

IGSN e.V General Assembly 2012

03 December 2012, 7-8a Marriott Foothill F, San Francisco

Present: Jens Klump, Kerstin Lehnert, Anders Noren, Cathy Constable, Anthony Koppers, Lesley Wyborn, Barbara Ransom, Lulin Song, Michael Piasecki, Dirk Fleischer, Lee Allison, Leslie Hsu

Summary

1. Opening and Welcome
2. Appointment of the meeting chairperson
3. Appointment of the minute taker
4. Establishment of the quorum
5. Approval of the agenda
6. Report by the members of the executive board and discussion
 - a. Events
 - b. Progress of IGSN e.V. Registration
 - c. National Data Repositories Discussion
 - d. New applications for IGSN
7. Budget proposal for 2013 and discussion
8. Appointment of the electoral officer
9. Election of the members of the executive board
10. Election of the annual accounts auditor
11. Miscellaneous
 - a. Discussion of Associate Members
 - b. Definition of and Procedure for establishing Allocating Agents
12. Resolutions
13. Actions
14. Informal Discussion

The meeting was opened at 7:10 am.

1. Opening and Welcome

Kerstin Lehnert opened the meeting and welcomed everyone.

2. Appointment of the Meeting Chairperson

Kerstin Lehnert proposed that Jens Klump be the meeting chairperson. There was no disagreement from the group.

3. Appointment of the Minute Taker

Jens Klump proposed that Leslie Hsu be the minute taker.

4. Establishment of the quorum

A quorum was established with representatives from eight member institutions. A sign in sheet was passed around.

5. Approval of the Agenda

Jens Klump summarized the agenda and called for approval of the agenda. There was no disagreement.

6. Report by the members of the executive board and discussion

Kerstin Lehnert gave a report from the Executive Board on 2012 activities.

Events

Regular telecons were established during the past year. (Five were held.)

Several events were held throughout the year to promote the IGSN, including:

- Kerstin Lehnert held a Town Hall meeting at EGU 2012
- Kerstin Lehnert and Lesley Wyborn held a Workshop and talk at IGC Brisbane
- Lee Allison promoted the IGSNs at National Data Repositories in Kuala Lumpur

In addition, Elsevier and IEDA/SESAR agreed to establish links with IGSNs and link to metadata records.

Progress of the IGSN e.V. registration

Jens Klump reported that the registration of IGSN e.V. is in progress. After last year's meeting, Kerstin, Jens, and Cathy went to the German consulate to begin the formal process.

On August 31st 2012, IGSN e.V. was officially registered.

IGSN e.V. has applied for tax exemption, this is in progress, Jens has not heard from them yet, but Jens does not expect any issues in this progress.

The next step is to open a bank account. Signatures of at least two members of the executive board are needed. This will happen in January when Kerstin is in Germany.

National Data Repositories Discussion

Lee Allison summarized some events from the NDR meeting. He noted that many developing countries have a lot of trouble with their sample and resource management, and there was interest in the future sample management workshop. Large companies such as Schlumberger are starting to offer services to address this.

Anthony Koppers mentioned that we don't have a standard for IGSN. The next technical item would be to develop a standard.

New applications for IGSN

Kerstin Lehnert brought up two new applications of the IGSN

- a. Petrological experiments – a slightly different metadata profile as they don't have geospatial information with them. (Library of Experimental Phase Relations)
- b. Materials Sciences (Materials Genome Initiative)

7. Budget proposal for 2013 and Discussion

Kerstin Lehnert reported that the main expenses so far are for the General Assembly (2012 and 2013), otherwise we should think about more promotional materials.

Anders Noren asked if there are any costs with maintaining the group in Germany. Jens Klump says that the only fees would be bank fees.

8. Appointment of the electoral officer.

Jens Klump proposed that Lee Allison be the electoral officer for the meeting. There were no objections.

9. Election of the Executive Board.

Lee Allison established that the current President, Vice-President, and Treasurer are, Kerstin Lehnert, Jens Klump, and Cathy Constable, respectively.

Lesley Wyborn proposed that all posts be re-elected because everyone has done a good job and continuity is important, especially in beginning stages of the organization. There were no objections.

The group agreed that there should be a staggered rotation of the officers, starting the following year, to avoid stagnation of officers.

Lee Allison confirms the re-nominations, and called for a vote on the entire slate of the executive board positions. All were in agreement, none were opposed and the officers themselves abstained from voting.

10. Election of the Annual accounts auditor

Jens Klump asked if there is any volunteer for the auditor. With no volunteer, Jens proposed that Anders Noren be the annual accounts auditor. Anders Noren agreed and there were no objections.

11. Miscellaneous

Jens Klump proposed that the formal part of the meeting be closed unless there are any new things that need to be voted on.

Discussion about Associate Members

The discussion concluded that For-profit organizations may participate, but the IGSN cannot be sold for a profit. Software related to the IGSN cannot be sold, more specifically, the component that has to do with IGSN must be open source. Services might be able to be sold for profit.

Jens Klump says he will speak with DataCite to see how they deal with the publishers.

Jens proposed to hold off the vote on for-profit organizations as associate members since there is no application on the table, so it can be voted on later, remotely.

Kerstin Lehnert suggested Elsevier as a supporting or affiliate member, and brought up the fact that Woods Hole Oceanographic Institution and the University of Hawaii are interested in joining.

Associate members can attend General Assembly and try to guide the progress of the IGSN.

Barbara Ransom asked if IGSN has reached out to all NSF data facilities and discussed the ability of assigning IGSNs. Barbara would be happy to facilitate those discussions.

Definition of an Allocating Agent

Anthony Koppers brought up the need for better definition of an allocating agent. Members can be allocating agents, but does this mean the institution is the allocating agent, or the smaller entity that actually deals with the IGSN.

Jens Klump said that allocating agents can delegate technical to other entities. We need to define what are the things that can be delegated. Allocating agents are responsible for maintaining the link between IGSN and metadata profiles.

It was agreed that the responsibilities of the allocating agent should be documented in writing.

Jens closed the formal meeting at 8:30a and thanked everyone for being here.

Resolutions:

1. All agreed that there should be a staggered rotation in the executive board.

Actions:

1. Work towards developing the standard for IGSN that technical developers can use.
2. In the next telecom, include discussion on how to include Affiliate/Associate members.

3. Document the duties and guidelines of the Allocating Agent, with literature references. (Establish a small working group and then present the results at a telecon. An in person meeting is possible in February in Washington D.C.).
4. Jens Klump will ask DataCite how they deal with the journal publishers as members.

Informal Discussion:

Anthony K. suggests that other groups besides those representing rock and mud samples are included.