



2017 ISCEV Membership Meeting
14:45, Thursday 26 October 2017
Main Auditorium, Level 2
Bascom Palmer Eye Institute

DRAFT MINUTES

1. Opening of the Membership meeting and President's Welcome

Professor Patrizia Tormene, President, opened the meeting. She thanked the organizers for their hospitality and organization. She reminded everyone that only ISCEV members can vote at the meeting; non-members cannot vote.

Dr. Karen Holopigian, Secretary General, reminded everyone of the tasks of the Membership Meeting, extracted from the By-Laws (Article XV):

- To hear the reports of the board members, take questions and accept these reports
- To exonerate the board
- As the need arises, to hold any elections.

2. The minutes of the 2016 Membership Meeting

The minutes, as printed and shown in the 2017 Newsletter, were reviewed. There were no changes or corrections from the floor and they were accepted as an accurate record of the 2016 Membership Meeting.

3. Report from the 2017 Symposium Organizer

Dr. Byron Lam, the Symposium organizer, gave his report. He expressed his gratitude to Bascom-Palmer Institute for their support of this event and to the event planners for all of their help. Dr. Lam noted that there were 38 human course registrations and 10 animal course registrations. For the Symposium, there were 157 registrations, 19 exhibitors, 12 accompanying persons from 24 countries. He said that 57% were past attendees. Of the attendees, 54% were ISCEV members, 27% were ISCEV non-members and 19% were students/fellows or emeritus members. Dr. Lam then thanked everyone for their support and the success of the meeting. The audience acknowledged all of his hard work with applause.

4. ISCEV Officer's Reports:

Secretary-General report: Karen Holopigian presented her report as in the Newsletter, and added that she is excited about her new role and hopes she is able to make improvements and progress for the office. Also she wanted to note that Springer has given free access of the Abstract Book until November 21st. Also, during the Symposium, Springer planned to open some articles with free temporary access in Documenta Ophthalmologica. These would be featured in a special tab on the Springer.com page of the journal, where Springer listed the article titles and the links.

Editor-in-Chief Documenta Ophthalmologica report: Pierre Lachapelle added to his report in the Newsletter that he encourages everyone to submit to Documenta Ophthalmologica and also to review manuscripts for the journal.

Director of Education report: Dorothy Thompson thanked everyone who helped with the courses this year, especially Suresh Viswanathan, who had a major role in the animal course. They received good feedback on the courses.

Director of Standards report: Tony Robson noted that this has been a period of transition for the role and he thanked Daphne McCulloch for her help in this transition. They have recently revised the EOG standard and it was published in the February (2017) issue of Documenta Ophthalmologica.

There are currently 8 committees for extended protocols and there are 5 draft protocols written. They hope to have 3 or 4 published in the February issue of Documenta. They have to be posted for 2 months, and then comments need to be posted for 3-4 weeks. Also, Dr. Shiyong Li and Dr. Zheng Qin Yin have offered to translate these into Chinese. Also, Tony noted that the calibration guideline is due to be updated.

Director of International Communications report: Michael Bach had nothing to add to his report in the Newsletter.

Regional Vice President Reports:

Vice President for the Americas report: Laura Frishman had nothing to add to her report in the Newsletter.

Vice President for Asia and Oceania report: Shuichi Yamamoto was not in attendance so there was no report.

Vice President for Europe and Africa report: Richard Smith had no update from what was printed in the Newsletter.

There was a call to exonerate the work of the board and the membership exonerated the board by a show of hands.

Treasurer's Report: Mathias Seeliger did not have anything to add to the report as presented in the Newsletter.

There was a call to exonerate the work of the treasurer and the membership exonerated the treasurer by a show of hands.

5. Highlights from the ISCEV Board Meeting: Secretary General Karen Holopigian summarized the highlights of the ISCEV board meeting.

There were 10 travel grants awarded this year; 7 were for the Symposium and 3 were combined Course/Symposium awards. All geographical regions were represented.

There is extra money remaining in the Dawson Award fund (beyond what is needed for the annual award), and Judyth Dawson graciously dedicated these funds to future travel awards.

There were 10 eligible Dotd candidates. The Dotd award will be given at the evening banquet.

There were 7 candidates for an initial Marmor Award and 1 candidate for a follow-up Marmor award.

These will be awarded at the evening banquet.

The board discussed the need for new auditors this year and a plan of action.

The board discussed plans for how to publish the extended protocols.

A representative from YSCEV updated the board on their progress; they had a lunch meeting at this conference; their Facebook page is doing very well.

Commercial society management software has been implemented; additional plans for this software were discussed.

6. Standards Update: Director of Standards

Draft of Guide to Procedures on the ISCEV Website – The guide to clinical procedures is posted on the website for review. This document development was led by Scott Brodie. This work is trying to take in everyone's practice patterns. It covers the full-field ERG, the pattern ERG, the multifocal ERG, the VER and also referral sources. As well, different indications are discussed. There is also a table with symptoms. There is also information regarding complementary testing. Final comments were welcomed and comments to Scott were due within the following month.

7. Director of Education: PayPal for Dues and Meeting Registration

Using PayPal would make things run more smoothly and make it easier for us. Michael Bach asked: Can we go to 100% PayPal with no credit card accounts associated with this? It would save a lot of time for those board members working with the finances.

It was noted that this was not thought to be convenient in China, but that members would check on this.

8. Elections:

- 8.1. **Auditors:** It was noted that two new auditors were needed from among the regular members. This is a volunteer position and the membership is required to ratify the volunteers. Two members agreed to be auditors: Allison Dorfman and Sven Heinrich. The membership unanimously ratified both for the positions of auditor.
- 8.2. **Treasurer:** The current treasurer, Mathias Seeliger had completed 1 term, and was eligible and willing to stand for a 2nd term. There were no further nominations from the floor. The membership unanimously approved Mathias's re-election for his second term.
- 8.3. **Editor-in-Chief, DOOP:** The current editor-in-chief, Pierre Lachapelle, had completed 1 term, and was eligible and willing to stand for a 2nd term. There were no further nominations from the floor. The membership unanimously approved Pierre's re-election for his second term.
- 8.4. **Director of Education:** Dorothy Thompson had completed 1 term as Director of Education, and was eligible and willing to stand for a 2nd term. There were no further nominations from the floor. The membership unanimously approved Dorothy's re-election for her second term.
- 8.5. **Member-at-large:** Mary Johnson had completed 1 term, and was eligible and willing to stand for a 2nd term. There were no further nominations from the floor. The membership unanimously approved Mary's re-election for her second term.
- 8.6. **Member-at-large:** Charlotte Reiff had completed 1 term, and was not able to stand for another term. We were very grateful to Charlotte for her time and efforts to the society. This member-at-large position was therefore open for election as a geographically restricted member-at-large position (Europe/Africa).
 - *From the by-laws: There should be six members-at-large, at least one from each of ISCEV's three geographical areas (Asia & Oceania, Europe & Africa, The Americas).*
- 8.7. There were two additional member-at-large positions, created by the vacancies of Karen Holopigian (moved to Secretary General) and Tony Robson (moved to Director of Standards). These were not geographically restricted member-at-large positions.

Therefore there were three open member-at-large positions to be elected.

The Secretary-General had received prior nominations for the member-at-large position. All of the nominated candidates agreed to stand for member-at-large.

The five candidates with prior nominations were:

- a. Jan Kremers, who was endorsed at the membership meeting by Michael Bach.
- b. Josefin Nilsson, who was endorsed at the membership meeting by Michael Bach.
- c. Jason McAnany, who was endorsed at the membership meeting by Mitch Brigell.
- d. Shiyong Li, who was endorsed at the membership meeting by Tony Robson.
- e. Kazushige Tsunoda, who had been nominated by Dr. Yozo Miyake. Dr. Miyake's letter was read by Kaoru Fujinami at the membership meeting.

Two of the nominees (Jan Kremers and Josefin Nilsson) are from Europe and therefore satisfy the geographic restriction. But they also qualify for the non-restricted member-at-large position. Therefore, to make the election fair, all the candidates will be pooled together. For the voting, 1 of the 3 elected member-at-large candidates must be from EU/AF.

There were no additional nominations from the floor, so the vote was closed and the five nominated candidates for the three member-at-large positions will go forward to a membership vote.

9. Future ISCEV Symposium

- 9.1. 2018: Reims, France (Co-Symposium Coordinators Colin Barber and Ruth Hamilton). The host Carl Arndt (with support from SEVE) confirmed the dates of 18-19 of June for the courses and 20-23 of June for the Symposium. The location is close to the Paris airport and can be reached via train (30-60 minutes). They are happy to welcome us.

9.2. 2019: Seoul, Republic of Korea (Symposium Coordinator Shuichi Yamamoto). The host Young Hoon Ohn & team will welcome everyone in 2019. The courses will be 5-6 of October and the meeting will be the 7-10 of October. The meeting will be in the Grand Ambassador Hotel. There are many hotels in the area for different types of accommodations.

9.3. 2020: Two invitations were presented for the Americas: André Messias presented Ribeirão Preto, Brazil and Pierre Lachapelle presented the Magdalen Islands, Quebec. Both venues will go forward to a membership vote.

10. **Other business**

The Secretary-General had not been notified of any other business.

11. **Close**

The meeting was closed with no further business.

A handwritten signature in black ink, appearing to read "Karen Holopigian". The signature is fluid and cursive, with a long horizontal stroke at the end.

Dr. Karen Holopigian
Secretary-General