Attendees:

Meeting Facilitator: Johnathan Yerby

I. Call to order
Johnathan Yerby called the meeting to order at 12.55 pm.

II. Approval of minutes from last meeting
Russell moved minutes to be approved and was seconded by Paige. Minutes were unanimously approved.

III. Report from VP Program Chair (Nima Kordzadeh)
Travel/Visa issues caused some authors to withdraw accepted work. Received more submissions (51 / +8) | Less accepted (34 / -7). Submissions up by about 8 from last year. 34 (including workshops) to be presented at the conference. About 5 to 7 accepted work was withdrawn due to travel/other constraints.

IV. Report from VP Conference Chair (Joy Godin)
About 50 registrants (10 down from last year). Significantly lesser number of students this year. Russell will assist with communicating to schools regarding CFPs well in advance. Student liaison from board need to assist with recruiting more students.

V. Treasurer’s Report (Jim Wynne)
Financial status was shared (see attached). Comparison chart was presented for prior conferences for historical view of conference revenue/expense.

VI. Secretary’s Report (Lakshmi Iyer)
Lakshmi thanked Russell for taking minutes of 2016 meeting in her absence. Minutes of 2017 Board meeting have been shared with the board and unofficial minutes would be made available on the website.

VII. Journal of Southern Association (George Schell)
a. Hosting

*MOTION from George Schell*

I propose that SAIS cover the cost of the University of Michigan, Michigan Publishing Services continue to publish the Journal of the Southern AIS through the contract year through June 2017. They had been publishing JSAIS without cost until this year but are now forced to recover some of their costs. At the March 2017 SAIS business meeting the
board will review the option to continue with Michigan Publishing Services or to change to a different publisher. – PASSED

The annual fee (see attached documents) is $507 per year plus $40 per article.

b. New Editor (Election)
George Schell nominated Michael Cuellar who is current managing editor to be the new editor-in-chief.
Seconded by Russell.
Motion passed unanimously.
Karthikeyan Umapathy will contact new Editor-in-chief to offer assistance, possibly as the new managing editor.

c. ACTION: Motion from the board to switch hosting from the University of Michigan, Michigan Publishing Services to be hosted by AIS.
Does not need a second as the motion comes from the board.
AIS will not be open access. To access articles AIS requires membership, subscription, or pay-per-article.
There was a question of whether AIS will also publish past issues in addition to forthcoming ones. Issues to be considered: copyright transfer.
A big advantage of moving to paid access is the indexing option that makes the work more visible.
Motion passed unanimously.

d. ACTION: Motion from the board to allow students to submit extended abstract only to participate in the conference.
Motion passed unanimously.

e. ACTION: Motion to allow researchers the option to publish only an extended abstract after a full paper has been accepted and presented at the annual conference.
A friendly amendment was made by Joy Godin to remove the word “extended” in the above motion. It was seconded by Karthik
Amended motion passed unanimously.

VIII. Marketing & Communications (Russell Thackston)
a. Hosting: new website is up and running – https://southernais.wpengine.com/
b. Mailchimp – This ensures all our emails comply with the CAN-SPAM Act. We currently have about 25 subscribers for newsletter. It is important for members to inform their colleagues to sign-up for SAIS email. No longer using gmail address but will have the domain name email.
c. Wordpress: No plugins have been activated – need to evaluate what the group needs and activate only services needed.

V. ACTION: Conference Registration for Conference chair, Program chair, & President can be refunded contingent upon a net profit from the conference. (Nima Kordzadeh)
Motion passed unanimously.

VI. 2018 Meeting location Announcement (Nima Kordzadeh)
1st option – Atlanta (Georgia Tech Conference Center)
2nd options – Charleston, SC
Atlanta might be more desirable as it is easy to fly into, more support and participation from schools in that area. Location will be finalized and announced later.

VII. Board Member responsibilities proposal (Joy Godin)
Last year the position of Marketing/Communications chair was approved. Conference and Program chairs roles are demanding. It might be helpful to have assistance for Conference and Program chairs and potentially Sponsorships coordinator (who will actively seek sponsorships but not mandated to bring in funds).
Joy Gordin recommended adding Assistant Conf Chair, Assistant Prog chair and Sponsorship coordinator to general board roles.
Seconded by Johnathan Yerby.
Motion was approved.

VIII. Elections (13 total positions on the board, SIX positions up for election)
   a. Treasurer
   b. Marketing & Communications director
   c. Secretary
   d. PROGRAM CHAIR
   e. General Board
   f. General Board
      Past-Past President is now Paige Rutner, Johnathan is Past President, Joy Godin – President, Nima – Conference Chair.
      Sankara Srinivasan’s position expired and Kevin Floyd’s position rolled off.

      George nominated Jim Wynne for Treasurer
      Johnathan nominated Russell for Marketing and Communications Director
      Russell nominated Lakshmi Iyer for Secretary
      Joy nominated Jeannie Pridmore for Program Chair
      Lakshmi Iyer nominated Richelle Oakley for newly defined board role Assistant conference Chair
      Russell T nominated Jeff Kaleta for newly defined board role Assistant Program Chair.
      All above positions were voted for unanimously and their positions are valid till 2019.
      Joy Godin as president will assist with Sponsorship and so can any other board member that can assist with obtaining sponsors.

IX. New business
No new business was noted

X. Adjournment
Meeting was adjourned at 2.20 pm.