

## **Minutes IPS Board Meeting, Kanazawa, 2018**

**Tues 9<sup>th</sup> May, 2018**

### **1. Attendance**

Chota Matsumoto (President), Allison McKendrick (Secretary), Mitch Dul (Treasurer), Michael Wall, Mark Zeppieri, Paul Artes, Linda Zangwill, Ted Garway-Heath, Aiko Iwase, Chris Johnson, Kazuhiza Sugiyama, Fritz Danheim, Ryo Asaoko

Apologies: Paul Artes, Lyn Racette, Ted Garway-Heath

### **2. Minutes of the 2016 meeting (Udine) and Action Arising**

The minutes of the 2016 IPS Board Meeting held in New York were tabled and accepted.

### **3. Final report from the Udine meeting**

A presentation regarding the final position of the 2016 Udine meeting was tabled by Dr Mark Zeppieri. There were a total of 98 participants. The meeting resulted in a nett profit of €4,589.58, which has been transferred to the IPS treasury.

### **4. President's report**

Prof Matsumoto noted that there had been some difficulties with the abstract submission system for the 2018 Kanazawa meeting. These arose from a combination of problems with web-design and issues arising from 2 byte rather than 1 byte character submission.

The President commended the work performed by Jessica Bramow in the development of the new IPS website. He noted that at present there are parts of the IPS proceedings that are completely openly available and a discussion was held regarding whether these should be password protected. On balance, a decision was made to have the proceedings openly available to the scientific community.

The issue of website currency was also raised, along with a suggestion for one of the Board members to be allocated to check the website content semi-regularly.

**Action:** The secretary to work with members of the board to ensure that the website content remains current.

### **5. Secretary's report**

Prof McKendrick reported that the IPS has received and processed 18 new applications for membership since the Udine meeting.

For the Kanazawa meeting, a total of 64 abstracts were received: 29 poster preferred; 33 oral preferred, 2 no preference. Reviewing of the abstracts was conducted by 18 reviewers who each scored between 6-7 abstracts. All abstracts were reviewed by two people and a cumulative score given. All abstracts except 1 were deemed of acceptable standard for

presentation at the meeting. The score did not influence the allocation of oral versus poster presentation, however, contributed to ranking for prizes and travel awards.

The annual call for dues was sent in November each year (2016, and 2017). Uptake for the annual call in 2016 was fairly low. For 2017, uptake increased as the meeting date approached. The membership database has 171 contactable members.

## **6. Treasurer's report**

Prof Mitch Dul explained in detail some of the issues that have arisen from the RegOnline payment system, including difficulties interrogating the member database and problems with reminders for payments. As a result, the number of financial members has been slightly difficult to track but is approximately 58.

The summary position of the society at the time of the meeting is a balance of \$US 96,000, which is a slight increase on the \$US 92,520 at the last board meeting (September 27<sup>th</sup>, 2016). The payment of travel grants for the 2018 Kanazawa meeting was not included in this balance position. Aside from membership dues income and travel grant expenditure, the other main expenses since the last board meeting include the purchase of the website domain name (5 years) and payment to the web designer (Jessica Bramow).

**Action:** Mitch Dul to investigate moving the payment system for membership to PayPal or similar.

## **7. Report on current meeting (Kanazawa)**

Prof Sugiyama presented an update on the upcoming Kanazawa meeting. The final position of the Kanazawa meeting will be provided to the board following the conclusion of the meeting. A detailed report will be provided at the Board Meeting of the 2020 IPS meeting.

## **8. Travel grants and Heidelberg Award**

There were 7 applications for the 6 travel grants. The travel grants were assessed by the Awards Committee (chaired by Dr Fritz Dannheim). The awardees were Serife Kucur (Bern, Switzerland), Mark Christopher (San Diego, USA), Muen Yang (New York, USA), Catarina Joao (Netherlands), Luca Torres (Dalhousie, Canada), Melissa Wright (Cardiff, UK)

The Board discussed the current travel grants, including eligibility, in addition to the Heidelberg Award. At the 2016 meeting, a decision was made to also include registration for the meeting and membership for the next 2 years as complimentary for travel grant awardees. While recognised as a positive in-principle idea, in practice, difficulty arose in the implementation of the free registration. There are logistical difficulties for the IPS Treasury to transfer registration funds to the local meeting hosts internationally, so in practice, the travel grant awardees effectively received free registration from the local meeting host budget. In recent years, the presence of a budget surplus has made this situation feasible, with the nett result of a lower surplus to return to the IPS treasury. However it was

recognised that if the local meeting is not running at a surplus then the registration costs of the travel grant awardees will need to be financially reconciled with the local meeting hosts in future.

Prof Fritz Dannheim noted that Heidelberg Engineering had verbally committed to continuing to support the Heidelberg Award. The appreciation of the board for the ongoing support of Heidelberg Engineering to the society was noted.

Prof Linda Zangwill led a discussion regarding possible social interaction events for younger society members and travel award winners at future meetings. Suggestions included trainee events, specific trainee tables at the banquet, or breakfast with the Board members and travel grant recipients.

**Action:** Photos of the awardees of the travel grants and Heidelberg Award recipients to be posted on the IPS website post the Kanazawa meeting.

Hosts of the 2020 IPS Meeting to consider trainee events as part of the meeting schedule.

## **9. Revision of constitution**

Draft changes to the constitution that were discussed at the last Board meeting were sent through to members on 13<sup>th</sup> March 2018, after earlier circulation in the board in January. Adoption of the suggested amendments will be voted upon at the General Business meeting.

## **10. Board membership**

Both the Vice-Presidents and the Secretary have been in their current roles for 4 years so are up for term renewal. This will need to be tabled and voted at the General Business meeting. No other nominations for these roles were received from within the board.

## **11. IPS Website**

A substantive discussion on the content of the IPS website ensued. Key elements raised for attention included:

- Accessibility of the past IPS meeting proceedings;
- An increased focus on the history of the IPS including photographs from previous IPS meetings and possibly a list of attendees at each past meeting;
- A more visible link to membership payment;
- A method by which members can check themselves if their payments are up to date;

**Action:** Profs Dannheim and Johnson to put together content for the History of the IPS. To request assistance from Prof Kani for photographic and other material from previous IPS meetings.

## **12. Visibility of the IPS**

In addition to the discussion regarding the website, further discussion of how to promote the IPS ensued. Suggestions included informational posters at conferences, DL cards to be produced regarding the 2020 meeting to be distributed at conferences, personal invitations to be sent to all members regarding the 2020 meeting and also asking them to recommend the meeting to colleagues, in addition to circulation via local glaucoma and perimetric societies.

**Action:** All board members to actively support promotion of the IPS 2020 meeting at all relevant conferences attended during 2019. Material to be prepared for distribution by the IPS 2020 meeting hosts by end 2018.

## **13. Consideration of Honorary members**

The following honorary members were proposed.

- Dr Richard Mills: IPS Secretary from 1990-1996, IPS Treasurer from 2000-2004, Local host of the meeting in Washington in 1994
- Prof William Hart: Member IPS board from 1992-2002; Actively involved in first computer graphics perimeters and in the exploration of colour perimetry
- Prof Kazutaka Kani. Local organising committee, 1992 Kyoto meeting; Local organising committee 2008 Nara meeting, Has attended every IPS meeting since inception.

**Decision:** The proposals for honorary memberships are to be formally nominated and voted at the General Business meeting.

## **14. Future meetings**

The 2020 meeting will be held in Berkeley, California, hosted by Prof John Flanagan and Prof Linda Zangwill, with likely dates being 19<sup>th</sup>-22<sup>nd</sup> August. Preparations for the Berkeley meeting have commenced

A bid to host the 2022 meeting in England has been received from Tony Redmond and Jonathan Denniss. General support for this meeting location was received from the board. A brief proposal will be presented to the General Business meeting.

## **15. Sub committee reports**

**Perimetry Education committee** – Prof Matsumoto reported that significant work in perimetry education is active in Japan with approximately 200 participants per annum. He suggested improved information on the IPS website regarding perimetric education. It was also noted that Prof Uli Schiefer is conducting a lot of education in the domain of perimetry and driving standards in Germany.

**Imaging Education committee** – Profs Zangwill and Garway-Heath will follow up with education documentation outside of the meeting.

**OPI** – Professor Wall reported on an update of normative database for some standard functions available on the OPI for the Octopus perimeter. Prof McKendrick noted that the OPI is now available on the Compass perimeter with active work being conducted by Prof Turpin in this domain.