

**ISB EC Meeting. April 8, 2013. Cambridge, UK.  
Public Minutes.**

**Present: Pascale, Moni, Marc, Terri, Alex, Claire, Chisato, Mike.**

1. Budget 2013 and Financial needs.

Idea was raised about hiring an administrative assistant person, to deal with membership, managing websites, posting jobs, someone who is also a curator, and who can serve as a social media/newsletter person, and can be in charge of voting. Alternatively, suggestions to ask for volunteers, emailing the membership and requesting interested members to contribute (donate) their time.

Ideas about efficiently and usefully spending ISB's money:

- sponsor small, regional meetings; they would have to write a report to the newsletter; these micro-grants would help regional groups come together
- contribute financially to a GOBLET meeting.

Action point:

- create a form to apply for micro-grants.

2. Elections

Election will happen in mid-July or beginning of August.

3. The Annual Conference.

Timing: Japan's scientific grants cycle works from 04/01 to 03/31 of following year. It would be better if the conference could move a bit later in the year (early May would be fine).

- When inviting for proposals, suggest the dates, or things they should consider when choosing a date, such as Japan's granting cycle, but also Holidays.
- Discussed how frequent conferences should be; agreement to continue with 1 conference a year.
- The Database Issue: should be submitted one to two months earlier than it was for ISB2013, so that it can be ready for the meeting.