



Board Meeting Minutes  
Monday, February 07, 2022

The meeting was called to order at 9:00 AM Eastern Time (US). In attendance were President Michel Kallipetis, President-Elect Steve Paul, Vice President, Paul Van Osselaer, Secretary Jody Sin, Treasurer Jonathan Lloyd-Jones; Governors: Claude Amar, Barbara Cornish, Joyce Mitchell, Doug Murphy, James Peter, Alan Stitt, and Tat Lim; Ex-Officios Chuck Doran, Jerry Weiss, Tracy Allen; Administrator Carol Wilbur, bookkeeper Meghan Birmingham, and Executive Director Richard Rejino.

1. Introduction

President Michel Kallipetis welcomed all those present and thanked them for attending the meeting.

2. Approval of Agenda

The agenda was approved as presented.

3. Approval of the Minutes from December 13, 2021

**A motion was made and seconded to approve the minutes as presented. The motion passed unanimously.**

4. Financial Report (Jonathan/Richard/Meghan)

1. Financial Report

The financial report was accepted as presented.

2. 2022 Annual Budget

Treasurer J. Lloyd-Jones noted that the 2022 annual budget shows a projected cost of the website redesign and the Montreal conference expenditure and income. S. Paul requested that the expenditure of approximately \$10 - \$15k for a consultant to help with the Strategic Planning Committee be added to the budget.

**A motion was made to accept the annual budget as presented. The motion passed unanimously.**

5. Membership

1. Past due members

R Rejino reported that 3 members were past due and that each has been contacted about renewing. He will continue to follow up.

2. Anne Sone – Emeritus Status

R Rejino reported that Anne Sone requested to change her membership to Distinguished Fellow Emeritus and the request was approved by the Executive Committee.

3. IAM Candidates (Jeff Hand)

- i. Dr. Zaza Elsheikh
- ii. Marisa Ratinoff
- iii. Felicity Steadman

The board reviewed each of the applications as presented by Membership Chair, Jeff Hand.

Regarding letters of recommendation, A Stitt asked if specific questions should be included in the nomination application to gather more valuable candidate information, as opposed to mostly positive recommendations. J Hand responded that sponsors and authors of the letters of reference are asked if they have recommended the candidate to others. T Allen noted and J Hand confirmed that letters of reference provide a check on the volume of work from a candidate and confirms the admission criteria for each candidate. J Weiss suggests a middle ground by soliciting the recommender to make sure there should be a complete picture of the candidate, positive and negative. M Kallipetis reminded the board that a potential candidate must have IAM member sponsors and that we should rely upon the integrity of each sponsor. Secondly, letters of recommendation specify the experience the sponsor had with the candidate.

**A motion was made and seconded to accept the three nominated candidates as Distinguished Fellows, Dr. Zaza Elsheikh, Marisa Ratinoff and Felicity Steadman. The motion passed unanimously.**

R Rejino noted that the new members will be contacted with pro-rated dues and all information regularly conveyed to all newly inducted members; furthermore, that he will let the Communications Chair know about the induction of new members.

6. IAM Symposium Update (Barb/Paul)

1. Jan 12 – Reaching Diversity in All

B Cornish reported that the Diversity Symposium was a tremendous success. The recording has been made available to those who attended. There were 58 registrations (3<sup>rd</sup> highest symposium).

2. SIR Webinar – Feb 11

B Cornish reported that the SIR program promises to be a very interesting program. R Rejino noted that as of Feb 7 there were 73 registrations. B Cornish thanked J Weiss for his liaison with the SIRs. All the membership will be notified of the recording when ready.

3. Diversity Webinar – Feb 26

M Kallipetis reported that a Diversity webinar on Black History Month has been scheduled on Feb. 26 and that notices will be going out immediately.

7. Conference Updates (Barb & Jon)

1. Montreal

- i. Planning Committee update
- ii. Conference Budget

B Cornish reported that the conference programming and arrangements are moving forward but that things are still fluid. The biggest question is whether the conference will be in-person only. M Kallipetis raised the listserv conversation about the desire of several members that the conference be a hybrid of a virtual/in-person event. R Rejino noted that IAM obligations with the hotel are a \$25k CAD in food/beverage before the

banquet, and 80% on 310 rooms; also, that the second hotel deposit was deferred until April. J Fidler noted concerns that members will not come if given the opportunity to attend virtually, and that the IAM already has a policy of one live, one virtual conference. J Sin agreed and supported the value of meeting face-to-face and supports Montreal live conference only.

J Peter stated that the IAM should consider the changing needs of the membership, but also noted that people who are not in the conference time zone will likely not stay up late or get up early. A Stitt added that IAM has opportunities for both virtual and live and supports the Montreal conference as an in-person conference. C Doran encouraged that the board develop a good process on how decisions are made to meet the needs of members regarding hybrid conferences and that it and future committees investigate the feasibility of hybrid conferences. J Weiss encouraged that there be some statement about safety protocols for Montreal.

**A motion was made and seconded that the Montreal Conference will be an in-person only conference. The motion passed unanimously.**

The board decided that the board and future planning committees will investigate the feasibility of making future conferences a hybrid of in-person and live streaming.

The board also decided that all speakers at the Montreal Conference will be required to attend in-person and that travel expenses and no more than two nights hotel stay will be paid by IAM.

Regarding members of IAM who are on a panel and wish to participate remotely, the board will consider each case separately based on the reasons and circumstances of the individual.

Regarding the planning of an organized event on the last day, Saturday, C Wilbur suggested it may be better to offer a list of activities for members to choose from rather than to commit to a specific number of participants under a contract, especially considering the number of rooms in the room block we not be sufficient if another night's stay was required.

2. Zurich (James)  
J Peter reported that the Swiss Mediation Group voted in favour of splitting the profit/loss with a limit of \$20,000 USD; furthermore, the question of sponsorship of \$5,000 is still up for discussion and vote with the Group. J Peter also asked if the IAM should think about eliminating the Saturday meeting day for the Zurich to reduce costs and because Saturdays have seen light attendance. MCC will explore this request with the Zurich hotel.
  
8. Allocation Committee Update (Michel)  
M Kallipetis reported that Mike Young has agreed to Chair the committee. James Mang'erere has agreed to work on the committee. In addition, M Young is preparing a list of potential members for the committee and will report back.

9. Web Site Committee Update (PVO)

PVO reported that Christine Masters and Shel Stark have been working to improve the website. The Committee has developed a requirements/criteria document for the new website. Three web designers have been identified and the committee is soliciting their proposals. Interviews will follow and the goal is for the committee to reach a decision by the next meeting.

10. Strategic Planning Committee Update (Steve Paul)

S Paul – reports that Chuck Doran, Orit Asnin, Joyce Mitchell, and Jerry Weiss have met and commissioned S Paul to draft a proposal that communicates the aims and goals of the committee for purposes of soliciting a facilitator/consultant. There will be a follow-up report at the next meeting.

11. Nomination Committee for IAM Officers and Board 2022-2023

M Kallipetis reported that the committee will consist of Cynthia Remmers, Chair, Earlene Baggett-Hayes, Barb Cornish, Greg Derin, Bill Marsh, James Mang'erer, and Steve Paul.

12. MCC Transition Confidentiality

M Kallipetis reported that R Rejino will be reducing his work commitments this summer and that Carol will take over the duties of Executive Director on August 1. He requested that the board keep this confidential until an appropriate time when the announcement is made. S Paul thanked Carol and Richard for helping make the transition as seamless as possible.

13. Next Board Meeting: March 14 – Same time (on the hour – 9 AM Eastern US). The meeting was adjourned at 10:11 AM.