

**International Institute of Noise Control Engineering (I-INCE)**

**MINUTES OF THE 45th MEETING OF THE  
I-INCE BOARD OF DIRECTORS**

**Saturday, 2019 June 15; 13.00 – 18.30  
Hotel Novotel Madrid Campo de las Naciones, Madrid**

**Wednesday 2019 June 19, 18.00 – 20.15  
Palacio Municipal de Congress – Campo de las Naciones, Madrid**

Board Members Present:

Marion Burgess	President (2017 - 2019)
Robert Bernhard	President-Elect (2017 - 2019)
Joachim Scheuren	Immediate Past President (2017 - 2019)
Paul Donovan	Secretary-General (2016 - 2019)
Douglas Manvell	Treasurer (2016 - 2019)
Catherine Lavandier	Vice President Europe Africa (2019 - 2021)
Yeon June Kang	Vice President Asia-Pacific (2018 - 2020)
Davi Akkerman	Vice President Pan-America (2019 - 2021)
Otto von Estoff	INTER-NOISE 2016 (2017 - 2019)
Li Cheng	INTER-NOISE 2017 (2018 - 2020)
Charles Mortiz	INTER-NOISE 2018 (2019 - 2021)
Stuart Bolton	Director at Large (2019 - 2021)
Kohei Yamamoto	Director at Large (2015 - 2019)
André Fiebig	Director at Large (2018 - 2020)
Luigi Maffei	Vice President, Development & Outreach (2016 - 2019)
Patricia Davies	Vice President, Technical Activities (2018 - 2020)
Steve Hambric	Vice President, Rules and Governance (2019 - 2021)
Joe Cuschieri	Vice President, Communications and Webmaster (2018 - 2020)

Board Members Absent:

David Holger	Distinguished Board Member (2019)
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1. **Opening.** President Marion Burgess opened the 45th meeting of the I-INCE Board of Directors at 13.30 on 2019 June 15. The President acknowledged two new members of the board Catherine Lavandier Vice President Europe-Africa and Charlie Mortiz INTER-NOISE 2018. It was noted that David Holger had a travel conflict that precluded his attendance.
2. **Approval of the Agenda.** Marion reviewed the *agenda* and it was approved.
3. **Approval of the Consent Agenda.** Marion reviewed the consent agenda and it was approved.

#### **4. Report of the Secretary-General on the affairs of I-INCE (Donavan)**

The Secretary-General Paul Donovan called for any revisions to the minutes of the 2018 Board meeting. Receiving none, the minutes were accepted as presented.

Paul reviewed the *Action Items* from the 44<sup>th</sup> Board of Directors meeting. The status of these are added to the Report of the Secretary-General. A category of “on-going” has been added to the Action Items list to capture those items that continually recurring.

With respect to membership, Paul noted that in the *Secretary General Report*, two Member Societies are withdrawing from I-INCE, NALS from Germany and ASME NCAD from the United States. He also reported that there is an application in progress for the Asociación de Acústicos Argentinos (AdAA) for changing their status from Observer to Member Society. Tunisian Society of Industrial Acoustics and Vibrationis thought to be interested in becoming an Observer Affiliate of I-INCE, however, their organizational bylaws have still not been received. Paul also informed the Board that he will work with the Website, Joe Cuschieri, to get information about membership posted on the I-INCE website.

Paul also reported that having current information on email contacts for the Member Societies is still problematic even though the President, Treasurer, and Secretary General attempt to maintain an updated list in a Drop Box account. Roughly, one-third of the emails sent out the Member Societies regarding the General Assembly meeting bounced back. He will identify those needing new information.

#### **5. Report of the Treasurer on financial matters of I-INCE (Manvell)**

The Treasurer Doug Manvell reviewed some points from his submitted *Treasurer's Report*. The audited income and expenses for 2018 showed that expenses exceeded income by 2,856.25€ compared the budgeted loss of 10,720€ due to the written-off loss from outstanding dues. He also reviewed the Assets Statement which shows that I-INCE has more money than last year and that the credits are more like those of previous years and unlike 2017.

Doug then reviewed the budget for 2019 with its comparison to the current status. He noted that only two Member Societies have not paid their 2019 dues, the Slovenian Acoustical Society and INCE/USA. I-INCE still owes money to INCE/USA offsetting the 2019 dues. He noted that having all the other Member Societies pay their dues by this time was good, especially with the deadline for the General Assembly moved forward by two months. He thanked everyone who helped in making this happen and particularly, the Regional Vice Presidents. Doug noted that the situation with INCE/USA will be resolved once the financial report on NNI is received. He noted that more income than budgeted is expected from INTER-NOISE 2019 and NNI expenses are also lower due to reduced travel costs for INTER-NOISE 2018. His projection is that I-INCE will have slightly more profit than was shown in the original budget. He cautioned that there may be some additional legal and tax expense associated with the formal registration of I-INCE in Switzerland.

Doug said that the Executive Committee recommended allocating about 50% of the I-INCE equity to investment to enable higher financial returns that could provide extra income for scientific support. The strategy outlined was to use I-INCE expected income to cover the long-term commitments to expenses and use the additional income for specific, non-recurring scientific support initiatives that are approved by the Board.

Marion further reported on the findings of the *Budget Strategy Committee*. It was proposed that regular budgeting for Technical Study Groups should be suspended due to inactivity, as well as the I-INCE Symposium and the I-INCE Lecture. Regarding the TSGs, there was no concern about suspending them, but rather about providing meeting rooms at INTER-NOISE for small groups and was deferred for consideration in the Congress Guidelines. There was considerable discussion about the I-INCE Symposium and whether or not it should automatically be budgeted each year or considered on a case-by-case item for budgeting in the following year based on any requests received. In regard to the I-INCE Lecture, it was pointed out that the hit rate on YouTube has been low for the previous lectures and the cost for developing the lecture into YouTube format was high. It was suggested that video recordings of all plenary lectures at an I-INCE Congress could be made and put on the website with little editing. This could be left to the Congress organizers. Regarding the Conference Database included in the Committee report, the Webmaster noted that although he has not actually monitored the number of hits formally, his impression is that the usage is quite low. Further discussion on this topic was deferred to the report of the Webmaster later in the agenda.

For 2020, there were two changes to the funds requested in the Treasurer's Report. The first was a cleric correction to the request from the Vice President Technical Activities for support of the Young Professional program and request was for 14,500€ instead of the 13,500€ approved last year. The request for support of the International Year of Sound has been increased from 5,000€ to 10,000€. For 2020, the income from INTER-NOISE 2019 is expected to increase from previously 20€ per participant to 30€ per full paying participant. As a result, he proposed not changing the membership fees for 2020. He then reviewed the initial proposed 2020 budget, deferring the detailed discussion of specific budget increases until the reports by the respective officers. The proposal to not change the fees for 2020 was approved by the Board. There was then considerable discussion about investing some of the I-INCE assets into accounts that would generate some income. Two of the issues were: would income from investments change I-INCE's tax status, and what level of risk in investments is appropriate for I-INCE. This led to the formation of an investment committee consisting of the Treasurer Doug Manvell, Steve Hambric, Charlie Mortiz, and Joachim Scheuren. Charlie was tasked to lead the committee. The committee was charged with providing a preliminary report within six months.

On Wednesday night, Doug reviewed the latest version of 2020 I-INCE Budget. It was noted that the Future Congress Planning Lunch was well attended, dynamic, and productive and should continue on the 2020 budget. During the Congress, Marion, Patricia, and Bob spoke with Jean Turret, the organizer of the planned Quiet Drone Symposium. Jean will take into account the concerns voiced by I-INCE and will develop a modified proposal that will not be tied to Forum Acusticum. He also said that he was not so much interested in financial

support from I-INCE but more in an I-INCE endorsement. If I-INCE did financially contribute to the symposium, the upper limit would be 5,000€ already budgeted for an I-INCE Symposium, so it remained in the budget pending the revised proposal from Jean. The revised proposal will be reviewed and decided on by the Executive Committee and Patricia once it is received. For the International Year of Sound, 10,000€ is budgeted and intended for the production of the video discussed in Agenda Item 14. It will remain at that level or less pending further discussions with the producer.

As a result, in the 2020 budget was approved with expenses exceeding income by about 14,705€

For the 2021 Budget, two items needed to be considered due to timing and advertising: the I-INCE Symposium and the amount of the Young Professionals support. For the Symposium, after discussion it was decided to retain the 5,000€ in the 2021 budget. To address some of the concerns about the symposia, including financial accounting and documenting the technical content, the guidelines are to be reviewed and revised accordingly by a subcommittee of Patricia, Bob, and Steve. Support for the Young Professional will remain at the 2020 amount of 13,500€

For the 2019 auditor position, it was noted that the 2018 auditor, Gijsan van Blokland will be on the Board as of January 1, 2020 and as a result cannot provide this service for the 2019 financial year. Marion had contacted Norm Broner about performing this duty. Norm is a past Board member (2015-2017) and was the chair of INTER-NOISE 2014. Norm also has financial management experience from running his own business. He was then approved as the auditor of the 2019 of I-INCE finances. He can also fulfill this function for 2020 if requested by the Board at the 2020 meeting. This was unanimously approved.

## **6. Report on INTER-NOISE 2019**

Antonio Pérez-López, the President of INTER-NOISE 2019, provided an update on the *Madrid Congress*. Antonio reviewed the submitted report noting that there were 1,130 total registrants with 270 being students, and 53 accompanying persons. The largest number of participants were from Spain making up 12 percent of the total. He noted that the highest number of the 894 papers fell into the category of Architectural and Building Acoustics followed by Environmental Noise. For the exhibition, the Congress has 55 paid and 63 total booths. Three short courses were planned, however, the instructor of one of those was unexpectedly unable to come. Antonio reported that there were five meetings held in conjunction with the Congress.

At the Wednesday evening Board Meeting, Antonio gave a short wrap up report on the Congress. The total number of participants was 1070 with an additional 51 accompanying persons. Student participation was 281. He also provided preliminary financial information on the Congress. There was some question as to whether the Congress or I-INCE pays the expenses for the Pre-FTCP meeting. Although it is stated in the Congress Guidelines, organizers are apparently not clear on this especially with two FTCP events, one of which I-INCE funds. For the Pre-FTCP meeting, there was discussion about having the meeting mid-morning to avoid food expenses.

The 2019 Congress Evaluation Committee was formed. Steve Hambric was asked to serve on it for continuity and his involvement with the Congress Guidelines. The recent past Congress chairs, Li Cheng, Co-President of INTER-NOISE 2017, Charlie Moritz Co-President of INTER-NOISE 2018, and Otto von Estoff, were asked to and agreed to serve on the committee and Charlie agreed to be the chair.

#### **7. Report of the Congress Selection Committee (Bernhard)**

For INTER-NOISE 2022, there were two formal proposals from the Europe-Africa Region. The first proposal was made by the Committee of Acoustics of the Polish Academy of Sciences for the congress to be held in *Kraków, Poland*. The proposed dates were 28-31 August with the congress to be held in the downtown conference center. There were concerns about the capacity of the proposed venue as it would only be able to accommodate 15 parallel technical sessions. However, if additional rooms were required, there are some adjacent hotels that could be used. It was judged to be a very acceptable proposal as the fees and hotels costs were reasonable and the venue was close to downtown. The second proposal was made by the Institute of Acoustics from the United Kingdom to be held in *Glasgow, Scotland* for the dates of 20-24 August 2022. The IOA proposed that the Congress would be held in conference center close to downtown. This venue had also been proposed previously and there were concerns at that time about the size of the venue relative to the expected participation for a congress. To address this potential problem, the organizers could use space in an adjacent hotel accessed via walkway from the conference center. As with the Kraków proposal, this proposal was very acceptable, again with close access to downtown. International air travel to either proposed cities would likely require transfers from other airports. After discussion, the CSC recommended that the IOA Glasgow proposal be accepted by the Board. Some of the reasons for Glasgow were the level of planning of the technical program that had already been done and the fact other Europe societies have held conference in Kraków fairly recently. The Board accepted the recommendation of the CSC for INTER-NOISE 2022 to be held in Glasgow.

For INTER-NOISE 2023, there was only one informal proposal from the Asia-Pacific Region, and it was for *Chiba, Japan*. This was proposed jointly by INCE-Japan and the Acoustical Society of Japan to be held 20-23 August 2023. Chiba is in metropolitan Tokyo and accessible by train from two international airports. The venue appears to be suitable with accommodations within walking distances. The decision was made to invite INCE-Japan and the Acoustical Society of Japan back for a formal proposal next year in Korea.

Steve Hambric discussed his *General INTER-NOISE Website Update* report. He presented a common shell for INTER-NOISE websites as will be used for INTER-NOISE 2021. The shell can be accessed via <https://internoise.n3zvjnsd-liquidwebsites.com/>. It features templated dropdown menus listing items common to most Congress websites and a scroll feature for more information. Steve recommends continuing with the company that produce the template, Wholesale Creative, and requests \$3,000 US to be budgeted annually for their services in maintaining the website and doing some more development. The website is “mobile ready” and can generate link on a mobile phone eliminating the need for a separate

App. Steve recommended that the \$3,000 US fee be passed on to the Congress organizers beginning with INTER-NOISE 2022 as it saves money for them in building a new website.

#### **8. Decision on Geographical Region for INTER-NOISE 2024 (Bernhard)**

Bob recommended that the normal rotation informal proposals would be invited from the Europe Africa INTER-NOISE 2024. There were no objections.

#### **9. Reports on the INTER-NOISE Congress Series**

INTER-NOISE 2020. Semyung Wang, the General Chair of *INTER-NOISE 2020* reviewed the plans for the Congress to be held 23-26 August 2020 in Seoul, Korea. The Congress will be held at the Coex complex which is about a one-hour limousine ride from the Incheon International Airport. During the presentation of the registration fees, it was noted that the student fee was somewhat higher than typical for an INTER-NOISE Congress. Semyung said that the organizing committee will consider if it can be reduced. The budget presented was based on 1,000 registrations and income exceeds expenses by \$71,656 US. For I-INCE Board members, they recommended staying at the InterContinental Seoul Coex which is directly connected to the Coex Mall and some of the I-INCE meetings will be held there. There are many eating options in the mall and lunch is not planned to be provided as part of the Congress. Semyung stated that the 1,000 participants were used for the budget, however, they are expecting about 1,200 and that they are expecting about 30% students. The cost of the banquet will be \$120 US. They agreed to provide activities for accompanying persons on two days and that they will provide a small room for accompanying persons to meet.

INTER-NOISE 2021 – The Acting President of INTER-NOISE 2021, Jim Thompson, reviewed the plans for *INTER-NOISE 2021* to be held in Washington D.C. 1-4 August 2021. The venue for the Congress is the Marriott Wardman Park Hotel north of downtown Washington, D.C. The Congress is co-organized and co-hosted by INCE-USA and ProAcústica/Sobrac. In discussion of the midweek social event, Jim stated that the “Congress Banquet/Reception” will actually be a reception, but the options for it have not been decided yet. It was pointed out that the 28<sup>th</sup> International Congress on Sound and Vibration is scheduled for 25-29 July 2022. However, it was stated that INTER-NOISE 2021 could not be moved at this time to a different date to avoid the close timing. Jim agreed to be aware of that and consider it in the promotion of INTER-NOISE Congress. Concern was expressed about the relatively high registration fee compared to previous congresses. Jim said that it could be reduced by returning to a banquet concept, however, they will continue to evaluate other ways of reducing the fee. There was concern expressed about meeting the projected number of attendees given the visa difficulties for some, particularly Chinese, however, Jim thought this would not be a major impact and it is difficult to predict the situation for 2021. Concern was expressed about the student registration fee being \$50 lower than that for INTER-NOISE 2020, however, only remedy at this time would be to raise to match 2020. After some discussion about the pros and cons of a banquet versus a more inclusive reception, the organizers will keep their plans for a reception on Tuesday night. In regard to a Session Chairs Dinner, it was left open whether that could be replaced with a meeting as planned for INTER-NOISE 2019.



## **10. Report of the Nominating Committee (Scheuren)**

Joachim Scheuren, Chair of the *Nominating Committee*, reported on proposed changes to the officers and director positions. There were two new people nominated to Board positions, Gijsjan van Blokland as VP Development and Outreach and Antonio Perez-Lopez as Director, INTER-NOISE 2019. Following the normal succession, Bob Bernhard will be the President for 2020 and Marion Burgess becomes the Immediate Past President. To fill the vacancy in the President-Elect position, Luigi Maffei was nominated for the term from 2020 to 2022. Joachim pointed out that the nomination of Luigi follows the informal precedence of rotation of the Presidency through the three geographical regions. Doug Manvell was nominated for a second term as Treasurer. Paul Donovan was nominated to a partial second term from 2020 to 2021. The intent of the shortened term was to facilitate a future transition of the Secretary General duties to a new person to be identified later by the Nominating Committee with sufficient time for the future nominee to work with Paul before assuming full responsibility for position. Joachim also noted that although Doug and Paul serve on the Nominating Committee, neither were included in the nomination discussions for filling their own Treasurer and Secretary General positions. In addition to these positions, the Director-at-Large for Asia-Pacific will be elected by the General Assembly at that meeting. Otto von Estoff was nominated to serve a one-year term as a Distinguished Board Member to assist in the future transition of the Secretary General position by working on the member database and other functional tools. Marion then nominated Joachim Scheuren to be a Distinguished Board Member for 2020 to finalize and report on the legal registration and tax duties for I-INCE. Joachim will also help with the I-INCE involvement in the planning the celebration of the 50<sup>th</sup> INTER-NOISE Congress to take place during the 2021 Congress. The report of the Nominating Committee was accepted by the Board as written thereby electing all of the proposed candidates to the positions identified in the Nominating Committee Report.

The 2020 Nominating Committee appointed by President Marion Burgess had the same composition as the 2019 Committee: The President, Past-President, President-Elect, and Secretary General. This was approved by the Board.

## **11. Report of the I-INCE Vice President - Rules and Governance (Hambric)**

Steve Hambric reviewed his report on I-INCE *Rules and Governance*. He noted that there are two minor editorial changes to the Bylaws and one amendment to the Duties and Responsibilities of the I-INCE Officers and Directors and two appendices added. Two clarifications were added to the Congress Guidelines; one that a 20-minute break between sessions is required, and two, that Appendix 2 was revised to remove redundancies and add clarity. Two new Appendices have been added; a budget template and a document revision log. It was asked that all of these changes be approved en masse. It was recommended that the Guidelines contain a single number limit of either 6 or 7 presentations allowed in row without a break. Steve will develop a revision for the next Board meeting. The revisions were all approved.

## **12. Report of I-INCE Vice President - Technical Activities (Davies)**

Patricia Davies reviewed the status of activities and issues presented in the *Technical Activities Report*. Patricia noted that the TSG 10 Buy Quiet final report is available and encouraged the Board members to read it and provide any comments. With the completion of this report, there are no other active TSGs. In regard to the Future Congress Technical Planners (FCTP) Meeting, she noted that the turn out for the meeting in Chicago was again low and may be due to conflicts with Congress technical sessions even though it was a lunchtime meeting. A lunchtime meeting was also held in Madrid. In regard to the 2020 Young Professionals program, she requested that the budget for grants remain at 12000€ with the allocation for the Young Professionals Workshop being increased to 2500€ (see below for the resulting discussion). The Practice of Noise Control School for 2019 will be similar to the 2018 School and 38 people expressed intent to participate in it for 2019. For the Young Professional Workshop, Patricia said that she is trying to make this more interactive with the participants and will be doing mostly panel discussions instead of more formal presentations.

There was one application for the I-INCE Symposium funds to help support the Quiet Drones 2020 Symposium organized by INCE-Europe and the French Center on Noise Information (CidB). It was noted that the French Acoustical Society was not involved in the planning of this event and there is a potential that the symposium will detract from the European Forum Acusticum which will also occur in France. Rather than funding the requested 4500€, it was pointed out that lesser amount could be provided or that endorsement by I-INCE could be done with no funding. There was considerable discussion about level of support that I-INCE should provide although there was a consensus that should be less than 4500€. It was decided that there was not enough information for the Board to make a decision during the Board meeting and it was left for the Marion, Patricia, and Catherine to investigate the request further. Patricia noted that there will be an I-INCE Lecture at the current Congress, but none is proposed for INTER-NOISE 2020.

Doug then reviewed the requested budget for Technical Activities. Although 14,500€ was requested for support of the Young Professionals Program, Patricia recommended not increasing the 2020 allocation beyond the 13,500€ in the 2020 budget due to lower than expected costs for the program in Madrid. She acknowledged that the 2,500€ requested for the Practice School and 2000 € for the Future Congress Planning lunch should remain in the 2020 budget. These were agreed to.

### **13. Report of the I-INCE Vice President – Communications and Webmaster (Cuschieri)**

Joe Cuschieri, VP Communications and Webmaster, was asked specially to review the NNI finances included in the *Communications and Webmaster Report*. Joe explained that revenues and expenses for calendar 2018 are actual and complete. For 2019, it is combination of budgeted items and actual revenue and expenses as the year is not complete at the time of the Board meeting. For 2020, the estimated budget is based on recent historical performance. In 2019, there was an unexpected expense for hosting the website. The hosting service recommended immigrating the website to a new server to improve reliability and security. Also included in this cost was an extension contract for hosting the website for the next five years. It was pointed out that the advertising revenues for 2019 were also reduced to \$1,000 US from \$3,000 as previously projected. It was commented that in the



future, unexpected revenues and expenses should be communicated to I-INCE as they occur as both INCE-USA and I-INCE are equal partners in this joint venture.

#### **14. Report of I-INCE Vice President – Development & Outreach (Maffei)**

At the 2019 I-INCE Board Meeting, the VP Development & Outreach, Luigi Maffei was charged with developing a position paper on the regional rotation of INTER-NOISE Congresses. This was completed and he reviewed the analysis and recommendations of the *Inter-Noise Cycle* report prepared by himself and Joachim. He noted that there is no strict rule on the rotation cycle except that there should be at least one INTER-NOISE in each geographical region every four years. However, since 2003, the rotation has been one in each region in three years. This has created a situation in which INTER-NOISE Congresses in Europe have occurred in the same year as IAC Congresses in Europe. This has occurred three times since 2001. From his analysis, Luigi found that participation in INTER-NOISE Congress is highest when they are held in the Europe-Africa and Asia Pacific regions. He presented two scenarios that would meet the I-INCE rule but provide fewer Congresses in the Pan American region over longer periods of time. For the short-term Luigi proposed a one-time shift in the current rotation to eliminate the conflicts with IAC conferences held in Europe by interjecting a Europe-Africa Congress in 2024 instead of the current pattern under which it would be held in Pan America. At this time, a permanent change in the rotation is not proposed. This disturbance will impact the regular schedules of NOISE-CON in the USA and Euronoise in Europe. However, it was confirmed with INCE-USA and the EAA that this is not a problem. Under the proposal, it is assumed, but not confined, that INTER-NOISE 2025 would be in Pan America, 2026 in Asia-Pacific, and 2027 in Europe-Africa. The one-time adjustment was approved by vote of the Board.

In his report, the *VP Development & Outreach*, Luigi Maffei, presented further statistics on participation in INTER-NOISE Congresses. He found that four countries, US, China, Japan, and Germany have had the greatest numbers of participants in the last six congresses. He identified less developed and developing countries from which a very limited number of attendees were from. He suggested that I-INCE may want to consider addressing these countries with on-site courses or seminars, communication on noise control topics, and I-INCE Congress participation awards. Luigi was charged with considering this further and possibly to come back to the Board with a recommendation on outreach to such countries.

Davi Akkerman reported that there had been no new activity on Sustaining Membership. There was discussion on the term “sustaining”, however, it was concluded that the term is sufficiently well institutionalized in most member Societies that a different name was not needed. To assist in progress on Sustaining Members, a subcommittee of Davi, Charlie Mortiz, Marion Burgess was formed.

- 15.** Also under Development and Outreach, Marion reported on the *International Year of Sound 2020*. She reviewed the activities organized by the IAC and other International Affiliates of ICA which includes INTER-NOISE 2020. She presented an option for sponsorship that the I-INCE Board could consider. This would be a 5 to 7-minute video on how sound influences peoples’ lives. The cost for producing this video would be 10,000€ This would give I-INCE visibility in the International Year of Sound project and I-INCE could possibly have some

influence in the content of the video. It could also be posted on the I-INCE website. No decision was made at the meeting pending finding out more information on the project and recommendation from the Executive Committee.

**16. Report of I-INCE Vice President – Europe-Africa (Lavandier)**

Catherine Lavandier, VP Europe-Africa, submitted her report on activities in the *Europe-Africa Region*. In her report, she included the information on rules for the protection of personal information. It was noted that there are two issues, one is the use of personal data for future marketing of I-INCE activities and the second is that personal data is included in the Congress Proceedings. Catherine and Steve were tasked to develop the wording for the question about marketing to I-INCE activities and this needs to be completed before the end of the year so that the organizers of INTER-NOISE 2020 can include it on their congress registration page. The second issue is currently only needed for congresses organized by countries in the European Union. Catherine and André were tasked with developing this wording. It was suggested that the wording used for the recent IAC Congress be considered for both purposes.

**17. Report of I-INCE Vice President – Pan America (Akkerman)**

Davi Akkerman, VP Pan America, submitted his *Report on the Pan America Region* in the Consent Agenda. Davi was very recently contacted by the Asociación de Acústicos Argentinos (AdAA) regarding their application for I-INCE Member status. Due to current financial considerations, they will postpone their application until probably next year. He also has been in contact with the two acoustical associations in Chile, and one has expressed interest considering membership in I-INCE.

**18. Report of I-INCE Vice President – Asia-Pacific (Kang)**

Yeon June Kang, VP Asia-Pacific, submitted his *Report on the Asia-Pacific Region* in the Consent Agenda and had no further comments to add.

**19. Other Business**

**Report on the history of I-INCE project (Scheuren/Bernhard)**

Bob reported that he is still pursuing the concept using Rich Peppin's interview with Bill Lang with some additional interviews that could be assembled and linked to the I-INCE website. Joachim also stated that he expects more historical information to be generated for the 50<sup>th</sup> Anniversary celebration in conjunction with INTER-NOISE 2021. This will be a continuing effort.

**Travel Support**

Marion reported that there was no request for travel support.

**Other Concerns**

Steve brought up the subject of the Congresses out growing the current 2½ day model given the expansion in the number of papers. Accommodating more papers could require more meeting rooms limiting the choice of venues or expanding the days of the Congress. Some relief in the short term could be more utilization of Wednesday afternoons. A subcommittee

of Patricia, Steve, and Luigi was formed to layout the different options to deal with increased papers.

**Acknowledgement of Directors and Officers**

Marion thanked Kohei Yamamoto for his contributions to I-INCE for the past five years. She also thanked Joachim Scheuren who has served I-INCE for 9 years as President-Elect, President, and Past President.

**20. Close of the Meeting**

The Wednesday meeting was adjourned 19:30.

Respectfully submitted,

Paul Donovan  
I-INCE Secretary General