



## BOARD OF DIRECTORS MEETING MINUTES

Date: 8 April 2021

Time: 8:00AM ET

### In Attendance

- Constantinidis, Jannis
- Hassab, Mohamed
- Hwang, Peter
- Karpischenko, Sergei
- Kennedy, David
- Kern, Robert
- Otori, Nobuyoshi
- Rhee, Chae-Seo
- Tantilipikorn, Pongsakorn
- Toskala, Elina *-departed at 9:04am ET for clinic*
- Wardani, Retno (Danni)

### Approval of Minutes

The minutes were distributed and reviewed from 07 July 2020 Board meeting; minutes were approved.

### Greece Meeting 2021

Prof. Constantinidis provided an update on the upcoming Greece meeting. Planning committee is moving forward with a double-pronged approach: hybrid (in-person and online) and entirely virtual. Most European participants will be eligible to travel, but Australian and possibly US colleagues may not be eligible at this time. Significant effort in planning for social activities, but program is still underway. ERS Board meeting next week (every 2-3 weeks via zoom) to sort out alternative plans. Per Prof. Kennedy, ERS must include ISIAN on any future significant notices (e.g. changes to date, venue, etc.). Travel awards for Greece meeting will be arbitrated by Prof. Constantinidis.

### Financial Review

Prof. Otori highlighted financial details for ISIAN. Current account balance shows approximately \$200,000 USD following limited meeting activity due to Covid-related restrictions. Per Swiss accounting firm and regulation, society allocations should increase to ensure preservation of non-profit status.

(Financial Review Cont'd)

Suggested Allocations:

- Double travel and/or research awards to \$10,500 USD (Kern)
  - Research Awards - \$4,500 USD
    - *First Place: \$2,000 USD*
    - *Second Place: \$1,000 USD*
    - *Honorable Mention 1: \$750 USD*
    - *Honorable Mention 2: \$750 USD*
  - Travel Awards - \$6,000 USD
    - Awardee 1: \$2,000 USD
    - Awardee 2: \$2,000 USD
    - Awardee 3: \$2,000 USD
  - Motion made (Kern); Seconded (Kennedy)
  - Motion passed unanimously
- Establish competitive research grant and travel award - \$12,000 USD (Hwang)
  - Travel Award - \$2,000 USD
  - Research Award - \$10,000 USD
  - Target audience: resident or otolaryngologist in first five years of completed training in need of small grants to support research
  - Highlight grant application period at future meeting
    - Advertise now and present at St. Petersburg meeting?
  - Hwang to bring in Ben Bleier to develop description and market in 1-2 months. Applications will be accepted in September 2021, award made in mid-October 2021.
  - Winner formally announced at Russia meeting 2022
  - Research presented at Tokyo meeting 2024
  - Motion made (Kern); Seconded (Kennedy)
  - Motion passed unanimously
- Educational Website - \$10,000 USD (Kern)
  - Overhaul website and member portal with focus on educational content
  - Highlight meeting content for members
  - Leverage email address databases from previous meetings
  - Develop Subcommittee to oversee process and provide clarity on membership process/protocols
  - Exploratory bids from US firms underway

## Research Awards

Prof. Kennedy reiterated that the established process for review should be followed in order to be considered for an award: (1) work needs to be submitted and be in the format for *International Forum for Allergy and Rhinology* (IFAR); (2) these papers must then be submitted to IFAR; and (3) for this meeting, awardees will be determined by Drs. Kern and Constantinidis (or his designee). For future

meetings, an ISIAN subcommittee will determine awardees. Subcommittee members include Profs. Kennedy and Douglas.

## Russia Meeting 2022

Prof. Karpischenko confirmed the meeting dates are 11 July 2022 to 14 July 2022 in St. Petersburg at the historical downtown center. Prof. Kennedy reminded Prof. Karpischenko of the importance to include ISIAN in the planning of the scientific program. Motion made to approve dates (Kern) and seconded (Kennedy); motion passed unanimously.

## ERS Bulgaria

Prof. Kern intends to attend meeting (dates TBD), but there may not be much participation from Asia and it's been a while since we've had a meeting in Asia. If ISIAN plans to sponsor two meetings that year, English would need to be the primary language. Will need to explore what's happening in 2023 for easier travel options (e.g. South America, Asia, etc.). Worldwide interest for Bulgaria might not be significant.

## Tokyo Meeting 2024

Prof. Otori shared the intended dates for Tokyo 2024: 04 April to 07 April. These dates have already been approved by IRS and ERS to eliminate conflicting meetings.

## Bangkok 2026

Prof. Tantilipikorn suggested a November meeting instead of an earlier month as the weather is more pleasant. Dates approved by TRS, need to get approval from other societies to avoid conflicts.

## Leadership Changes

Following next BOD meeting the following leadership changes will take effect:

- Prof. Kennedy moves from General Secretary to Historian;
- Prof. Kern moves from President to General Secretary;
- Prof. Otori moves from Treasurer, successor TBD;
- and Prof. Constantinidis becomes President.

## Next Meeting

Fall 2021 (exact date TBD, Virtual location (Zoom))

Motion to adjourn was made at 9:17am ET and was passed unanimously.

## ISIAN General Assembly

### In Attendance

- Constantinidis, Jannis
- Hassab, Mohamed
- Hwang, Peter
- Karpischenko, Sergei
- Kennedy, David
- Kern, Robert
- Otori, Nobuyoshi
- Rhee, Chae-Seo
- Tantilipikorn, Pongsakorn
- Wardani, Retno (Danni)

General Assembly called to order at 9:17AM ET.

- Motion opened to approve website development allotment of \$10,000 USD
  - Motion approved at 9:18AM ET
- Motion opened to approve research grant allotment of \$12,000 USD
  - Motion approved at 9:18AM ET
- Motion opened to approve travel and research awards of \$10,500 USD
  - Motion approved at 9:19AM ET

General Assembly adjourned at 9:21 AM ET.