



## SIXTH BOARD OF DIRECTORS MEETING MINUTES

Skype Meeting

Monday August 29, 2016

Present: Andre Filiatrault, Manos Maragakis, Gennaro Magliulo, Gilberto Mosqueda, Rodrigo Retamales, Rajesh Dhakal, Tim Sullivan, Daniele Perrone (invitee).

Absent: Junwu Dai

Note: **Action Items in bold red**

### 1. Introduction and Review of Agenda

- A. Filiatrault called the meeting to order at 8:00 pm (Pavia Time). The Agenda was reviewed. No additional business item were added.

### 2. Review of Fifth Board of Directors Minutes and Action Items

- The minutes were reviewed and unanimously approved. The updating of the SPONSE Website was discussed. The main improvements are related to the “Members” and “Research” Sections. In the “Members” Section, information about each member of the SPONSE Association has been added. In the “Research” Section, more references related to experimental and numerical studies available on non-structural elements have been added. A. Filiatrault reiterated the need to continue populate the new Google Drive to improve its content.
- A link to the UC Quake Centre should be added in the SPONSE Website to have access to the presentations of the Third International Workshop of SPONSE. **D. Perrone and A. Filiatrault will prepare the link and will inform Quake Centre. The letter will also formally thank on behalf of SPONSE the organizing committee of the Second SPONSE International Workshop.**

### 3. Review of SPONSE Membership Applications

- The following applications were reviewed and unanimously approved.
  - Hilti Group – Admitted Industrial Organization
  - University of Pavia, Pavia, Italy – Admitted Research Organization
    - D. Perrone will contact the University of Pavia in order to ask them provide the name of a new Institution Representative (to replace T. Sullivan) and a description of the department activities.



- University of Canterbury, Christchurch, New Zealand – Admitted Research Organization
- Dan Court-Patience, Christchurch, New Zealand – Individual Research Member.
  - Mr. Dan Courte-Patience will be contacted by D. Perrone in order to provide more information and complete the application procedure.
- **D. Perrone to contact the new members to let them know of their admission in the SPONSE Association and to ask them more information if required.**

#### **4. Review of Current Membership and Strategies to Attract and Engage Members**

- A discussion took place regarding the possible strategies in order to attract and engage members. The discussion was focused on the upcoming 16WCEE. R. Dhakal proposed to prepare a flyer that could be distributed during the conference. In addition, the possibility to prepare a banner has been considered. T. Sullivan mentioned that EUCENTRE has produced similar banners in the past.
- **A. Filiatrault will work with D. Perrone to make a proposal for the next meeting.**
- **R. Retamales will inquire with the 16WCEE organizers to see what size banner would be appropriate.**

#### **5. 16WCEE SPONSE SESSIONS Update**

- R. Retamales asked if two reviewers are required for each paper submitted to the SPONSE special session (as for the other sessions) or one is enough.
- The discussion was mainly focused on the number of papers. 27 papers have been reviewed for the SPONSE special session. In order to organize a complete day for the SPONSE session, 24 papers are required. Based on these considerations, three papers should be removed from the SPONSE session. The Boards of Directors decided that a first selection could be done based on the title and the abstract of the papers; the final selection could be done looking at the score assigned by the reviewers to the papers. The papers that will be removed from the SPONSE Session will be moved in the general sessions. Three separate SPONSE sessions will be organized in the same day. During each session, eight papers will be presented.
- A discussion took place about the possibility to organize three SPONSE sessions in three different days. However, the on-day format is preferred in order for interested local practicing engineers to attend only one days of the conference.



- **R. Retamales will work to organize a draft schedule of the three SPONSE sessions; he will propose a deadline in order to propose changes to the schedule.** The papers could be made available (in confidence) to help the Directors in the review of the draft schedule.
- The Board of Directors discussed about the opportunity to make a short presentation of the SPONSE Association (5 minutes) at the beginning of each session. Similar slides should be presented by the moderator of each session.

## 6. Information and Photos for SPONSE Website Update

- A. Filiatrault asked to provide as much information as possible in order to populate the SPONSE Website. All information can be posted on the new Google Drive available at the following link:

<https://drive.google.com/folderview?id=0By7EJ3Vl9dEnSnhtcjEwTEUyWTA&usp=sharing>

## 7. Other Business

- No other business were discussed.

## 8. Date of Next Board of Directors Meeting

- The next Board of Directors Meeting will be focused during the 16 WCEE and for the review of the applications. The next Board of Directors Meeting will take place place between the end of November 2016 and the beginning of December 2016.
- **A. Filiatrault will send a Doodle Poll to identify a suitable date and time.**
- The meeting was adjourned at 9.15 pm (Pavia Time).