

## MINUTES of the I-INCE Board of Directors Meeting November 2020

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Time: 12/13 November 2020; 06:00 – 08:00 (Seoul, 13Nov), 22:00 – 24:00 (Rome, 12 Nov), 16:00-18:00 (New York, 12 Nov)

Location: Via Zoom video conference

Board members present:

|                      |                                  |             |
|----------------------|----------------------------------|-------------|
| Robert Bernhard      | President                        | 2020 - 2022 |
| Luigi Maffei         | President-elect                  | 2020 - 2022 |
| Marion Burgess       | Immediate Past President         | 2020 - 2022 |
| Paul Donovan         | Secretary General                | 2016 - 2021 |
| Doug Manvell         | Treasurer                        | 2016 - 2023 |
| Catherine Lavandier  | Vice President, Europe-Africa    | 2019 - 2021 |
| Davi Akkerman        | Vice President, Pan America      | 2019 - 2021 |
| Gijsjan van Blokland | VP, Development & Outreach       | 2020 - 2022 |
| Steve Hambric        | VP, Rules & Governance           | 2019 - 2021 |
| Li Cheng             | Director, INTER-NOISE 2017       | 2018 - 2020 |
| Charlie Moritz       | Director, INTER-NOISE 2018       | 2019 - 2021 |
| Antonio Perez-Lopez  | Director, INTER-NOISE 2019       | 2020 - 2022 |
| André Fiebig         | Director-at-Large, Europe-Africa | 2018 - 2020 |
| Stuart Bolton        | Director-at-Large, Pan America   | 2019 - 2021 |
| John Davy            | Director-at-Large, Asia Pacific  | 2020 - 2022 |
| Joachim Scheuren     | Distinguished Board Member       | 2020        |

1. Call to order and opening remarks from the President. (Bernhard)  
President Robert Bernhard began the meeting at 06:00 (Seoul).
2. Approval of the Agenda (Bernhard)  
The agenda was accepted as written (Attachment 1)
3. Future Congresses Committee update (Luigi)  
Committee Chair and President-Elect Luigi Maffei presented the preliminary report of the Future Congresses Committee (Attachment 2). Luigi noted the majority of survey respondents (64%) preferred an in person Congress (Question 6) once Covid-19 is over and travel restrictions are eliminated. In a related question (Question 7), 63% responded that they would participate if the Congress was only an e-congress with no on-site participation. The initial conclusion is that the next four Congresses at least should be planned to be hybrid. President Bernhard noted that in discussion with the organizers of INTER-NOISE 2023 in Japan, they were concerned that for a hybrid congress, only people from Japan would attend in person. Based on findings of the Committee report, Bob suggested to them the Congress will still likely see significant out-of-country participation in person. Luigi noted that the fee structure is still an open question. In open discussion, several thoughts and experiences were shared:
  - The hybrid system is most expensive option
  - Consider having the Congresses hosted at University campuses to lower costs
  - Video congresses tend to be more spread out in terms of days with fewer hours per day

4. INTER-NOISE 2021 update (Raj Singh)

Raj discussed the presentation of the update on INTER-NOISE 2021 (Attachment 3). They are currently planning on a hybrid format. He noted the issue of holding the live electronic component over more days to accommodate the world time zones versus the live component which would be shorter. The selection of a vendor for the e-platform is still an open question and cost is an important issue. With the lack of experience with hybrid congresses, Raj noted that there will be quite a bit of experimentation on the events started in slide 6 of his presentation. He noted that they need more people to organize secessions and to solicit papers. Raj sees the Congress as two meetings run simultaneously and coupled together, one live and one virtual with the virtual component running over a longer time period. He said that some components such as the opening ceremony and keynote talks would be live stream only for the benefit of the in-person attendees. There was considerable discussion about finalizing some of the plans soon and possibly making the decision to go full virtual quickly. Bob pointed out that the hotel contract is still an issue and if the decision for virtual is made before the hotel releases IN2021 from the contract there would be a substantial financial penalty, possibly \$200,000 USD. Raj said that they are currently estimating 300 participants for the live component and 700 for the virtual component.

5. Sustaining member follow-up (Akkerman)

Building on his report from the previous Board meeting in August, Davi was able to produce a short strategy video produced by his company (Attachment 4). From previous discussions with Davi, Doug Manvell had four points:

- An I-INCE mission statement is needed
- A list of the current benefits for Sustaining Members is needed
- Determine what (new) benefits could be added
- The target audience needs to be determined and contacts identified

It was noted that Sustaining Members include only companies, however individual memberships could be considered in the future. It was decided that developing a mission statement and soliciting Sustaining Memberships should be done in parallel.

6. Posting of INTER-NOISE papers on university repositories and research websites (Hambric)

Steve discussed more general issues regarding sharing and storing information from virtual I-INCE Congresses. With video conferences and no memory sticks given out at congress, some repository of the papers is needed. Similarly, a repository of video presentations is needed. There are also issues regarding registration including multiple use of a registration and connection to the Congress website. These will be addressed for INTER-NOISE 2021.

John Davy reiterated the issue on posting papers on university repositories and research websites for work done at their organizations. John agreed to develop a statement to be considered to be added to the Congress Guidance document as well as to review the current copyright statement for papers.

7. I-INCE History project (Bernhard and Scheuren)

Bob reported that all the minutes of the I-INCE Board meeting are scanned and on the I-INCE website along with the General Assembly minutes starting from 2000. Bob offered to post his INTER-NOISE 2018 paper on Bill Lang's contributions. He will send it to the Board for feedback as to whether it should be posted as is or if it needed to be rewritten. Bob and Joachim also want to continue with the interviews of the founding and other early members of I-INCE. Bob will follow-up with Rich Peppin on completing this series.

8. Draft I-INCE mission statement (van Blokland)

Gijsjan reported that he had reviewed Bill Lange's 2004 I-INCE Mission Statement and found it well written, but rather long. He then discussed the report he had prepared for the Board (Attachment 5) with proposed mission and vision. To support the Vision, he proposed four strategies included in his report. It was suggested that the word "silent" in the mission statement be changed to "quiet". This led to an extended discussion about the replacement word. The word "people" was also questioned as I-INCE does not deal with people per se, but rather Member Societies. A committee was formed to work with Gijsjan consisting of Marion Burgess and Charlie Moritz.

9. Congress Evaluation Committee report (Perez-Lopez)

Paul Donovan will circulate the PowerPoint prepared by the Committee (Attachment 6)

10. Other Business

Joachim Scheuren reported on the progress toward proper registration of I-INCE in Switzerland. Currently, the expectation is that I-INCE will need to pay capital taxes on the last five years and possibly for ten. They also are still requesting all I-INCE documents be supplied in German. If this is not required, I-INCE should be able to be registered and to obtain a tax number. The next step is to determine if I-INCE fulfills the requirements for tax-free status.

Charlie Mortiz committed to making a report on the progress of the Finance Committee at the next Board meeting.

President Bernhard thanked Joachim Scheuren for his contributions to I-INCE over his 9+ years of service. He also acknowledged the end of André Fiebig's term on the Board with the hope that he will be seen on the Board in the future. Bob also acknowledged Yeon June Kang and Otto van Estorff for their work on the behalf of I-INCE during their terms on the Board.

11. Closing (Bernhard)

President Robert Bernhard closed the meeting at 0800 (Seoul)

Respectfully submitted,

Paul Donovan  
I-INCE Secretary General