



Conference Call Minutes
Tuesday, December 7, 2004

Present: Nihshanka Debroy (student representative), Yuriy Gusev, Steve Jennings, Andrey Ptitsyn, Bill Slikker, Weida Tong, Dawn Wilkins, Stephen Winters-Hilt, Jonathan Wren, Roger Young

Minutes from the October 7, 2004 were approved as corrected.

Committee Reports

Student Council. Steve Jennings met with a small group of students at the MCBIOS conference in October. Nihshanka is trying to organize a group of students to get involved. They have sent e-mail to students and are planning a conference call. A video conference is another option. Bill suggested the creation of a special section on the MCBIOS web site for student members. Steve reported that the students he spoke with were interested in a job-related site. ISCB is probably going to do that. There was some discussion about including student representatives on the committees.

Executive Committee. Steve Jennings asked to table the 501c3 process until a decision is made regarding whether to establish a formal association with ISCB. ISCB currently has a Rocky Mountain regional group. Staying on our own may be more flexible, but the association with ISCB is also beneficial. Another important issue is director's insurance. Bill has contacted ISCB but has not gotten a response. He will get more details and the discussion will continue.

Finance Committee. Steve posted a detailed budget to the board listserv yesterday. There is a \$14K carry-over, unless some monies need to be transferred back to AR BRIN. Probably next year the Arkansas BRIN money will be significantly less or zero.

A summary of Income and Expenses for the first two years is below:

Income

BRIN contribution (for 2 years)	\$20,000.00
MCBIOS fees & membership dues for 2003	\$9,288.75
MCBIOS fees & membership dues for 2004	\$6,255.00
BRIN funding for Research Symposium	\$30,000.00
Corporate Sponsorship (NCTR)	\$5000.00
<i>Total</i>	\$70,543.75

Expenses

Expenses from 2003 conference	\$16,828.17
Expenses from 2004 conference	\$36,756.76
Banking fees	\$32.00
<i>Total</i>	\$53,616.93

The residual funds are split fairly evenly between two accounts, a UALR “agency” account set up for MCBIOS, and a checking account. The agency account should be used first, when possible, since those funds are somewhat restricted and the checking account funds are not.

Expenses for 2004 (including the BRIN Research Symposium) included costs for lodging, gifts, supplies, printing, food, AV expenses, transportation, student awards, and honorariums.

Conference committee. There will be turnover in the conference committee since it is moving to Louisiana.

Communications committee. Andrey recommended a content management system to help manage the information. He also suggested looking into a “geek log” or some kind of “wiki on steroids”. We need to include more information on the web site about the local chapters, more news, and student council information. The idea of a newsletter with links to the MCBIOS web site (or others) was mentioned.

Membership committee. This committee needed more members and Stephen agreed to join, and Roger agreed to chair the committee.

Technology committee. The directives for this committee seemed a little vague, so Jonathan is going to query members for ideas. This might be a good area to involve students.

The *Program Committee* will consist of a local committee and the executive committee.

Local Society Reports

Central Arkansas. Chair Roger Hall was not available. But they have organized some meetings, the first of which was last month.

Oklahoma. Jonathan reported on the very successful OKBIOS 2004 bioinformatics symposium held November 12th, following the November 11th meeting of the Synthetic Biology meeting. Symposium registration was free. A total of 225 people pre-registered, plus 30 more registered on-site. In total, 150 people attended. There were 9 invited speakers (one was through Internet videoconference, which Jonathan reports is not completely reliable yet).

Louisiana. The first LABIOS meeting will be in conjunction with MCBIOS 2005. The data for MCBIOS 2005 has been set for November 17th-18th (Thursday & Friday). Possibilities for Saturday include a tutorial, a satellite event on nanotechnology, or an NCBI seminar. A vendor may be invited for Sunday.

Other Business

Bill nominated Weida Tong for treasurer. He was elected unanimously. Bill nominated Dawn Wilkins for secretary. She was elected unanimously.

A new ad hoc Resource Committee was established. The task of the committee will be to bring in vendors, resources and outside funding. Steve Jennings agreed to serve as chair of the committee, and Stephen, Andrey and Yuriy will also serve on the committee.

Jonathan and Bill reported on the status of manuscripts for MCBIOS 2004 to be published in BMC Bioinformatics. Thirteen have committed to send in manuscripts. The deadline for receiving manuscripts and getting reviews is tight.

With the addition of Yuriy and Roger Young to the Board of Directors, some changes to the committee membership was in order. Below is the new committee assignments.

Name	Exec	Fin	Conf	Comm	Memb	Tech	Pubs	Resource
Andrey			*		x	x		x
Bill	*	x	x				*	
Dawn	x			*				
Jonathan						*	x	
Roger Y.					*			
Stephen	x		*	x	x			x
Steve J.	x	x	x				x	*
Weida	x	*					x	
Yuriy				x				x

* - chair; x – member

The meeting was adjourned at 2:30.