

## 2024 IPS Board Meeting, Cardiff, Draft Minutes

Aberdare Room at **Aberdare Hall**, Corbett Road, Cardiff, CF10 3UP

4.30-6.30pm, Tues 30<sup>th</sup> July 2024

### Agenda

#### 1. *Attendance and apologies*

Present: Chota Matsumoto, Michael Wall, Paul Artes, Mario Zulauf, Hiroki Nomoto, Ryo Asaoka, John Flanagan, Lyne Racette, Linda Zangwill, Mitch Dul, Tony Redmond, Giovanni Montesano, Andrew Turpin, Allison McKendrick, Chris Johnson

Apologies: Aiko Iwase

#### 2. *Minutes of the 2022 Board Meeting (Berkeley); 2023 meeting (via MS Teams)*

Taken as read.

#### 3. *Matters arising from the minutes (not elsewhere covered in agenda)*

##### a. *Not for profit status*

A discussion was held regarding the appetite and need for the IPS to register as an official “not for profit” organisation in the USA. Lyne noted that her enquiries estimate a cost of approximately \$US6000 to establish. If the society has > \$250K in revenue, then reporting is required to the IRS. It was also noted that annual auditing would be required, with some associated costs. The benefits are that donors/sponsors may be eligible to claim tax exemptions, and that the IPS will be able to have a more mature organisational structure around finances.

**Motion Raised:** “To investigate the full cost of moving to NFP status including initial registration costs and ongoing costs of audit, record keeping support, taxation support etc”. Moved Allison McKendrick. Seconded: Michael Wall. Unanimous approval.

**Lyne Racette to action and report to Board in 6 months.**

#### 4. *Final report from the Berkeley meeting (John Flanagan, Linda Zangwill)*

Slide presentation from John Flanagan and Linda Zangwill.

All agreed that it was a fantastic outcome given the COVID situation. It was noted that it was a difficult situation that many of the regular Japanese contingent could not attend due to COVID restrictions.

#### 5. *President’s report (Chota Matsumoto)*

- The President thanked Tony Redmond for organising the 2024 meeting and Mario Zulauf for agreeing to host the 2026 meeting.
- The success of the joint project with ISCEV was noted with the following publication arising: Jolly, J.K., Grigg, J.R., McKendrick, A.M. et al. ISCEV and IPS guideline for the full-field stimulus test (FST). *Doc Ophthalmol* **148**, 3–14 (2024). <https://doi.org/10.1007/s10633-023-09962-7>
- The President introduced the idea of a database of Automated perimeter devices (already 50 years gone by). (see later agenda item 15b)

#### 6. *Secretary’s report (Allison McKendrick)*

- 17 new members since the last meeting – majority postdocs and students
- The Secretary noted that this is her outgoing meeting as Secretary and thanked the Board for their assistance with tasks over many years.

## 7. *Treasurer's report (Lyne Racette)*

- a. Current balance of accounts is approximately \$90K USD. Michael Wall noted that this has roughly been our level since the Portland meeting.
- b. The transition from the Past Treasurer (Mitch Dul) to current Treasurer (Lyne Racette) has taken some time but is almost completed
- c. Now have past treasurer and current treasurer as signatories.

## 8. *Travel grants and Heidelberg Award (Allison McKendrick)*

- a. Travel Grants: 5 applicants. Assessed by the Awards Committee (Ryo Asaoka, Tony Redmond, Mitch Dul). All met the selection criteria, so 5 travel grants were awarded. \$1000USD plus registration to the meeting. Marta Colmenar Herrera (University of Bern), Mehrdad Gazanchian (University Medical Centre Groningen), Shahin Hallaj (Shiley Eye Institute, UCSD), Pinaz Nasim (Manipal Academy of Higher Education, India), and Ryo Tomita (Nagoya University)

Allison: The number of applications was down. Tony notes that it was not obvious that postdocs could apply as the "in training" wording was perceived to exclude them.

**Action: Secretary next meeting make sure call for applications casts a wide net.**

- b. Heidelberg Award: 4 applications: Victoria Stapley, Aoife Hunter, Jennifer Li, Takashi Nishida. To be decided during the meeting by the non-conflicted members of the Awards Committee

## 9. *Board membership and Office Bearers*

- End of Term – Aiko Iwase (VP); Allison McKendrick (Secretary);
- Positions were reviewed in relationship to the IPS Constitution term lengths. Task committees are in place until tasks are completed.
- Note of thanks to John Flanagan as 'task chair' for the 2022 Berkeley Meeting.
- Tony Redmond and Mario Zulauf form part of the board as 'task chairs' for current and next meeting.
- A new 'task' is the IPS History Project. Aiko will remain on the IPS Board as Chair of the IPS History Committee.
- A discussion was had regarding the vacating Secretary and Vice-President roles. The Board agreed to nominate Tony Redmond as Secretary; and Allison McKendrick as Vice-President. These roles will be ratified at the General Business meeting.

## 10. *Report on status of current Cardiff meeting (Tony Redmond)*

- Registrations: 115.  
All submissions have a member (52 submissions, 2 award lectures, 2 keynotes).  
8 sponsors. Platinum to Bronze.  
Income: \$US 38K. Sponsorship \$US115K = \$US153K  
Finances are not complete until all bills paid after the conclusion of the meeting but a surplus is expected.
- Special thanks to Shona Redmond for support and help in organising.

## 11. *Update on IPS 2026 (Mario Zulauf)*

Dates for the Bern meeting are set at: August 25<sup>th</sup>- 28<sup>th</sup> 2026.

Mario provided a presentation on the meeting venue and likely accommodation and activities.

A discussion was had regarding website creation for the Bern meeting, along with whether only digital program will suffice.

**Action: Tony Redmond to transfer proceedings and www hosting to Mario.**

## 12. Sites for future IPS meetings

IPS 2028 is scheduled as “Asia Pacific” on the typical rotation. The JPS is considering hosting in Japan, but need more time to confirm a location and meeting hosts. Perth, Australia is another option but Japan is preferable in terms of costs and travel time for most members.

IPS 2030 – there is some interest in hosting the meeting in South America. A discussion will be held with the current South American IPS membership.

**Action: Board members to discuss with IPS members during the Cardiff meeting and to present several options at the Business meeting.**

## 13. IPS website

- a. New website was created in 2023. It isn't amazing but serves the purpose. A significantly increased financial investment would be required to improve the “look and feel” of the website.

## 14. IPS History Project

Aiko Iwase has been collecting photos but needs more photos from members to broaden the reach. Chota Matsumoto showed an example of the historical record of the Japanese Glaucoma Society, where each meeting is summarised by a 5-page pdf. The board discussed and agreed that such a meeting record would be useful and best to be captured contemporaneously with each meeting.

**Action: Aiko Iwase to create a template for a report to be distributed to past meeting hosts.**

**Action: Secretary plan to host the reports on the IPS www site along with the proceedings.**

## 15. Reports from sub-committees and discussion of future sub-committee priorities

- a. An OPI Update was provided by Andrew Turpin and Michael Wall.
- b. *Education Sub-committee Update (Chota Matsumoto) – database of automated perimeters*  
Chota Matsumoto has been creating a document on the specifications and uses of perimeters produced since the advent of automated perimetry. This is considered an important part of visual field history and should be captured by the IPS. A discussion was held regarding how the IPS can action collecting/adding to the device database. Chris Johnson noted that older literature contains details of some perimeters. A discussion was held regarding how to disseminate such a resource. It was suggested that a citable resource would be best (eg. Survey of Ophthalmology article) with a link to the IPS website which could host photos/manuals etc.

**Action: Everyone, send Chota Matsumoto resources about old perimeters. Call out to general IPS membership for the same at the General Business Meeting.**

- c. *Imaging Education* – Linda Zangwill noted current discussions around standards for DICOM imaging. IPS needs to be involved somehow in setting the standards for perimetry. What is the best plan?  
**Action: Linda – Alert people who are involved in ODMSI/ODMPH etc about IPS and how we can help.**

16. *Visibility and health of the IPS*

A general discussion was held regarding increasing the visibility of the IPS. Topics included attracting younger members, how to encourage more “imaging” and “structure-function” topics at the meeting, whether there should be a CME component to the meeting, and whether talks should be recorded.

**Action: everyone to discuss with IPS members during the week about these and other issues.**

17. *Consideration of honorary members*

Chris Johnson was nominated as an Honorary Life Member. Moved Allison McKendrick, Seconded John Flanagan. To be ratified at the General Business meeting.

18. AOB

The ability (or not) to search the past IPS proceedings was discussed. Paul Artes noted that he has created text-searchable pdfs of past proceedings for his own use that could potentially be shared on the IPS website.

**Motion:** To contact current web-manager to see whether she is able replace the current IPS proceedings with searchable options. A small fee is anticipated. Moved: Andrew Turpin. Seconded Chris Johnson. Motion carried.

**Action: Secretary to communicate with web-manager on the practicalities and fees associated with making searchable IPS past proceedings available.**