

## **INS Business Meeting Minutes**

July 3, 2015

Sydney, Australia

Adoption of Agenda

The agenda was adopted.

Minutes for the Business Meeting held in Denver on February 06 2015

The minutes had been approved by the BoG and were available on the website.

### **Treasurer's Report**

Dr. Hermann, INS Treasurer, reported the following:

Financial Advisory Subcommittee: At the Denver BOG meeting a Financial Advisory Subcommittee our committee was formed (Bruce Hermann, Peter Arnett, Adam Brickman, Martine van Zandvoort) and charged with reviewing the current INS investment strategy which consists solely of CD holdings, consulting with Burish UBS to consider other investment strategies, and reporting back to the BOG in Sydney. The subcommittee met by conference call on 4 occasions. On two of the conference calls representatives from Burish UBS were involved to review and discuss potential alternatives. Following those meetings a series of 6 questions were considered by the subcommittee which are posed below along with our unanimous recommendations.

#### Key questions and recommendations:

Should INS invest in vehicles other than CDs?—YES

After we withhold 3 years of operating costs—should INS invest all residual dollars in vehicles other than CDs?—NO

How should we proceed?—We suggest a gradual process whereby soon to be maturing CDs (n=2 with total value of 250K) are transferred to Burish for investment. This investment should be reviewed in Boston with a decision by the BOG regarding whether to allocate additional maturing CDs for investment.

Which of two plans offered by Burish (to be presented in Sydney) should we consider?—The more conservative/less risk option.

Is there additional information we would like from Burish before moving ahead? YES—we would like a better understanding of the “structured note” component of the conservative plan.

Is the financial committee otherwise comfortable with this plan and proceeding with Burish UBS in particular?—Yes

We thought that this represented a reasonable, conservative, and methodical start to increasing the yield of our investments which can be used to the benefit of the INS.

The above was discussed at the Sydney BOG meeting and while favorably received, additional questions were raised by members of the BOG primarily involving issues of costs and prior performance with similar investment strategies with other nonprofit organizations. The subcommittee will hold another call with Burish to address these questions and the answers will be circulated to the BOG for further consideration of the motion.

Dues Increase: At the Denver BOG meeting a motion was made and passed to increase INS dues, but the amount of increase remained uncertain. At the Sydney BOG meeting this issue was revisited and the impending costs associated with implementation of the new strategic plan was viewed by the Treasurer's office as further supporting the prior decision of the BOG to increase member dues. However, at this time the BOG declined to increase dues. This motion will be revisited in Boston once we have a better appreciation of the added costs associated with the initial steps to implement the new strategic plan.

### **Executive Director's Report** (Dr. Chelune reporting)

Nominations Committee: Drs. Erin Bigler (Chair), Erik Hessen, Sandy Weintraub, Robin Morris, Paula Shear offered the following slate of candidates:

## 2016 Election Slate

### President:

Glenn Smith (USA)  
Keith Yeates (Canada)

### Member-at-Large:

Derin Cobia (USA)  
Leandro Malloy-Diniz (Brazil)  
Alberto Luis Fernández (Argentina)  
Marc Norman (USA)  
Dorene Rentz (USA)  
Yana Suchy (USA)

## **Future Meetings and Site Selection:**

### 2016

Boston, February 2-6 Marriott Copley Square (Rosemary Fama will be Program Chair)  
London, July 5-8 Riverbank Park Plaza. (Drs. Kopelman and Morris will be co-Program Chairs)

### 2017 (INS 50<sup>th</sup> Anniversary)

New Orleans, February 1-4, 2017 Marriott New Orleans (Ben Hampstead will be Program Chair)  
Cape Town, July 5-8 Cape Town International Convention Center (Ann Watts will be Program Chair)

### 2018

Washington D.C. February 14-17, 2018 Marriott Washington Wardman Park.  
Prague, Czech Republic July 17-21 (Dr. Lenka Kramska is coordinating)

## **Strategic Planning Retreat**

Dr Watts informed members that the BoG had held a 1.5 day strategic planning retreat prior to Congress with the aim of developing the Society's first Strategic Plan. She indicated that members would be kept informed of progress and that the Strategic Plan would be shared with them once it has been finalized and approved by the BoG.

## **Committee Reports**

### International Liaison Committee

Dr. Jon Evans gave a summary of the activities of the ILC since he took over as Chair following the Denver meeting. He noted that he has undertaken an informal survey of a number of colleagues from around the world regarding the question of what INS, and in particular ILC, can do to further support the development of neuropsychology worldwide. The comments from this survey are listed in the written report provided to the BoG. Key issues included improving access to existing resources (e.g. reducing fees; remote access to conferences; website in different languages); provision of additional learning opportunities (summer schools; webinars); greater use of social media technology; mentoring in relation to research and clinical activities (e.g. supporting development of culturally and linguistically appropriate test materials). Jon noted that many of the suggestions had been reflected in discussions in the Strategy Meeting and therefore would be followed up as part of the work arising from the strategy meeting.

### Publications Committee

Dr. Dikmen provided an update on the activities of the committee. INS continues to be in a very strong position with respect to JINS and other publications.

### Bylaws Committee

Dr. Chelune noted that the Bylaws committee had reviewed the current INS bylaws and made a number of suggestions for ways in which the bylaws might be simplified and updated. The suggestions are being

considered at the regular Presidents meetings, with final recommendations to be made to the BoG in due course.

### **Other Business**

There was no new business.

### **Adjournment**

After thanking the committee chairs for their reports and asking if there was any new business, Dr. Watts adjourned the meeting.

*Respectfully submitted*

*Michael McCrea, Board Secretary*

### **INTERIM BOARD ACTIONS:**

1. Approval of the Sydney BOG minutes:

“Attached is the final draft of the Action Agenda MINUTES from the Sydney BOG meeting. Unless you see a glaring typo or inaccuracy, and you are simply being asked to vote to Approve, Disapprove, or Abstain regarding these Minutes. “

Sent: 8/3/15. Vote 14 Approve (unanimous).

2. Approval of the INS Strategic Plan:

Dr. Ann Watts moved that the INS Strategic Plan 11 Sept 2015 (see attached) be approved by the INS Board of Governors.

Second by Dr. Kathy Haaland.

September 18, 2015. Vote 13 Approve; 1 missing vote.

3. Approval of Investment with Burish UBS:

Treasurer, Dr. Bruce Hermann moved that the INS BOG adopt the recommendations by the INS Treasurer and Financial Advisory Committee as detailed below:

a. INS consider active but judicious attempts to grow a portion of our reserves.

b. To that end, we recommend investing 250k (representing two recently matured CDs) with Burish UBS in the conservative plan proposed (attachment 3).

c. We recommend that Burish UBS proceed as they propose, that is, invest the dollars over a 6 month period based on market trends and opportunities.

d. In Boston and London the BOG should review the status of this account and decide if further investment is indicated in light of fund performance and the other fiscal needs of the society (e.g., Strategic Plan).

Second by Dr. Adam Brickman

October 21, 2015. Vote: 13 Approve, 1 missing

4. MOU with FESN:

Dr Ann Watts moved that the Memorandum of Understanding between INS and FESN (see attached) be approved by the Board of Governors.

Seconded Dr Kathy Haaland

Background: As you are aware INS has been interacting with the Federation of European Societies of Neuropsychology (FESN) for the last few years. In 2013 INS convened an invited symposium on TBI at their Congress in Berlin. During this Congress then President Ponsford and then Incoming President Bigler met with the leadership of FESN to discuss areas of collaboration. You will recall from the July 2015 BoG meeting in Sydney that INS was again invited to convene a symposium at the FESN Congress that was held in Tampere, Finland, September 9-11, 2015. You will also recall that the development of a Memorandum of Understanding (MOU) with FESN was also discussed. Following the BoG meeting Watts, Haaland, Kopelman, and Chelune met with FESN President-Elect Hessen in Sydney to discuss the collaboration between FESN

and INS. It was agreed that Watts and Haaland would draft an MOU that would be discussed with the FESN leadership when they attended their Congress in Tampere.

Attached is the proposed MOU that the FESN Management Committee and Council have approved. Watts and Haaland would now like to ask the BoG for their approval. If approved, the MOU will be signed at the Boston meeting in February 2016. It is an aspirational document that will enable INS and FESN to identify areas of collaboration as needed. Such collaboration is consistent with the INS strategic plan and priorities. November 25, 2015. Vote: 14 Approve

5. Support of the Ibero American Congress:

Dr. John DeLuca moved that INS Allocate \$5000 in Support of the Iberoamerican Conference to be held in Bilbao, Spain the first week of June 2016 by sending two representatives to the meeting, who will report back to the INS board on the activities of the conference and potential for future collaborations.

Seconded Dr. Bruce Hermann.

Background: As briefly mentioned in Sydney, Dr. Juan Carlos Arrango of the University of Deusto is organizing the 1st Iberoamerican Congress of Neuropsychology to be held 1-4 June, 2016 at the University of Deusto in Bilbao Spain. The conference currently has been endorsed by more than 17 national and international associations (including the Finnish and Norwegian Societies, the So. African NP Assoc, and Hispanic NP Society). Although their conference will occur the month prior to the INS meeting in London, their target is primarily Spanish and Portuguese speakers from Iberia, Latin America and South America. They are seeking sponsorship from INS to send 2 INS speakers to present and participate in the Congress (their scientific committee have suggested INS BOG members, Drs. DeLuca and Evans as possible representatives). In exchange, the Iberoamerican Congress will include the INS name and logo in all publicity produced for the event, including the website and printed advertising. INS can also have a booth or table to publicize INS, *JINS*, and INS meetings and activities. Given the mission of INS to help foster the development of neuropsychology around the world, sponsorship of the Congress may well be in the long-range interests of the Society and could lead to an eventual MOU similar to that proposed with FESN. Certainly, they could potentially be a strategic partner for future July meetings in Iberia, South America and Latin America.

November 25, 2015. Vote: 14 Approve

*Submitted by  
Michael McCrea, PhD  
INS Secretary*