

ISPG Board meeting Minutes July 14, 2007
– All Seasons Room, Wyndham Hotel, 2-4 pm
Recorded by M. Woollacott, ISPGR Secretary

Fay Horak Called the Meeting to Order at 2:10 pm.

OLD BUSINESS

- 1. Congratulations** to Sharon Henry, John Jeka and Joyce Fung for a great meeting organization, including great on-line registration, new website, and hosted by the society itself.
- 2. Should we change the name of the Society?** Previous Vote by Board-members by e-mail regarding what the third word (currently we have been using “Posture”) should be: Stay with “Posture” (1,1,1,1,1 Fay, Jim, Steven, Jacque, Marjorie; reasons: linked to journal, easier, shorter, web-friendly), “Postural” (1,1,1,1, Kazuo, Sharon, Emily, Bas, reasons: this was the original name, so it is historic and grammatically correct), “Balance” (1,1, reasons: public use, changing culture of the research, significance is clear). We discussed the various options. **The consensus was that we should go with Posture.**
- 3. Non-profit Status:** Fay noted that because we have had such loose records, it has been hard to get nonprofit status, which involves proving we are not a business that makes profit. Fay has a form for all of us to sign that will help move forward the process. We need to choose a name for the society that won’t change. This was decided (see above) to be International Society for Posture and Gait Research.

We propose that the society should have at least 3 chapters and bank accounts, to help with nonprofit tax issues. We need at least 3 separate bank accounts, one for America, Asia and European Union. This way we can keep money from meeting to meeting in the society accounts and give student scholarships, etc. It may mean we need to hire a bookkeeper from the society treasury. And use the same software to keep records of accounts. Ex: Quickbooks software. We already have a business number for US taxes (form 990 for 2006 and 2007) but this is needed for Europe and Asia too (cost <\$2,000 for US). Need to record income and disbursements from the US bank account for the current meeting and other expenses (Europe can do its own tax reports starting in 2007). The positive consequence of hosting our own meetings is: transparency, taxes, profits, consistency.

4. Treasurer’s Report (Bas Bloem)

Income:

NIH grant \$29,000
Exhibitors: \$23,500
Membership \$19,450
Registration + events \$164,075
UVM contribution: \$9500
Abstracts \$8500
Total \$254,025

Expenses:

Conference costs: \$182,668

Liability insurance \$370

5. **Plans for current business meeting**, budget, transfer of information to Italy meeting.

Overall information on the current meeting: We have 362 people coming, 1/3 are students. 25 countries represented. Everyone who is attending is a member. Summary budget for the meeting:

Van rental: \$1470

Abstracts fee \$4000

Scholar one – for abstracts. \$7000

CC fees \$8000

Sprinfels \$7700

\$7200

Conf book cost \$4834

Cost of initial website set up \$10,000

Total \$233,242

Estimated profit: \$20,783

Preconference: hosted by Joyce Fung:

It was a separate entity only linked through website.

180 registered for preconference. Many clinicians

Nicely cross-linked between clinicians and scientists.

Probably about 80 also came to ISPGR meeting

In future, we should decide how to link it to society.

If hold it for clinicians for continuing education, could raise money for society.

Someone on the ISPGR Board could take responsibility for working with companies for exhibitors. Could work with other clinicians in ISPGR to contact clinically oriented exhibitors. It was suggested that Bas, Jay Nutt, and possibly Kazuo would write a policy for the Board for Exhibitors offering level 1,2, or 3 sponsorship. Could create a team of 3 people: European, US, Japan clinicians who can coordinate this.

European sponsors won't come to US, typically. Equipment companies will exhibit in Europe, Americas, Asia (like Vicon, etc). Need to contact them at once and remind them about next meeting.

Bas mentioned that when he organized the Gait and Mental Function meeting, the meeting used KENES Co. and they contacted the exhibitor companies and split profits with the organizers. Bas and Lorenzo will talk about this issue regarding the next meeting in Italy.

NEW BUSINESS

1. New Bylaws:

We need to approve these at the board meeting and approve them at the business meeting. We will tell people tonight at the Opening Session of the ISPGR meeting to read them before the membership meeting. There are 3 things that are changed: We

will have 3 presidents, the role of board members, ISPGR now hosts its own meetings. Fay was the first elected president. Before that, it was the organizer who was president. We then decided to elect a president at each meeting and there would be overlap: past, present and future. Eligible people would be: Jacques, Kazuo, Marjorie, Bas. Kazuo will be organizing the next meeting, so he declines, due to responsibilities. Jacques will be retiring so he declines. Marjorie declines, since she is secretary of ISPGR. So Bas will be the one person running. This means we need to find a new Treasurer. Sharon Henry was nominated and accepted as the next Treasurer.

In bilaws: we have 4 elected Board-members. 2 go off and 2 come on each 2 years. Now the president decides what they will do. Jacques will head the nominating committee. With new website we can have people nominated in advance. It could be done electronically by website. And people could describe why they would want to be on board.

We need two more Board Members: people who are interested could see Jacques Duysens. The following people were suggested, from Asia-Pacific, Americas, and Europe: Futoshi Mori, Margaret Mak, Sandy Brauer (Asia-Pacific); Mark Carpenter, Lena Ting, Brad Macfadyen, John Allum. Vivian Weerdestylen, Yury Ivanenko (Americas & Europe).

This would be done by ballot at our meeting. We can only vote and elect one within Asia and one from either Europe/America regions.

- a. Role of 3 Presidents
 - i. Past: Advise next meeting host
 - ii. President: Lead Member business meeting
 1. Assign committees to board
 - iii. Elect: Lead the next member meeting; Work with current president
- b. Role of Board members and their reports:
 - i. Jacques Duysens: Nominating committee
 - ii. Emily Keshner: Student award
 - iii. Vendors for next meeting
 - iv. Web site. John Jeka gave a report on the website. And passed out sheet on online goals and future recommendation. Jon will be the web master for the next two years. He will say a few words to the ISPGR members about the web. It cost \$24,000 for website in total during the last 2 years. We should have board-members vote to decide how much money to allocate to this, especially since it is a relative of a board-member who is contracted to run the website. We may want to find a sponsor for website. John and Bas will take charge of finding a sponsor, who would cover the running costs of the website. They cannot use membership list. Sell it to sponsor for a 2 year period. We could also think of co-sponsors.

Bylaws to add: “ISPGR consists of 3 chapters: The Americas, European and Austro-Asian. Each chapter will host meetings of the Society on a rotating basis as decided by the Board. All three chapters’ financial accounts to host meetings are under the supervision of the ISPGR Treasurer and must be used only to further the goals and purpose of ISGPR.”

Kazuo would like the local society in Japan (Posturography) to help support the meeting. That is fine, on a voluntary basis in individual countries.

2. Next meetings

- a. Italy
- b. Japan
- c. Future North American to approach board member

3. Support for travel. It was decided that we will support the keynote speakers only.

4. Student awards: The society will give 3 student awards – One will be called the Patla award for innovation. Emily Keshner will come up with rules, etc.

5. Publication of Abstracts. We can’t afford to publish them. They will be available online and a hard copy in packet. Host may propose to make a special issue with a journal, of 12 papers from meeting. Journal of Neuro-engineering and Rehabilitation is an online journal who might publish abstracts/papers in future.

The Meeting was adjourned at 4:15 pm.

ISPGR 07 Members Meeting Minutes. Tuesday, July 17, 2007, 12 noon – 2 pm, Burlington, VT.

Minutes recorded by ISPGR Secretary, M. Woollacott

Agenda Items:

1. Introduction of members of the International Executive Committee (IEC)
2. Thanks to the organizers and hosts of the 2007 ISPGR meeting.
3. Minutes of ISPGR 2005 members meeting, Marseille, France
4. Business arising from minutes
5. Revised bylaws of the ISPGR
6. Treasurer's Report
7. Election of the International Executive Committee officers
8. Discussion of the future of the ISPGR website
9. Next meeting: Bologna Italy, organized by Lorenzo Chiari; 2001 meeting in Japan by Dr. Ishikawa. (If you have interest in hosting next meeting (Americas) please let board know)
10. Bas Bloem: education/entertainment lecture: a new view of movement disorders.

Fay Horak called the meeting to order at 12:15 pm

1. Thanks to the organizers & hosts of the 2007 ISPGR Meeting.

Fay thanked the organizers of the current meeting for their work (Sharon Henry, Jon Jeka, Joyce Fung)

2. Introduction of members of the International Executive Committee (IEC)

Fay Horak gave a history of the ISPGR (Madrid, 1971 was first meeting)

She listed current International Executive Committee Officers:

President [Fay B. Horak](#), PhD, PT,

Oregon Health and Sciences University, Portland, Oregon, USA

President - Elect [Jim Frank](#), PhD,

University of Windsor, Windsor, Ontario, Canada

Co-Vice President [Dr. John Jeka](#),

University of Maryland, Baltimore, Maryland, USA

Co-Vice President Dr. Sharon Henry,

University of Vermont, Burlington, Vermont, USA

Co-Vice President, Joyce Fung

McGill University, Montreal, QC, Canada

Elected (Regular) [Emily A. Keshner](#), PT, EdD, Chair and Professor,

College of Health Professions, Temple University

Elected (Regular) Jacques Duysens, MD, PhD

Radboud University Medical Centre, Nijmegen, Netherlands

Elected (Regular) [Kazuo Ishikawa](#), MD

Akita University School of Medicine, Akita, Japan

Elected (Regular) & Treasurer [Bastiaan Bloem](#), MD, PhD,

University Medical Center, St Radboud, Nijmegen, The Netherlands

Elected (Junior) Lora Roci, PhD
University of Bologna, Bologna, Italy
Secretary Marjorie Woollacott, PhD
University of Oregon, Eugene, Oregon, USA

Elected Board Members at large:
Emily Keshner, 2005
Aftab Patla 2005 (Jacque Duysens 2006; host of Maastrick meeting)

Previous hosts/vice presidents:
Christine Assaiante, host of Marseille meeting, 2005
Stephen Lord, host of Sydney meeting, 2003
Alain Berthoz, host of the Paris meeting, 2001.

3. Minutes of ISPGR 2005 Members Meeting (Marseille, France).

Fay gave a summary of the Minutes of the last membership meeting in Marseille 2005:

Voted on:

Dues increase to \$50 for 2 years

2 board members to be elected for 4 yrs, 1 student member (They attend board meeting. Must be member or society for at least 2 of the last meetings.)

Jim Frank elected president.

Future meetings: Italy 2009, Japan, 2011

4. Business Arising from Minutes.

A Motion for Approval of Minutes were moved and Seconded and they were Approved by the participants.

Fay Horak passed the leading of the meeting over to Jim Frank.

5. Revised Bylaws of the ISPGR.

Motion: That the Revised Bylaws of the ISPGR, as presented at the 2007 membership meeting, be adopted.

Highlights of the revised bylaws:

1. Membership and responsibilities of the international executive committee (IEC)
2. Fiscal management and hosting the biannual meeting.
3. Website communication.

President and elected members are elected at meetings,
We have 4 elected members of society, serving 4 years each, and a junior member from grad students and post-docs, for 2 years.

President serves 2 years, but has to commit 2 six- years: 2 years of pres-elect, 2 yrs of pres, and 2 yrs of past-president.

Officers have responsibility of appointing a treasurer and secretary, and bringing issues forward at membership meetings.

Fiscal management. In past, hosts of meeting took responsibility for financial management. Under new organization, it is the ISPGR the will take responsibility for the meeting. There is still a host, but ISPGR takes risk for losses and income from meeting.

6. Treasurer's Report – Bastian Bloem

ISPGR accounts history:

2002: about 8000 euros

2005, Marseille, 17,424,28 euros

2007 Vermont, 39,612.68. euros

Membership: about 800 members

7. Election of the International Executive Committee Officers

President (acclaimed): Bas Bloem

Serves on the IEC for a total of 6 years.

Eligibility: Candidates must have served on the IEC for at least 4 years and must attend the current and following two ISPGR Conferences.

Elected Members – Regular Members (4): serve for 4 yrs.

Elect 2 to replace Kazuo Ishikawa & Bas Bloem

Paper ballot has been given to you at the 2007 Membership Meeting. Turn in your ballots at the Registration desk before the end of the meeting.

Elected Member – Junior Members (1): serve for 2 years.

Elect one to replace Lora Roci. Eligible candidates must be a graduate student of postdoctoral fellow during their appointment to the IEC. Please make nominations in the next month and there will be voting via ISPGR Website.

8. Discussion of the future of the ISPGR website – Jon Jeka

Website is WWW.ISPGR.ORG

It is a resource for the society, administratively, scientifically.

Items that have been Implemented and also Planned for the future:

Administrative: Accurate data base, registration, future meetings of ISPGR, events and information, links to useful web resources, your profile (please complete)

Scientific: seminal literature and current research (paper of the month?)

Please send us your ideas at info@ispgr.org.

9. Next meetings: 2009, Bologna Italy, organized by Lorenzo Chiari

2011 meeting in Japan by Dr. Kazuo Ishikawa. (If you have interest in hosting next meeting (Americas) please let board know)

10. **Bas Bloem:** education/entertainment lecture: a new view of movement disorders.

The Meeting was adjourned at 1:50 pm

The election results for ISPGR Board members were announced later in the meeting. The elected members were: Sandra Brauer (Asia-Pacific) of the PT Dept, U of Queensland, Brisbane, Australia (62 votes) and Brad McFadyen (Americas/Europe) of Dept of Rehabilitation, Laval University, Quebec City, Canada (33 votes).

Student Poster Awards went to:

Aftab Patla Award for Innovation: Veronica Naing, Simon Frasier University, Canada

Award 1: Claire Honeycutt, Georgia Tech, Atlanta Georgia

Award 2: Marleen van der Linden, Radboud University, Nijmegen, The Netherlands

Honorable Mentions:

Leor Gruendlinger, Israel

Justin Davis, California

Martin Gerin-Lajoie, Canada

EMG Award went to:

Dr. Antonio Nardone