

IGSN e.V. General Assembly 2017 (Members Only)

Sunday, December 10, 2017 at 2:00 PM Central Time

Jackson Room, Hilton New Orleans Riverside, New Orleans, Louisiana

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
 - a. Status of Allocating Agents
 - b. IGSN related meetings in 2017
 - c. Report of the financial officer and discussion
7. Report of the accounts auditor
8. Budget proposal for 2018 and discussion
9. Discussion on admission of new members, associate members and vote
10. Discussion Topics
 - a. Changes in DataCite and Impacts on IGSN
 - b. Development of the IGSN business model and funding opportunities
 - c. Coordination of technical development
 - d. How to deal with inactive members
11. Miscellaneous

Present: Doris Maicher, Damian Ulbricht, Fabien Arnaud, Cecile Pignon, Kirsten Elger, Uli Harms, Vanessa Tosello, Denis-Didier Rousseau, Dirk Fleischer, Jens Klump, Anders Noren, Lindsay Powers, Irina Bastrakova, Steve Richard, Helen Graves, Megan Carter, Tim, Yasuhiro

- 1) Jens Klump was appointed the meeting chairperson.
- 2) Megan Carter was appointed the minute taker.
- 3) A quorum was established. Nine members were present out of 19 members. Some of the 19 members are not active. A discussion topic was added to talk about how to deal with inactive members. The agenda was approved.
- 4) Report from Executive Team
 - a) Kerstin Lehnert reported on the IGSN related meetings in 2017, including the CSIRO Linking Environmental Data and Samples Workshop in May 2017. There is an EOS article about to be released about it.
 - b) The Executive Team met (Kerstin, Jens, Lesley) at Lamont to put together a paper about the IGSN to submit as soon as possible. They also had discussions about potential funding avenues, which we will discuss today.
 - c) An RDA Interest Group on physical samples was proposed in August and was accepted by the Technical Advisory Board and the Council of RDA. The first meeting will take place at RDA in Berlin.
 - d) Status of Allocating Agents

- i) Five active and functioning allocating agents
 - (1) GFZ, MARUM, CSIRO, GA, IEDA (SESAR), Curtin is transitioning from working with IEDA to their own system to possibly using ANDS (membership to be decided today).
 - ii) Jens Klump stated that our services should be more easily adoptable. Jens has asked that each member send an administrative point (lead) of contact and a technical point of contact. These roles will be combined into one emailing list.
 - 5) Reports of financial officer and discussion
 - a) Uli Harms was not able to speak (technical difficulties with remote participation)
 - b) Anders Noren reported that membership dues were received from 6 organizations so far this year, including dues for this year and for last. Expected expenditures include bank fees, costs of hosting the General Assembly, and some legal fees associated with trademarking the IGSN and logo.
 - c) Kerstin Lehnert brought up the issue that we need a budget for operating the office.
 - d) Lesley Wyborn raised the issue that we may eventually want to change the IGSN acronym. Jens Klump said that we need to trademark as soon as possible to avoid conflicts with us. Uli Harms had reported that the trademarking would cost ~\$2500 euros.
 - e) Uli Harms' one-minute report: from 2016, there was was ~8500 euros. Revenue for this year is ~4500 euros. Total 12,577 Euros. We have known expenditures (bank expenditures), invoices for registration with lawyers, rental of meeting room for General Assembly at AGU. Total expected expenses for this year is just over \$1000 euros. Total available for 2018 is ~\$11,504 euros.
 - f) It was requested that a confirmation be sent to members once payment is received. It was also requested that invoices be sent out as early in the year as possible.
 - g) Dirk Fleischer: last year we had decided to put some money into web design. Kerstin reported that we had communication with a web designer. To do this through Columbia University would double the price because that would incur overhead. Kerstin said we will want to see if the agreement can be made with GFZ. Uli Harms sent a contract for Kerstin Lehnert to look over that may be relevant.
 - h) Kirsten Elger then asked again about whether it is an issue to protect IGSN if we plan to potentially change the meaning of the acronym. Uli Harms said that this would not be an issue because the trademark is on the acronym, not on the meeting. Lesley said we should also change the logo quickly if we plan to.
 - i) Jens Klump asked Uli Harms what his recommendations are: Uli said to register acronym and logo in Europe as quickly as possible.
 - j) Lesley Wyborn: what is the implication of registering just in Europe? Does it protect enough protection? Uli said we could do it in the US as well, but it would be expensive. Uli Harms said this is the usual way that trademarks are made - protection is only sought in one country or another as he learned from his patent office. Uli suggested getting the European trademark as soon as possible. We should get additional advice.
- Other uses of IGSN:

- (a) INTERNATIONAL GRADUATE SCHOOL OF NEUROSCIENCE
University Ruhr <http://www.ruhr-uni-bochum.de/igsn/>
 - (b) Interessengemeinschaft Schildkrötenschutz und Nachzucht e. V.
<http://ig-schildkroetenschutz.de/>
 - (c) Interdisciplinary Graduate Student Network (iGSN) at the University
of British Columbia <http://igsnubc.com/about-the-igsn/join-the-igsn/>
- k) 2018 budget: Kerstin Lehnert proposed that a few days worth of salary for the IEDA Business Manager to support the invoicing and other efforts carried out by the office.
- 6) Discussion on admission of new members
- a) Kerstin Lehnert expressed our excitement about all of the new applicants and invited applicants to say a few words each.
 - b) Lindsay Powers (USGS): The United States Geological Survey (USGS) has been entertaining idea of membership for quite some time and initially faced some obstacles. The USGS has a lot of physical samples that are kind of a mess. No good understanding of where collections are, what they are, how to share them within the organization, nevermind outside of it. They are actively trying to put in place policies and priorities to improve this situation. It is the right time to start issuing IGSNs. Strong commitment to the State Geological Surveys, see this as an opportunity to improve their processes as well.
 - i) The USGS was unanimously accepted into the IGSN Implementation Organization
 - c) Helen Graves mentioned that many of the issues the British Geological Survey (BGS) faces are similar to those raised by Lindsay Powers with respect to the USGS. The BGS is the national geoscience repository for data and physical samples. There was some resistance to adopting the IGSN because of existing systematic way of managing samples. BGS has recently realized that use of samples is not being tracked well and samples are not being cited by existing sample numbers. Adoption of IGSNs is a better way to track who is using BGS samples and what analytical results are being generated, etc. There is a small group of organizations that came together to make the argument to BGS to join the IGSN. The National History Museum of London and the National Museum of Scotland were two of these groups.
 - i) The BGS was unanimously accepted into the IGSN Implementation Organization
 - d) Lesley Wyborn described the Australian National Data Service (ANDS) application. Meeting on identifiers in May is coming to fruition. IGSNs are starting to move outside the geological community. ANDS already hands out DOIs and Handles, so working with ANDS will help to enhance the sustainability of the IGSN.
 - i) ANDS was unanimously accepted into the IGSN Implementation Organization
 - e) Vanessa Tosello described IFREMER's application. A new repository has recently been built to raise their storage capacity, so samples will be rearranged soon. Taking advantage of this move to take a complete inventory of samples and to assign an IGSN and put a label on each sample. New infrastructure has been set

- up, including a relational database to store metadata, and software tools to assign unique ID and print labels. There is a website for discovery and data access. The IGSN is clearly the best solution.
- i) IFREMER was unanimously accepted into the IGSN Implementation Organization
 - f) Fabien Arnaud discussed transfer of membership of small lab at Univ. of Savoie (EDYTEM) to CNRS. It was much more logical for CNRS to be a member of IGSN e.V., rather than the university that was able to apply for membership initially.
 - i) Kerstin Lehnert asked whether the members should ask for a new application.
 - ii) Denis-Didier Rousseau clarified that the initial application was put forth by Univ. of Savoie because CNRS administration could not act quickly enough, but it was always the intention of CNRS to be the member.
 - iii) Jens said that, from a formal perspective, the members of the IGSN e.V. are all legal entities. EDYTEM can step down if they wish. We would need an application from CNRS. We can then call a special virtual meeting to vote.
 - 7) Discussion topics
 - a) At the technical meeting today, we discussed changes at DataCite and the need to update our technical infrastructure for the IGSN Central Registry.
 - b) Jens Klump urged that we need to coordinate technical developments. RDA and EGU will be two excellent opportunities to meet in person.
 - 8) Business model for IGSN e.V. - little time to discuss now.
 - a) Lindsay Powers suggested collecting examples from other organizations (international) that serve broadly across communities - DataCite, GBIF, others.
 - b) Lindsay Powers said this was done in some ways in RDA looking at support for brokering software. There is a white paper about this.
 - 9) Anders Noren said that we need to meet to have more frequent calls.
 - a) It was proposed that the organization have at least quarterly or bimonthly telecons and that the technical committee meet even more frequently.
 - 10) Kerstin Lehnert said meetings to get together at EGU and RDA will be organized. We should take advantage of all opportunities to get together.
 - 11) Question about integrating IGSNs into ORCID and Scholix
 - a) Jens Klump said these conversations have been ongoing. There are some issues, but we continue to keep these kind of integrations in mind.
 - 12) The IGSN General Assembly was closed at 3:37 PM Central Time.

ACTION ITEMS

- Kerstin will follow up with Kelly Campbell regarding webpage updates.
- Uli will work on getting the trademark as soon as possible.
- Kerstin will follow up to find out how far the European trademarking is sufficient or whether it should also be done in the U.S.
- Megan will create a Google Doc to collect business model examples.
- Megan will set up a poll to organize an online meeting in February to discuss business models and vote on CNRS membership.