

IGSN e.V. General Assembly 2016

3:00-4:00 PM PT, Sunday, December 11, 2016

Room Sierra J, Marriott Marquis, San Francisco, CA

Present: Irina Bastrakova, Kirsten Elger, Dirk Fleischer, Uli Harms, Cathy Constable, Jens Klump, Kerstin Lehnert, Anders Noren, Ursula Roehl, Lesley Wyborn, Megan Carter, Bernhard Peucker-Ehrenbrink (remote), Cecile Pignol, Fabien Arnaud, Lindsay Powers, Steve Richard, Jean-Bernard Minster, Bob Arko

Agenda:

1. Opening and Welcome
2. Appointment of the meeting chairperson
3. Appointment of the minute taker
4. Establishment of the quorum
5. Approval of the agenda
6. Report by the members of the executive board and discussion
 1. Status of Allocating Agents
 2. IGSN related meetings in 2016
 3. Report of the financial officer and discussion
7. Report of the accounts auditor
8. Discharge of the executive officers
9. Appointment of the electoral officer
10. Election of the members of the executive board
 1. President
 2. Vice-President
 3. Treasurer
11. Election of the annual accounts auditor
12. Budget proposal for 2017 and discussion
13. Discussion on admission of new members, associate members and vote
14. Discussion Topics
 1. Sample Types and Materials
 2. Sampling features and collections
15. Miscellaneous

Notes:

1. Jens Klump was established as the meeting chairperson
2. Megan Carter was nominated as minute taker.
3. A quorum was established (9 members in attendance).
4. The agenda was approved, no amendments were proposed.
5. Report by the members of the Executive Board.
 - a. Kerstin Lehnert said the most important item on the report was the fantastic increase in adoption of the IGSN.

- i. IFREMER (France) and the British Geological Survey have expressed interest just in the last two weeks. We expect adoption will only continue to grow.
- ii. Starting with the Los Angeles Workshop, we are interacting more with biodiversity programs and projects. We are seeing across multiple allocating agents demands for IGSNs for biological specimens. A meeting was held at the IDW in Denver in September that was attended by people from the environmental sciences and bio-sciences. Also, Kerstin Lehnert and others met with a representative of GBIF (Global Biodiversity Information Facility), which triggered discussion of an international meeting that will include discussion of the use of the IGSN for biological samples. Jens Klump reported that this meeting will be integrated with the CSIRO Computational Information Science Meeting in the beginning of June/End of May 2017 in Melbourne, Australia. We hope to benefit from having all of this knowledge in one place.
- iii. Kerstin Lehnert also reported that there were many good IGSN presentations in the last year at many different meetings (EGU, Library Science Meetings, and more). We are planning to gather these on the IGSN website at <http://www.ign.org/resources>.
- iv. There are challenges with us running as a more or less unfunded effort. We should address this on a short timescale as we are growing and scaling up the architecture and services is becoming more necessary.
- v. Lesley Wyborn reported that within Australia, RDS (Research Data Services) has provided money to help support Curtin University as an allocating agent (to register samples and develop a portal). Within Australia, funders equivalent to the U.S. NSF (National Science Foundation) have said that if fundees can show that the IGSN is pertinent to fields outside of the geosciences, additional funding can be obtained.
 1. Kerstin Lehnert reported also that the NSF has said the same.
- vi. Jens Klump reported that there is fairly broad engagement across the science community (even outside the geosciences) in Australia. CSIRO soil archive is coming onboard and the insect collection is still sitting on the fence about whether they will use IGSNs.
- vii. Kerstin Lehnert reported that the director of the World Data Center for Soils in Belgium was at the ASIS&T (Association for Information Science and Technology) Meeting this year and he has set up a session for soils in the surface biogeosciences section of EGU.
- viii. Kerstin Lehnert encouraged everyone to attend the ESSI (Earth and Space Science Informatics) events here at AGU.
- ix. Bernhard Peucker-Ehrenbrink asked about whether we have been approached about IGSNs for seed collections.

- x. Lindsay Powers reported that there is also a pollen collection at the USGS that they would be interested in registering.
 - xi. Kerstin Lehnert said that, in general, the need for technical developments to support the registration of new types of samples is growing (ways to describe biological specimens, etc.)
 - b. Report by the treasurer
 - i. Payment of membership dues has been spotty. 10 of the 16 current members have paid at one point or another.
 - ii. We should discuss how to make it easier to pay
 - 1. Some institutions do not want to spend the funds.
 - 2. Some groups cannot technically figure out how to pay a German bank account.
 - 3. W-8 BEN can help.
 - iii. We need to discuss whether we should maintain a tax-exempt charitable status.
 - iv. Kerstin Lehnert reported that Columbia University has not paid, but has taken on many costs on behalf of the IGSN e.V.
 - v. We need to send a routine reminder before we send the invoice, then send the invoice, send the invoice to both the scientist and the administrator.
 - c. The accounts auditor (Anders Noren) said there were no irregularities in the accounts.
6. Discharge of the executive officers.
- a. This can only be done if all members agree that everything has been done in an orderly fashion.
 - b. Jens Klump asked the membership if they were willing to discharge the executive officers.
 - i. Kirsten Elger proposed discharging the officers. No one objected or abstained.
7. Appointment of the electoral officer
- a. Kirsten Elger suggested herself, Jens Klump seconded. No one objected. No one abstained.
8. Nominations and elections of the members of the Executive Board
- a. The IGSN e.V. members voted to re-elect Jens Klump and Kerstin Lehnert as vice-president and president, respectively. No one objected or abstained.
 - b. Nomination of the treasurer
 - i. Jens Klump said he asked Anders Noren, Dirk Fleischer, and Uli Harms if they were willing to be treasurers and each said they were willing.
 - ii. Kirsten Elger said it would be good to have a German-speaking person.
 - iii. Dirk Fleischer is not eligible because his institution is not a member yet.
 - iv. Kerstin Lehnert proposed that Anders Noren be the accounts auditor and Uli Harms be the treasurer.

- v. A motion was made to appoint Uli Harms as the IGSN e.V. Treasurer.

1. 8 voted for Uli, 1 abstained. Uli Harms is now the treasurer.

9. Election of the annual accounts auditor

- a. Jens Klump nominated Anders Noren. No one objected, no one abstained.

10. Budget proposal for 2017 and discussion

- a. Kerstin Lehnert said we need to revise our website and build up our identity, we should consider revising. It is currently maintained in Drupal. We need to get it out.
- b. Uli Harms says that we have to spend money, we cannot collect over a long time says the German Government.
- c. Kerstin Lehnert also suggested that the documentation needs to be improved and perhaps an intern could be hired to do that.
- d. Kerstin Lehnert suggested another splinter meeting at the EGU.
- e. We agreed that we want to spend on the order of 4000 euros to rebrand, restage, and make sure we can reuse the materials (multiple people can edit the IGSN webpage), etc.
- f. Bob Arko suggested adding another day onto the Melbourne Workshop next Spring to have another IGSN technical meeting.
- g. Bernhard Peucker-Ehrenbrink suggested a logo competition, perhaps announced in EOS.

- i. Many members liked this idea.

11. Discussion on admission of new members.

- a. Fabien Arnaud and Cecile Pignol introduced themselves. EDYTEM has applied on a sub-organizational level, as CNRS (the parent institution) is still considering membership. There is a very large core community in France and they are excited to promote best practices for sample management.
 - i. Vote on membership: No one objected, no one abstained. EDYTEM is now a member of the IGSN e.V.
- b. Dirk Fleischer reported that Kiel University has restructured to have four primary research groups, one is marine science and works closely with GEOMAR (another member of the IGSN e.V.).
 - i. Vote on membership: No one objected, no one abstained. Kiel University is now a member of the IGSN e.V.
- c. Consideration of the SAEON (South African Environmental Observation Network) application. Wim Hugo attended the International Data Week earlier this year and expressed interest. Uli said he was glad they had applied because they (GFZ) have collaborations with SAEON. Jean-Bernard Minster reported that their website is excellent.
 - i. Vote on membership: No one objected, no one abstained. SAEON is now a member of the IGSN e.V.
- d. Discussion Topics
 - i. Dirk Fleischer raised the point that we should build a task group on writing an article about what the IGSN e.V. is actually doing. Kerstin Lehnert has talked to the editor of EOS about it. Kerstin

Lehnert asked whether this should be an article entirely about the IGSN or if it is a larger article about improving access to the samples and samples in the context of open science and reproducibility. Kerstin Lehnert wondered if there are other venues, such as AGU's Earth and Space Science. Kerstin Lehnert said Brooks Hanson (AGU Director of Publishing) is planning a special issue on emphasizing collections.

1. Jens Klump, Dirk Fleischer, Kerstin Lehnert, Steve Richard signed up for task group.
- ii. Lesley Wyborn stated that there should be more communication and coordination between members within and across borders. It would help to coordinate funding proposals across borders. Multiple organizations in one country can coordinate, etc.
 1. Dirk Fleischer said that Lee Allison had previously said that the Belmont Forum could help.
 2. Jens Klump suggested setting up a strategic committee.
 3. Jean-Bernard Minster reported that the Belmont Forum will put out an RFP soon and we should pay attention. Lesley Wyborn said that we should make sure we coordinate closely what proposals are submitted. Lesley Wyborn said that there should be a representative from each country within IGSN.
 - a. Strategic Working Group – Will need to do this by email. We should also set up a wiki to collect this information.
- iii. Kirsten Elger asked whether there is a way to share metadata models each time a new sample type is introduced, instead of reinventing the wheel. Kirsten Elger further asked if the metadata kernel is yet finalized, so that they can start implementing.
 1. Jens Klump said that, in the interest of time, we should take this question offline. We are working to finalize.
- iv. Jens Klump closed the General Assembly at 4:21 pm PT.