

Minutes of the IPS Board Meeting
21st May 2008, Nara, Japan

Present

Mike Wall (President), David Henson (Sec), Ulrich Schiefer (Treas)

Fritz Dannheim, David Garway-Heath, Aiko Iwase, Ronald Harwerth, Chris Johnson
Chota Matsumoto, Richard Mills, Yoshio Yamasaki, Linda Zangwill, Manuel Gonzalez
de la Rosa, Marta Gonzalez-Hernandez.

1.0 Apologies

Shaban Demirel, Pam Sample, Paul Artes.

2.0 Minutes of the 2006 meeting

Ronald Harwerth omitted from those present otherwise minutes accepted as a true record.

3.0 Matters arising from the 2006 minutes

Promotional IPS slides on IPS web site. Mike Wall invites members to send slides to him for placing on the IPS website.

CME document on the web site. A German language version has been produced by Paul Artes, Jens Paetzold and Ulrich Schiefer. Bill Hart has agreed to translate and Springer has agreed to support an electronic version for access via web site. Mike Wall to ask Bill Hart to proceed.

Opportunity fund. Chris Johnson would still like to promote the Opportunity Fund. Problems have been encountered with getting donations tax deductible due to the status of the fund (in USA it needs to be a non-profit organisation). Ulrich Schiefer pointed out that these problems vary from country to country and gaining such status for all countries is practically impossible. Ulrich Schiefer proposed that any residual balance from the IPS symposia be transferred to the fund. David Garway-Heath proposed setting up a sub-committee to look at how the fund will be used. Chris Johnson agreed to be chair of the committee with David Garway-Heath and Mike Wall as members. Announcement to be made at General Meeting with request for further IPS members to join the sub-committee with a view towards making it more international.

Name change. Proposed name change to Imaging and Perimetry Society (IPS) with an updated mission statement.

4.0 Secretary's report

David Henson presented the secretary's report. Membership has increased by 10 to 174, however, there are still a significant number of members who are in arrears (see treasurer's report).

The call for papers for the Nara meeting was entirely via email/web and 61 abstracts were received 60 of which were accepted for presentation after each application had been reviewed by 2 members of the IPS.

Three travel grants of \$900 have been awarded to Jonathan Denniss (UK), Tony Redmond (UK) and Katarzyna Nowomiejska. Ulrich Schiefer proposed that the recipients of the awards should be listed upon the IPS web site and that recipients should be asked to acknowledge support of the IPS in any publications related to the work presented at the IPS meeting. It was agreed to continue with the current travel awards for a maximum of 4 people and to consider increasing the number and funding of awards in the future.

Work on maintaining a Treasurer's database of members continues well. The Society would like to thank Jens Paetzold who has assisted Ulrich Schiefer in setting up this database and welcomes Bettina Selig who has taken over this role. Trish Duffel (Iowa) currently maintains the IPS membership database on the web site and Patrice Henson maintains the Secretary's membership database. Some work is still needed to keep the databases in line with each other, however, there is good communication between Bettina, Patrice and Trish and the Board wish to thank them all for the work they have undertaken over the last 2 years.

5.0 Treasurer's report

Ulrich Schiefer presented the treasurer's report details of which are in a separate document on the IPS web site.

It was recognised that the current system for the payment of membership fees (PayPal) is not working well and that there is a need for amore flexible system that includes the option to pay via credit card.

It was proposed to introduce credit card system for the payment of membership fees and that fees should be paid yearly (currently bi-yearly) with reminders sent out by mail.

5.0 Standards Sub Committee

A new IPS Standards and Guidelines document has been produced by the Standards sub-committee (definition of terms still needs to be completed). A number of amendments were suggested and it was proposed that these should be emailed to the chairman of the sub-committee (Pam Sample) who will review them and, following the completion of the

Definition of Terms, will submit the final document to Mike Wall for uploading on to the IPS website.

Ulrich Schiefer suggested that the final Guidelines should also be submitted for publication.

David Garway-Heath proposed that the document should be reviewed on a regular basis, e.g. every 5 years.

The Board wished to thank Pam Sample and the sub-committee for all the work they had done in putting together the Guidelines.

Proposal that amendments to current document be sent to Pam Sample within the next 3 months and that the Standards sub-committee review amendments, complete the definition of terms prior to submitting document for uploading to IPS web site.

7.0 Publication of proceedings

There are no arrangements for the publication of the abstracts for the 2008 meeting. Mike Wall raised the issue of whether or not we should re-introduce the publication of the IPS meeting proceedings and if so what would be the best method bearing in mind the high cost of the earlier Acta agreement.

After lengthy discussion it was proposed that the proceedings of the next meeting should be electronically published on the IPS web site. Those presenting at the 2010 would be asked to present a paper (with limitations on length and the number of figures/tables). The format could range from the submitted abstract to a full paper with presenters being encouraged to submit at least an extended abstract of their presentation.

8.0 Document Repository

Mike Wall proposed that important documents and visual field papers (including those of the IPS members) be placed in PDF format within a document repository for access by members.

It was accepted that a number of copy write issues needed to be resolved before any decision could be made. There was, however, considerable support to the notion that important (classical) perimetric papers, which are often not available for downloading from the Internet, should be made available.

9.0 Visibility of IPS

Ulrich Schiefer raised the issue of IPS visibility and how this might be improved. He suggested that one way might be to introduce technician training courses to run alongside the IPS symposia. Chris Johnson suggested that this was a good idea but that it would be best to leave it to individual hosts.

It was proposed that future symposium hosts be encouraged to think about linking such courses to future IPS symposia.

Ulrich Schiefer also proposed that the IPS set standard operating procedures for equipment. After some discussion it was felt that while operating procedures for individual pieces of equipment were best left to the manufactures of the equipment. It would be useful if the IPS collated information on the operating procedures used in clinical trails/studies.

10.0 IPS Logo

Ulrich Schiefer asked if the logo of the IPS should be changed to take into account the imaging role of the society.

It was agreed that this issue should be raised at the Business meeting.

11.0 Heidelberg Award

It was felt that the current Heidelberg award should be promoted better for the next IPS symposium.

It was agreed that the awards (\$5K) would be announced with the next call for papers with a check box included on the abstract form. Fritz Dannheim, Linda Zangwill, Ron Harwerth and David Garway-Heath will score all eligible presentations this year with the result being announced at the Business meeting.

12.0 Venue of next meeting

The Board was given a presentation by Manuel Gonzalez de la Rosa and Marta Gonzalez-Hernandez on the next IPS symposium (2010) location in Tenerife, Spain. The proposed date is 23-26th March 2010. Manuel Gonzalez de la Rosa and Marta Gonzalez-Hernandez were asked to give a brief presentation to the Business meeting on the progress that has been made

A proposal to host the 2012 meeting in Australia has been received from Andrew Anderson, Andrew Turpin and Alison McKendrick.

The Board proposes to accept the offer made by the Australian group to host the 2012 meeting.

Members are asked to submit proposals to the Secretary for the 2014 meeting.

13.0 Any Other Business

There was no further business.