-INCE to the noise and vibration control communities within the individual European and African acoustical societies.
2. Coordinates activities with the European Acoustics Association (EAA) and other regional organizations in Europe and Africa.
3. Advises the Board on the organization of INTER-NOISE Congresses to be held in Europe and Africa.
4. Represents the I-INCE Board in coordinating the EuroNoise series of symposia and other I-INCE, symposia in Europe and Africa.
5. Coordinates activities with the I-INCE Vice President International Relations so there is no duplication of effort.
6. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
7. Reports to the I-INCE Board at its annual meeting on all matters related to European and African affairs.

VICE PRESIDENT ASIA-PACIFIC (2005.10.12)

The I-INCE Vice President Asia-Pacific is responsible for representing I-INCE interests in Asia and the Pacific countries. To carry out this responsibility, the I-INCE Vice President Asia-Pacific:

1. Represents I-INCE to the noise and vibration control communities within the individual Asia-Pacific acoustical societies.
2. Coordinates activities with regional organizations in the Asia-Pacific region.
3. Advises the Board on the organization of INTER-NOISE Congresses to be held in Asia-Pacific region.
4. Represents the I-INCE Board in coordinating I-INCE symposia in the Asia-Pacific region.
5. Coordinates activities with the I-INCE Vice President International Relations so there is no duplication of effort.
6. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
7. Reports to the I-INCE Board at its annual meeting on all matters related to Asia-Pacific affairs.

VICE PRESIDENT PAN-AMERICA (2005.10.12)

The I-INCE Vice President Pan-America is responsible for representing I-INCE interests in Pan-America. To carry out this responsibility, the I-INCE Vice President Pan-America:

1. Represents I-INCE to the noise and vibration control communities within the individual Pan-American acoustical societies.
2. Coordinates activities with regional organizations in Pan-America.
3. Advises the Board on the organization of INTER-NOISE Congresses to be held in Pan-America.
4. Represents the I-INCE Board in coordinating I-INCE symposia in Pan-America.
5. Coordinates activities with the I-INCE Vice President International Relations so there is no duplication of effort.
6. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
7. Reports to the I-INCE Board at its annual meeting on all matters related to Pan-American affairs.

VICE PRESIDENT TECHNICAL ACTIVITIES (2005.09.09)

The I-INCE Vice President Technical Activities is responsible for monitoring and coordinating the technical activities of the Institute.

To carry out this responsibility, the I-INCE Vice President Technical Activities:

1. Monitors and coordinates the activities of the Technical Study Groups approved by the I-INCE Board and authorized by the I-INCE General Assembly; provides guidance, as appropriate, to the Conveners of the Technical Study Groups.
2. Reviews proposals for the formation of new Technical Study Groups along with proposals for the scope of work and the person proposed for the Convener; recommends action on such proposals to the I-INCE Board.
3. Monitors and coordinates the activities of the I-INCE Technical Divisions and their Focus Groups.
4. Works with the I-INCE President in the discharge of the above responsibilities.
5. Reports to the I-INCE Board and General Assembly at their annual meetings on the technical activities of I-INCE.

VICE PRESIDENT INTERNATIONAL RELATIONS (1998.11.14)

The I-INCE Vice President International Relations is responsible for coordinating all activities undertaken by I-INCE with other organizations (including the I-INCE Member Societies, regional organizations such as EAA, and international organizations such as ICA.) To carry out this responsibility, the I-INCE Vice President International Relations:

1. Monitors the activities of other organizations in the areas of noise and vibration control.
2. Recommends to the Board how concerted action with other organizations may be promoted and potential conflicts can be avoided.
3. Develops relationships with international and regional organizations in acoustics and vibration that may be admitted by the Board as Affiliated Organizations of the Institute according to the Bylaws.
4. Ensures that reciprocal privileges are granted to I-INCE by those organizations to which affiliation and cooperation have been extended.
5. Coordinates activities with other I-INCE Vice Presidents so there is no duplication of effort.
6. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
7. Reports to the I-INCE Board at its annual meeting on all matters related to international relations.

VICE PRESIDENT PUBLICATIONS AND EDITOR-IN-CHIEF (1998.11.14)

The I-INCE Vice President Publications and Editor-in-Chief is responsible for maintaining communications with the I-INCE Member Societies, primarily through Noise/News International and the I-INCE home page. To carry out this responsibility, the I-INCE Vice President Publications and Editor-in-Chief:

1. Represents I-INCE in the editing of Noise/News International, ensuring that news of the I-INCE Member Societies, and other items of international interest, are covered in the news magazine.
2. Supervises the updating and maintenance of the I-INCE home page on the Internet.
3. Reports to the Board annually on the finances of Noise/News International, its circulation, and publication plans for the following year.
4. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
5. Reports to the I-INCE Board at its annual meeting on all activities related to publications.

VICE PRESIDENT DEVELOPMENT (2003.08.24)

The I-INCE Vice President Development is responsible for coordinating the long-range plans for I-INCE including financial considerations. To carry out this responsibility, the I-INCE Vice President Development:

1. Monitors the activities of the Institute undertaken to achieve the goals and fulfill the mission of I-INCE.
2. Prepare and update the Strategic Plan of I-INCE in collaboration with the I-INCE President and Vice Presidents.

3. Reviews progress towards completing the activities defined in the Strategic Plan of I-INCE.
4. Coordinates activities with other I-INCE Vice Presidents as required by the Strategic Plan.
5. Works in close collaboration with the I-INCE President in the discharge of the above responsibility.
6. Reports to the I-INCE Board at its annual meeting on all matters related to development.

VICE PRESIDENT GLOBAL NOISE POLICY (2006.02.03)

The I-INCE Vice President Global Noise Policy is responsible for organizing and supporting activities which promote the establishment of a global noise policy. To carry out this responsibility, the I-INCE Vice President Global Noise Policy:

1. Organizes noise policy workshops in conjunction with INTER-NOISE congresses and other international congresses.
2. Records and transcribes the workshop sessions and edits the report for publication.
3. Promotes the adoption of I-INCE policies related to the global noise problem.
4. Interacts with international authorities and organizations responsible for noise policy development.
5. Provides guidance to I-INCE committees and groups charged with the development and refinement of I-INCE policies related to global noise.
6. Works in close collaboration with the I-INCE President in the discharge of the above responsibilities.
7. Reports to the I-INCE Board at its annual meeting on all activities related to global noise policy.

Attachment 7

STATUS OF I-INCE GOVERNANCE

Board and General Assembly Documents

BY-LAWS (Action by General Assembly)

- The version approved by the Board on 2003 August 24 is up to date and needs no changes.
- This version will be distributed and placed on a future agenda for General Assembly review in accordance with By-law 12.3.9.

RULES 1: I-INCE General Assembly

- Minor editorial changes were made and distributed to the Board by the Secretary-General on 2005 April 12.
- The version of 1998 November 15 as posted on the website is the latest.

RULES 2: I-INCE Technical Work

- Minor editorial changes were made and distributed to the Board by the Secretary-General on 2005 April 12.
- The version of 1998 November 15 as posted on the website is the latest.

RULES 3: I-INCE Congress Selection Committee

- The revised Rules 3 was presented under “Other Business” at the meeting of the General Assembly on 2005 August 7 and approved.
- Rules 3 was further revised and provided to the Secretary-General on 2005 November 25. This revision, considered approved, was included with the Rio GA minutes distributed on 2005 December 7.
- The website has been updated to indicate the approval date.

RULES 4: I-INCE Next Congress Planning Committee

- Minor editorial changes were made and distributed to the Board by the Secretary-General on 2005 April 12.
- The version of 2000 August 27 as posted on the website is the latest.

RULES 5: I-INCE Congress Evaluation Committee

- Minor editorial changes were made and distributed to the Board by the Secretary-General on 2005 April 12.
- The version of 2002 August 18 as posted on the website is the latest.

RULES 6: I-INCE Technical Divisions

- A revised Rules 6 was presented under “Other Business” at the meeting of the General Assembly on 2005 August 7.
- This version was approved and is posted on the I-INCE website.

Board Documents

INSTRUCTIONS

- Extensive changes were made to the Instructions and itemized in a voting paper which was distributed to the Board by the Secretary-General on 2006 September 10.
- The Secretary-General reported at the Board meeting in Honolulu that the revised Instructions have been approved.

TRAVEL SUPPORT POLICY

- The Travel Support Policy was informally revised at the Board meeting in Rio during 2005 August.
- The revised Travel Support Policy was distributed to the Board by the Secretary-General on 2006 September 20.
- This revised policy was part of the Consent Agenda for the Honolulu Board meeting. The Secretary-General reported at the Board meeting that the Travel Support Policy has been approved.

VISION, GOALS, MISSION, AND PRINCIPLES (Future Action)

- The latest version from 2001 was circulated to the Board on 2005 July 29 for comments.
- An updated version was presented to the Board at its Honolulu meeting.
- The proposed revision was presented at the Board meeting in Honolulu and the word “dream” was discussed. With the subsequent replacement of this word with “aspiration” The Vision was considered to be approved.

STRATEGIC PLAN (Board Action)

- The strategic plan for the years 2005-2008 was informally revised during the Rio Board meeting.
- An updated version of the Strategic Plan was sent to the Secretary-General on 2006 August 10.
- The latest version was discussed and approved at the Honolulu Board meeting.

FUNCTIONS OF OFFICERS (Board Action)

- The Officers’ Functions were distributed to each officer with a request to update.
- The changes received were incorporated into a revised document.
- A copy of this revision was sent to the Secretary-General on 2006 August 10.
- Revised Officers’ functions were distributed for Board approval.

Attachment 8

Activities of I-INCE Technical Study Groups since 2005 August and plans for the future: Report to the I-INCE Board of Directors, 2006 December

TSG 1: Noise of Recreational Activities in Outdoor Areas, Philip Dickinson, Convener

TSG 1 did not meet during INTER-NOISE 05, but a draft report was completed in 2006 and sent to the members of the TSG for their review and comment. The final draft report, including the revisions suggested by the members, was submitted to the I-INCE V-P for Technical Activities. Except for incorporating any revisions that may be recommended by the Member Societies of I-INCE, the work of TSG 1 is now essentially complete.

TSG 2: Noise Labels for Consumer and Industrial Products, Bernard Berry, Convener

TSG 2 met in Rio during INTER-NOISE 05. Only two other members in addition to the Convener were present, as has been the case in most meetings. Plans to complete the work of the TSG were discussed and various documents were promised by the other members, from USA and Canada. The existing rough draft of a report was reviewed. The Convener's aim to have a draft of the report ready for submittal to the Board and the Member Societies by mid 2006 was not achieved. The Convener is unable to attend INTER-NOISE 06 in Honolulu and no meeting of TSG 2 is planned. In view of the "age" of the material in the basic report, the lack of progress, and the problems of assigning resources to any new work, the Convener recommends that the work to develop an I-INCE technical report on noise labels be terminated and that the TSG be disbanded.

TSG 3: Assessment of the Effectiveness of Noise Policies and Regulations, Hideki Tachibana and William Lang, Co-Conveners

TSG 3 met during INTER-NOISE 05 in Rio de Janeiro and discussed the draft final report of TSG 3 titled "Assessment the effectiveness of noise policies and regulations: Phase 1 — Policies and regulations for community and broader environmental noise control." It was decided to revise that draft by considering the comments from the members and consultants. Although the revision work has been much delayed, it was completed at the end of 2006 October, and the revised version was distributed to the members and the consultants on November 12. TSG 3 will meet during INTER-NOISE 06 in Honolulu on 2006 December 03 to discuss the second draft and completion of the final report from TSG 3.

TSG 4: Noise and Reverberation Control for Schoolrooms, Carsten Svensson, Convener

TSG 4 met in Rio de Janeiro, Brazil, with Carsten Svensson as the Convener. At that time, the Convener was rather optimistic about creating at least an abbreviated version of the previously planned report that had been envisioned by the previous Convener. As time went on (through the autumn and winter of 2005) no contributions were received from the members of TSG 4 who had previously agreed to provide inputs. A key-member resigned from TSG 4 for family reasons. The Convener realized that either we had to make a total re-start with new members and a firm schedule to be agreed upon, or we should simply stop the work of TSG 4. The Convener was not available to do any TSG 4 work because of paternity leave from 2006 January until 2006 October. Considering the experience of the previous Convener as well as that of the current Convener of TSG 4, it is recommended that the I-INCE Board of Directors cancel the work of TSG 4 to develop an I-INCE report on noise and reverberation control in schoolrooms.

TSG 5: Noise as a Global Policy Issue, William Lang and Tjeert ten Wolde, Co-Conveners

The draft report of Technical Study Group 5, "A Global Approach to Noise Control Policy" was published in the 2004 November-December issue of *Noise Control Engineering Journal*, posted on the I-INCE website, and distributed to all Member Societies by e-mail with voting papers. The Secretary-General received 14 voting papers: 12 Approve, one Abstention, and one Not Approve. Because more than a majority of the votes were for approval, the report was considered to have been approved for publication. All comments received were carefully considered and a final version of the report was prepared. The final report is scheduled for publication in the 2006 November-December issue of the *Noise Control Engineering Journal*. With publication of the final report, the work of TSG 5 is complete and the TSG is disbanded.

TSG 6: Community Noise: Environmental Noise Impact Assessment and Mitigation, Lawrence Finegold, Convener

TSG 6 met in Rio de Janeiro, Brazil during INTER-NOISE 05 in conjunction with the meeting of TSG 3. In the time since that meeting, progress has been slow on producing the TSG 6 Final Report because of difficulties in convincing TSG members to participate in the writing process and because of the Convener's health problems. The current plan is to produce a draft Final Report by mid 2007 for review by the members of TSG 6. The people who have agreed to work on this effort include Marion Burgess and Nicole Porter as well as the Convener. The Final Report will include a change from the previous title of this important I-INCE document to "Guidelines for Environmental Noise Impact Assessment and Mitigation" to better match the content of the report with the title of the TSG. The previously proposed inclusion of several "Case Studies" has been deleted because these contributions from the TSG were not received. The Appendices have been reduced to only one Appendix on "Definitions of Terms." The proposed environmental noise impact assessment process will now include the following six steps:

- Stage A: Define the noise problem and gather required technical support information.
- Stage B: Establish perspectives of all major stakeholders and identify potential noise management strategies.
- Stage C: Process all available information to evaluate alternative noise management strategies.
- Stage D: Balance costs and benefits.
- Stage E: Finalize and recommend optimal solutions for noise mitigation; document final decisions.
- Stage F: Monitor implementation of agreed-upon solution.

These changes, along with the writing commitments from the three primary authors, can be expected to produce a good quality draft report in the near future."

TSG 7: Harmonization and Implementation of Global Noise Policies, William Lang and Tjeert ten Wolde, Co-Conveners

Formation of a new Technical Study Group, TSG 7, was approved by the General Assembly at its meeting in Rio de Janeiro in 2005 August. The objective of TSG 7 is to implement the recommendations of TSG 5 with emphasis on product noise and occupational noise. The Member Societies were asked to nominate members for TSG 7. The first meeting of TSG 7 is scheduled to be held in Honolulu on the morning of Sunday, 2006 December 03. A report on the program for TSG 7 will be presented to the I-INCE General Assembly at its meeting in Honolulu.

Submitted by:
Alan Marsh
I-INCE Vice President-Technical Activities
2006 November 18

Attachment 9

Proposal for Establishment of I-INCE Technical Study Group 8

A proposal for new technical work by the formation of a new technical study group is submitted according to Article 6 of Rules 2 for consideration by the I-INCE Board and General Assembly at their meetings in Honolulu, HI, in 2006 December. The following information is submitted:

1. Proposers: William W. Lang and Keith Attenborough
2. TSG Title: Technical Study Group 8, “Noise Control Engineering Education Worldwide”
3. Scope: Collect information from universities and institutions offering courses with content associated with noise control engineering and related teaching resources.
4. Goals: Establish an I-INCE website with links to universities and institutions offering courses associated with noise control engineering and related teaching resources
5. Schedule: The work of the proposed TSG 8 will be completed within four (4) years after authorization by the General Assembly.
6. Justification: A preliminary survey was conducted during the summer of 2006. A request was sent to academics in 24 countries to identify universities which offer courses associated with noise control engineering. Replies were received from respondents in 11 countries. Many of the responses indicated that the subject of the proposed TSG 8 is important.
7. Priority and Resources: The work of the proposed TSG will have high-priority in view of the anticipated increase in opportunities for noise control engineers as we move forward to the adoption of a global noise policy. Resources will be solicited when required.
8. Conveners: K. Attenborough and W. Lang are proposed as Co-conveners. The I-INCE Member Societies will be requested to name experts to participate in the work of TSG 8.
9. Meetings: Most of the work will be carried out by electronic mail. One annual face-to-face meeting will be scheduled at the time of an INTER-NOISE Congress.

A proposal for new technical work by the formation of a new technical study group is submitted according to Article 6 of Rules 2 for consideration by the I-INCE Board and General Assembly at their meetings in Honolulu, HI, in 2006 December. The following information is submitted:

Attachment 10

Report of the VP Development (I-INCE 2006 BoD meeting)

From the 2005-2008 STRATEGIC PLAN:

1. Continue to monitor the quality of the INTER-NOISE Congresses. In particular, to improve quality, revise the rules for the operation of the Congress Selection Committee, Congress Evaluation Committee, and the Next Congress Planning Committee.

Rules Part 3: Congress Selection Committee were revised and approved by the General Assembly on 2005 August 7. In addition, the I-INCE Instructions for the Organization of INTER-NOISE Congresses were revised and a voting paper sent the BoD on 2006 October 9.

An ad hoc Committee (Daigle, Lang, Donovan, Tachibana) was appointed to review Congress scheduling, including the desirability of expansion to 4 days. Discussion was initiated via e-mail. Brief discussion of scheduling focused on the notion of "wild cards." The discussion concluded by noting that "wild cards" could be accommodated in the normal way that the CSC operates. It was also noted that the success of a "wild card" may be the preliminary scouting that members of the Board make in advance of any presentation to the CSC (since 1972 INTER-NOISE has been held in 19 different countries leaving 20 venues that could be potential "wild cards"). The discussion of expanding INTER-NOISE to 4 days concluded that the possibility of a Monday to Thursday Congress is covered by the revision to Section B1.1 of the Instructions, but will require special negotiation with the venue/hotel if the need for a 4th day is anticipated.

2. Continue to improve the value of the I-INCE website for I-INCE Member Societies and noise professionals worldwide.

The I-INCE website continues to be updated on a regular basis.

3. Monitor the work of the Technical Divisions within I-INCE to improve their effectiveness and, in particular, encourage the formation of Focus Groups within the divisions to focus on new or especially active technical subjects for which the scope is narrower than the scope of a Technical Division.

Rules Part 6: Technical Divisions were revised and approved the General Assembly on 2005 August 7

4. Through the Action Group formed in Prague in 2004 August, mount a campaign to implement the recommendations of "TSG 5: A Global Approach to Noise Control Policy," in cooperation with relevant organizations.

On 2005 August 7 the I-INCE General Assembly approved the formation of Technical Study Group 7 (TSG7) on "Harmonization and Implementation of Global Noise Policies." The Secretary General has written to the I-INCE Member Societies to seek up to three nominations from each Member Societies for TSG7.

5. Continue enhancing the financial and organizational effectiveness of I-INCE. In particular, complete and distribute a promotional brochure to past and present INTER-NOISE exhibitors.

Several changes to the draft brochure were suggested and have been incorporated. In particular permission was obtained to use the graphics and G. Daigle made the point

of contact. The point of contact will (a) be receiving the application, (b) notify the treasurer by sending the bank draft, (c) notify George to change NNI masthead, and (d) notify Bob (cc Judy) to change the web site. The final version of the brochure was printed and sent to the Secretary General for discussion during the 2006 BoD meeting. An application form was also developed for posting on the I-INCE website.

6. Continue supporting the publication of *Noise/News International* by cooperating with INCE/USA in its publication. Also, initiate cooperation with INCE/USA regarding the publication of *Noise Control Engineering Journal* to improve its content with the goal that it becomes the journal of record for engineers in the field of noise control engineering worldwide.

This is covered by a resolution that can be found in Attachment 12 in the minutes of the 2005 BoD meeting.

Additional items

The I-INCE "Vision, Mission, Goals, and Principles," have been revised and was presented to the Board on 2006 December 6. The word "dream" was replaced by "aspiration" in the preamble.

Respectfully submitted,

Gilles Daigle
I-INCE Vice-President – Development
2006 December 11

Attachment 11

Vision, Goals, Mission, and Principles

International Institute of Noise Control Engineering

PREAMBLE

The **vision** is I-INCE's ultimate aspiration for the future. The **goals** are some desired outcomes of this vision. The **mission** defines the activities to be undertaken to achieve the goals. The **principles** are the assumptions on which all activities to implement the mission are based.

VISION

Communities of the world free from the adverse effects of unwanted and/or hazardous noise.

GOALS

The goals of I-INCE are to work toward achieving a world where:

- people living near an airport, highway or railway line, etc. are able to enjoy their home environment;
- people are spared noise-induced hearing loss, are able to socialize and enjoy the sounds of music, nature, and grandchildren;
- the sounds of learning dominate classrooms, and the teacher can be easily heard;
- street sounds in city neighborhoods are non-intrusive;
- the sounds of neighbors do not disturb the tranquility within the home;
- parks provide quiet refuges where people can peacefully enjoy outdoor activities;
- employees' workplaces are free from hazardous noise, hearing is protected, communication is clear, and productivity is enhanced; and
- industrial and consumer goods are recognized by their sounds as quality products.

MISSION

I-INCE promotes the advancement of technical developments in the control of noise and vibration through engineering design and encourages the application of these developments for the benefit of the world's citizens. I-INCE provides leadership toward achieving its goals by sponsoring the INTER-NOISE series of international congresses on noise control engineering, publishing the quarterly magazine *Noise/News International*, maintaining a website, and carrying out technical initiatives on issues of international concern to noise control. I-INCE encourages cooperation with other organizations in activities related to noise control engineering, seeks to advance professionalism in the field, and makes noise control recommendations to decision makers and policy developers worldwide.

PRINCIPLES

- The adverse effects of noise and vibration on public health and on the quality of life are widely recognized and require assessment and corrective action.
- Noise control at the source (emission), as well as control along the path between source and receiver, is essential to reducing exposure to noise (immission).
- Reduction of noise from a source (emission) is primarily an engineering design challenge for the manufacturer of the source; corrective action subsequent to initial manufacture is a less desirable alternative.
- Reduction of community noise (immission) involves political, regulatory, economic, social, and consumer issues, as well as engineering considerations.
- Buyers, informed about the availability of low-noise products for the home and workplace, may stimulate competition among manufacturers to offer quieter products.
- If supported by local government, the public will seek relief from excessive community noise through legislative action.

Attachment 12

Report of the I-INCE Vice President – Global Noise Policy

The fourth in a series of Global Noise Policy workshops will be held in Honolulu during the first day of INTER-NOISE 2006. The theme of the workshop is "Implementation and Enforcement of Noise Control Policies" and will feature presentations by engineers from around the world. The panelists will focus on the implementation and enforcement of noise control regulations in their countries at local, state, and national levels. The goal of the workshop is to foster the development of an action plan leading to the adoption of a global noise policy.

Technical Study Group 5, "Noise as a Global Policy Issue," has completed its work as previously reported. The final report of TSG 5 is in the 2006 September/October issue of *Noise Control Engineering Journal*. Technical Study Group 7, "Harmonization and Implementation of Global Noise Policies," was established last year in Rio de Janeiro to continue the work of TSG 5. The reason TSG 5 was disbanded was that it was not properly balanced to represent all aspects of noise policy. The interests of the members of the new TSG 7 will represent occupational noise, community noise, and product noise.

Planning is underway for a Global Noise Policy workshop in Istanbul that will be related to the work of TSG 7. The scope of TSG 7 encourages the study group to involve in its work those non-governmental organizations (NGOs) concerned with noise and noise policy through an alliance of such organizations that may be formed under the auspices of I-INCE. The principal objective of the Istanbul workshop is to stimulate interest among the NGOs worldwide and request their support for the I-INCE initiative working for the development of a global noise policy.

The membership of TSG 7 will be reported to the General Assembly on 2006 December 3 with the request that the opportunity for Member Societies to nominate additional members for TSG 7 be left open until the end of 2006. [The General Assembly subsequently voted to leave the nomination process open until the end of 2007 January]. The composition of the membership at the first meeting of TSG 7 on 2006 December 03 does not include any members from the I-INCE Member Societies in countries within the European Union.

William W. Lang
V.P. – Global Noise Policy

2006 December 02

Attachment 13

REPORT OF VICE PRESIDENT [EUROPE AND AFRICA] December 2006

Because of personal commitments in December 2006 I will be unable to attend the Honolulu conference. The IoA Chief Executive, Mr Kevin Macan-Lind will deputise for me.

The following Notes cover matters since the Rio conference.

INCE/Europe <http://www.inceeurope.org>

Since the last Internoise in Rio, the “First International Conference on Wind Turbine Noise” with the theme, “Wind turbine noise: perspectives for control”, was held in Berlin, 17 and 18 October 2005. This was organised by INCE/Europe, in collaboration with the EAA.

The event attracted 130 delegates from 22 countries. Proceedings are available from INCE/Europe.

Arrangements are well in hand for the second such conference Wind Turbine Noise 2007 – 20 to 22 September 2007 <http://www.windturbinoise2007.org/>

This will be linked to a conference on Fan Noise in Lyon, France, 17-19 September 2007, which has also been approved as an I-INCE Symposium. www.fannoise2007.org

The First European forum on “effective solutions for managing occupational noise risks” will be held in Lille - 3-5 July 2007

<http://www.noiseatwork.eu/>

EAA

As part of my liaison duties, I attended the General Assembly of EAA held just prior to the Euronoise 2006 conference in Tampere Finland in May 2006.

For information, the Agenda is given as Annex 1 of this Report. I have a detailed 5 page report, prepared for the IoA – available on request.

Euronoise 2006

A conference report is available for download from

http://www.eaa-fenestra.org/Products/Euronoise/euronoise2006_finaldoc_eaa.pdf

A summary follows;

Euronoise 2006 was the largest Euronoise conference ever and the number of participants was much bigger than was expected. In total 582 participants from 34 countries were registered. In the exhibition 22 companies presented their products during the conference days.

The technical program covered very wide range of noise related issues. In detail it included:

- Four plenary lectures
- 42 sessions (33 structured and 9 contributed sessions)
- 22 exhibitors
- 10 parallel sessions

The abstracts of the papers are published on Supplement 1 of Acta Acustica united with Acustica, vol. 92, May/June 2006. The 368 full papers of the given presentations are published on the CD-ROM proceedings of the Euronoise 2006.

Each night the Euronoise 2006 offered social events which allowed attendees to discuss informally. On Tuesday evening the city of Tampere invited the conference attendees to the recently renovated Old City Hall. After the reception a short boat trip took conference participants to “Finnish evening”

consisting of traditional Finnish food and possibility to go to a sauna. Many people enjoyed sauna for the first time in their life and in addition swam in the lake Pyhäjärvi. The conference dinner and jazz evening was on the second night at the Old Customs House “Pakkahuone”. After a delicious buffet dinner it was time relax and listen to the local Jazz Band Olmarin Unioni. In addition, Prof. Unto K. Laine from the Helsinki University of Technology gave an interesting presentation on the sounds of aurora borealis.

In terms of number of participants, research topics, technical meetings and papers presented, the sixth edition of EURONOISE was the biggest and largest ever. Euronoise 2006 clearly showed that, as a product of the European Acoustics Association, Euronoise had confirmed to be an important international appointment for the technical and scientific community involved with noise control topics.

Euronoise 2008

A special joint EAA, ASA, SFA Forum Acusticum is planned for 29 June to 4 July 2008 in Paris.

See <http://www.acoustics08-paris.org/>

The organisers at the SFA have plans to include a Euronoise 2008 event within the larger event.

Euronoise 2009

During the 2006 EAA General Assembly in Finland, outline proposals were submitted by the Czech Republic, Slovenia and the UK. Subsequently full proposals were submitted by the UK [Edinburgh] and for Prague by the Czech Acoustical Society. A decision is expected before Internoise 2006.

Future events

It should also be noted that 2007 is a busy conference year in Europe with the ICA in Madrid, 2-7 September 2007 www.ica2007madrid.org and Internoise 2007 in Istanbul www.internoise2007.org

Bernard Berry

Vice President – Europe and Africa
November 26 2006

Annex 1

European Acoustics Association 17 th General Assembly
MONDAY 29th MAY 2006 9.00 - 17.00
Holiday Inn Tampere Yliopistonkatu 44, Tampere, FINLAND

Agenda

1. Approval of the minutes of the previous GA (Budapest, 2005)
2. Report of the Board (*M. Vorländer, L. Maffei*)
3. EAA Products
 - **Acta Acustica** (*D. Botteldooren*)
 - **Nuntius** (*B. Schulte-Fortkamp*)
 - **Fenestra** (*M. Kob*)
 - **Documenta** (*J.D.Polack*)
 - **Index** (*A. Perez-Lopez*)
4. Financial Status and Budget (*S. Santiago*)
5. EAA membership fees and Acta Acustica Journal fees (*M. Vorländer, L. Maffei*)
6. EAA Events
 - **Euronoise 2006** (*J. Scheuren, J. Hyrynen*)
 - **EAA/ASA/SFA Paris 2008- Euronoise 2008** (*M. Zakharia*)
 - **Euronoise 2009** (*L. Maffei*)
 - **New EAA conferences** (*L. Maffei, M. Vorländer*)
 - **Other events sponsored by EAA** (*L. Maffei*)
7. EAA grants 2006 and EAA Young Acousticians Program (*M. Vorländer*)
8. Technical Committees (*E. Kozaczka*)
9. Internal Regulations
 - **EAA Corresponding Members** (*M. Vorländer*)
 - **DOCUMENTA** (*M. Vorländer, L. Maffei, J.D. Polack*)
10. External relations (*M. Vorländer*)
11. New EAA members (*L. Maffei*)
12. Start of the Election procedure of the Board year 2007-2009

Attachment 14

Report of the Activities in the Pan America Region

I-INCE Board of Directors Meeting , December 2, 2006

Canada

The 2006 annual conference of the Canadian Acoustical Association was held in Halifax, Nova Scotia on October 11-13, 2006. There were two and a half days of parallel sessions of papers on all areas of acoustics and auditory perception, and an exhibit of acoustical products.

Chile

The IberoAmerican Congress on Acoustics was held in Santiago, Chile, on October 25-28, 2006. This meeting combined the Chilean Meeting on Acoustics 2006, the 2006 Congress on Engineering Acoustics (INGEACUS 2006) and the Seminar of Acoustics 2006 (SEMACUS 2006) together with the IberoAmerican congress.

Mexico

The 13th Mexican International Congress on Acoustics was held in Oaxaca, Oaxaca, Mexico on October 11-13, 2006. The Congress included presentations in all areas of acoustics including noise, architectural acoustics, and standards and an exhibition of related equipment.

United States

National Academy of Engineering recently initiated a project entitled "Technology for a Quieter America". This effort will investigate the economic and quality-of-life benefits that might be realized through a focused effort to control the negative effects of noise in the workplace, in communities, and in the home. The study committee held its first meeting in Washington, D.C. on May 1-2, 2006 and reviewed and modified the methods for gathering and assessing information related to three topics: applications of current technology, research and development initiatives for noise control technology, and intra-governmental and public relations programs. Subcommittees for each of nine study areas have been established and are beginning initial dialogue. A final report is expected from the Committee in late 2008.

Recent Conferences

- The Acoustical Society of America 150th meeting in Minneapolis, Minnesota, with INCE/USA on Oct. 17-21, 2005
- NOISE-CON 05 in Minneapolis, Minnesota, with The Acoustical Society of America on Oct. 17-19, 2005
- The Acoustical Society of America 151st meeting in Providence, Rhode Island on June 5-9, 2006
- US Transportation Research Board Committee on Noise and Vibration, ADC-40 meeting in Williamsburg, Virginia on July 9-12, 2006 with 31 presentations now available at <http://www.adc40.org/>
- The Acoustical Society of America 152nd meeting with the Acoustical Society of Japan in Honolulu, Hawaii on Nov. 28-Dec. 1, 2006

Planned Conferences

- The US Transportation Research Board Annual meeting in Washington D.C. on Jan 22-24, 2007 with noise sessions entitled: Innovative Practices in Addressing Transportation Noise Issues - Part 1 – Highways; Part 2 - Planes, Trains and Automobiles; Wayside Transit Noise Predictions Used to Supplement the FTA Noise Impact Methodology
- SAE 2007 Noise and Vibration Conference and Exhibition in St. Charles, Illinois, on May 15-17, 2007 at the Pheasant Run Resort
- The Acoustical Society of America 153rd Meeting, Salt Lake City, Utah, on June 4-8, 2007

- NOISE-CON 07 in Reno, Nevada, on Oct 20-22, 2007 at the Grand Sierra Resort and Convention Center
- The Acoustical Society of America 154th Meeting, New Orleans, Louisiana, on Nov. 27-Dec. 1, 2007
- NOISE-CON 2008 in Dearborn, Michigan, on July 27-30, 2008

Attachment 15

I-INCE Board of Directors Meeting, November 2006

Report on the activities in Asia-Pacific Region

A major activity in the region has been the series of meetings around the Pacific Ocean in November. The first joint meeting between the Australian and New Zealand Acoustical Societies was held 20 to 22 November in Christchurch, New Zealand with the theme 'The Noise of Progress'. The good participation at this joint meeting shows that the benefit of combining resources for such meetings. This was followed by the ASA/ASJ Joint meeting in Honolulu, 28 November to 2 December. Internoise 2006 then followed 2 to 6 December. It will be valuable to assess the advantages/disadvantages of such a run of conferences covering substantially the same subject matter.

An important conference series in our region is WESPAC is a broadly scoped triennial international acoustics conference, based in countries of the western Pacific, but attracting participants from around the world. Previous conferences have been held in Singapore (1982), Hong Kong (1985 and 1997), Shanghai (1988), Brisbane (1991), Seoul (1994), Kumamoto Japan (2000) and Melbourne (2003). WESPAC 9 June 26-28, 2006, in Seoul, Korea, with the main theme: "Better Life through Acoustics" was the largest of the series to date, being a 3 day conference with about 700 participants, 3 plenary lectures, 9 keynote speeches, and 496 ordinary papers. Being in Seoul, the conference attracted many Korean and Japanese papers (65% of the ordinary papers). China, USA, Russia and Taiwan also had substantial representations. In 2009, WESPAC 10 will be in China.

ACTIVE 2006 was held in Adelaide, Australia on 18 to 20 September, 2006 and featured 73 technical papers on a range of topics written by 149 authors from 17 countries. This was a most successful conference with a clear theme and focus for the papers and for the participants. .

In 2007 the relatively broad based acoustics conference, 14th International Congress on Sound and Vibration (ICSV14) is to be held 9 - 12 July in Cairns, Australia. The 2nd International Symposium on Advanced Technology of Vibration and Sound (VS Tech 2007) to be held 1 - 3 June in Lanzhou, China, is somewhat more focused in subject matter. At this stage in 2008 some major conferences are planned for our region are INTERSPEECH 2008 from 22 - 26 September in Brisbane, Australia, INTER-NOISE 2008 26 - 29 October in Shanghai, China, IEEE International Ultrasonic Symposium 1 - 5 November in Beijing, China. Then the ICA will be held in Sydney, Australia from 23 - 27 August, 2010. In addition to these conferences each of the countries has a comprehensive series of locally based meetings.

As the editor for the Asia Pacific News in Noise News International (NNI) I find it difficult to obtain reports on activities, with some international interest, from the various countries in our region. I welcome suggestions from the Board on strategies to improve communication within and without our region and also to expand the membership of IINCE to encompass other countries in the Asia Pacific area.

Marion Burgess
VP Asia-Pacific Region

Attachment 16
I-INCE Officers and Directors (2007.01.01)

Office:	Office holder:	Term (yrs.):	Ending:
President	Hideki Tachibana	5	2008.12.31
President-Elect	Gilles Daigle	5	2008.12.31
Immediate Past President	Tor Kihlman	4	2007.12.31
Secretary General	Robert Bernhard	4	2008.12.31
Treasurer	Jean Pierre Clairbois	4	2009.12.31
VP Asia-Pacific	Marion Burgess	3	2008.12.31
VP Europe Africa	Bernard Berry	3	2008.12.31
VP Pan-America	Paul Donovan	3	2009.12.31
VP Publications & E-in-C	George Maling	1	2007.12.31
VP Development	Gilles Daigle	4	2008.12.31
VP Technical Activities	Alan Marsh	1	2007.12.31
VP Global Noise Policy	Bill Lang	3	2009.12.31
Director rep. I-N 01	Tjeert ten Wolde	6	2007.12.31
Director rep. I-N 02	Raj Singh	6	2008.12.31
Director rep. I-N 03	Hee Joon Eun	6	2009.12.31
Director rep. I-N 04	Josef Novak	6	2010.12.31
Director rep. I-N 05	Samir Gerges	6	2011.12.31
Director rep. I-N 06	David Holger	6	2012.12.31

Attachment 17
Proposal for Permanent Technical Secretariat

INSTITUTE OF NOISE CONTROL ENGINEERING
of the United States of America, Inc.

DATE: January 25, 2015
TO: International Institute of Noise Control Engineering, Board of Directors
FROM: Pam Reinig
Director, INCE-USA Business Office
SUBJECT: Technical secretariat for future Congresses

The INCE-USA business office (IBO) proposes to be the technical secretariat for future Inter-Noise Congresses. We believe that our expertise in managing English-language technical communications for a host of academic and professional clients in general, and publications for noise control engineering in particular, makes us ideally suited to undertake this responsibility. In addition, we can provide a comprehensive suite of meeting support services more cost-effectively than private or third party vendors.

The IBO has for several years provided design services for *Noise News International*. We have also recently been responsible for production of the *Noise Control Engineering Journal*. With regard to event planning and management, we have coordinated three Noise-Con events and Inter-Noise 2006, providing a full range of services including on-line registration, web site management, electronic submission of abstracts/papers, publication of proceedings, production of abstract booklets, and all hotel arrangements.

As Congress secretariat, we are prepared to provide any or all of the following services:

- Website development and administration
- On-line registration and confirmation
- Database development for abstract submission
- Review and copy editing of abstracts
- Email correspondence (including deadline notifications) to participants for conference registration and the receipt and acceptance of abstracts and papers, etc.
- All official correspondence (e.g., letters of acceptance)
- Management of submitted papers, including comparison with original abstract and substitutions (if necessary)
- Design and production of abstract booklets
- Design and production of all Congress marketing materials, including signage, programs, and name badges
- Publication of proceedings

The scope of the technical secretariat's responsibilities can be broadened to include comprehensive Congress management, i.e. all of the technical support responsibilities stated above plus supervision of hotel and conference facilities arrangements, including food and beverage services, audio-visual equipment, and on-site transportation. Based on the level of services provided, the secretariat will also provide between two and four on-site workers to assist with Congress management, with expenses to be included in the secretariat fee.

The technical secretariat would assess a flat fee based on the services provided. An estimate is difficult to provide here. However, for Inter-Noise 2006, use of IBO for all secretariat services resulted in a 22% savings of the amount budgeted for this expense.