

THIRTEENTH BOARD OF DIRECTORS MEETING MINUTES

Skype Meeting

Tuesday July 17, 2018

Present: Jean-Philippe Boisvert, Andre Filiatrault, Gennaro Magliulo, Rajesh Dhakal, Rodrigo Retamales, Daniele Perrone (invitee).

Absent : Ulrich Bourgund, Junwu Dai, Manos Maragakis, Gilberto Mosqueda, Tim Sullivan.

According to the bylaws, the quorum (majority of the directors) was not reached at the start of the meeting. Only 4 out of 10 Directors were present (R. Retamales joined towards the end of the meeting). However, due to the urgent actions to be taken regarding the planning of the Fourth International SPONSE Workshop, it was decided to hold the Board of Directors Meeting and take votes. However, the minutes will be distributed shortly after the meeting and will be distributed by **A. Filiatrault to the absent Directors for approval. If any absent Director is in disagreement with a decision taken at the meeting, the item will be put on hold until it is discussed at the next meeting.**

Note: **Action Items in bold red**

1. Introduction and Review of Agenda

- A. Filiatrault called the meeting to order at 9:00 pm (Italy Time). The Agenda was reviewed; no other points were added.

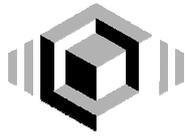
2. Review of 12th Board of Directors Minutes and Action Items, March 16, 2017

- The minutes of the Twelfth Board of directors were reviewed and unanimously approved. Actions items were approved.

3. Review of SPONSE Membership Applications

- The following applications were reviewed, discussed and unanimously approved.
 - Acrefine Engineering Services, United Kingdom – Admitted Industrial Organization member.
 - EUCENTRE, Italy – Admitted Research Organization.

D. Perrone will contact the representatives of each organization to let them know of their admission to SPONSE and request the usual information.



4. Debrief on SPONSE Special Sessions at 16ECEE in Greece (June 18-21, 2018 in Thessaloniki, Greece) and 11NCEE (June 25-28, 2018 in Los Angeles, USA)

- According to G. Magliulo's opinion, the SPONSE session in 16ECEE was a success in terms of participants. It seemed that the two groups filling the session were interested in each other activities. However, the time for each presentation was very short and the time for discussion was limited. R. Dhakal distributed SPONSE leaflets at 11NCEE; he noted a good participation. A couple of SPONSE members approached R. Dhakal. In his opinion, the LA session went better than 16ECEE session, because time allowed for presentations was longer than in 16ECEE. **D. Perrone should contact G. Mosqueda to know if he collected SPONSE leaflets with participant data and ask to send them to him.**

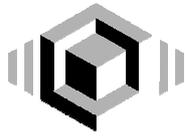
5. Update on MOU between SPONSE and Journal of Earthquake Engineering (JEE)

- The MOU is signed. JEE has not chosen yet a SPONSE Directors to serve as Associate Editor. **A. Filiatrault will contact A. Elnashai in order to get an update.**

6. Organizational Plan of the the Fourth International SPONSE Workshop, May 22-23 2019, Pavia – Andre

a. Organizational Plan Approved by EUCENTRE

- Timing is good because people coming to SPONSE workshop can also attend the following Nigel Priestley seminar. Probably ATC Board of Directors will be held the following Saturday, then they could participate. G. Magliulo proposed that the workshop could be recognised from the National Chamber of Engineers for providing professional developing hours. A. Filiatrault presented ideas, and keynote speakers and the whole program were discussed. R. Dhakal says that overlapping sessions should be avoided considering that their topics will be similar. A. Filiatrault fully agrees, but the option is left considering the possibility to have many participants. **After the approval of the program, A. Filiatrault will send e-mails to sponsors, asking them funds for some workshop activities, indicating sponsorship advantages and rates.** JP Boisvert from Etex will do its best to provide a sponsorship although it may not be easy to get approval. A. Filiatrault also presented forecasts about participation, costs and revenues. R. Dhakal notes that, comparing to normal conferences, SPONSE workshop will have more keynote speakers; A. Filiatrault explains that it is a strategy to attract people. The number of delegates will increase if ATC Board of Directors will participate and one of them could be invited as keynote speaker. Everybody



agrees on costs. JP Boisvert says that it is important to spread news to professional world. A. Filiatrault fully agrees and he thinks that as the poster is ready all the Directors should spread it. The plan was approved unanimously.

b. Workshop Poster

- Almost Finalized. It was shown and the idea is to distribute as much as possible. The success will depend on the ability to distribute the poster in the next 2-3 months. Concerning contacts, the SPONSE website provide the conference website, where all the contacts are.

c. Workshop Web Site

- It is under development. D. Perrone presented the website. The goal is to have the site ready on August 1.

d. Next Steps

- They were scheduled in the organizational plan and approved.

D. Perrone and A. Filiatrault will finalize the website, distribute the posters to the SPONSE members and other distribution outlets and initiate the Call for Abstracts.

7. Preparation of Second SPONSE Newsletter

- A. Filiatrault will include a contribution from EUCENTRE to be added to another contribution. In another page, the next SPONSE workshop will be presented.

D. Perrone to prepare the next edition of the Newsletter by mid-September.

8. Other Business

- No other business was discussed.

9. Date of Next Board of Directors Meeting

- The next skype Board of Directors Meeting should take place in middle November. **A. Filiatrault will prepare a doodle poll to select a date.**
- The meeting was adjourned at 10:20 pm (Italy time).