

Closed Bureau Meeting (BM10-B, second session)

Friday 11 July 2014, National Institute of Polar Research (NIPR), Tokyo, Japan

Minutes

Bureau members present: Charles Fierz (President; CF), Ian Allison (Immediate Past President; IA), Hiroyuki Enomoto (Head of Division III, HE), Olga Solomina (Vice President; OS), Ralf Greve (Head of Division V, RG).

Attending via videoconference: Andrew Mackintosh (Secretary General, AM), Ethan Greene (Head of Division I, EG).

Apologies: Valérie Masson-Delmotte (Head of Division IV, VMD), Andrés Rivera (Vice President, AR), Xiao Cunde (Vice President, XC), Cecilie Rolstad-Denby (Head of Division II, CRD).

Items covered:

1. Welcome and opening remarks (Charles Fierz)

CF opened today's meeting at 9:00 and welcomed the participants (IA, OS, HE, RG, remotely AM and EG).

2. Agenda additions/modifications (Charles Fierz)

CF introduced the latest version of today's agenda (appBM10B-2_agenda) used as basis for the minutes.

3. Reports from Bureau Members

3.1. Vice Presidents

There was nothing further to report from BM10A (where inputs had been made by CX, OS and AR).

3.2. Heads of Division (see appBM10B-3.2a, b, c, & d)

HE gave a summary of the written report of Division III (appBM10B-3.2c). He mentioned that an important recent activity of IACS in this Division was supporting the IGS Symposium on sea ice, held in Hobart, Australia. At the end of HE's report, Charles mentioned that it was important for IACS to stay engaged with ICARP3 in its preparation stage.

RG gave a summary of the written report of Division V (appBM10B-3.2d). In this report, RG indicated that he would like to stand down as Head of this Division when his term ends at IUGG Prague in 2015. CF thanked RG for his 8 years of service (continuing to next year). RG noted that he could suggest possible replacements for head of his division.

EG reported about Division I. The main activity within his Division is the new WG on snow stratigraphy and microstructure, which has held one workshop 2013 in Grenoble, a second, the Intercomparison of Snow Grain Size Measurements, 9-14 March 2014 in Davos, and have a third planned in Reading 4-5 August 2014 to discuss the results of the second. We discussed how WGs should direct requests for



funding to their Division Heads no matter how they were set up originally (see app BM10B-3.2). This WG has made multiple requests for funding, which shows that they are active (good!). However, the IACS bureau needs to decide on how much funding we can provide. We provisionally agreed to a sum of ~2000 Euro per year. This is not a given and some WGs may require more or less. WGs should put in requests as needed the bureau can decide.

ACTION: EG will provide a report for Division I.

- 3.3. Report on Union Commission on Climatic and Environmental Changes (CCEC; see also <http://www.ccec-iugg.org/> and appBM10B-3.3a & b)

The UCCEC was established in June 2012, across all IUGG associations. The first workshop was held in April 2014 in Beijing with 15 participants. IA attended this workshop and gave a presentation on 'key cryospheric uncertainties' (items appBM10B-3.3a and appBM10B-3.3b). CCEC is an IUGG contribution to Future Earth. This group are currently working on an EOS article, and will convene Union Symposium U1 'U1 Future Earth and Sustainability' at IUGG 2015 <http://www.iugg2015prague.com/union-symposia.htm>. They have also been discussing whether to establish a new scientific research journal. A small financial contribution from IACS (~ EUR 500 per year) is most likely required from IACS in support of activities in relation to this Union Commission.

CF reported on IACS liaisons to other commissions. IA suggested that the emphasis should be on GeoRisk (see <http://www.iugg-georisk.org/>).

4. Finance/budget (see appBM10-4)

- 4.1. DACA-13 final statement (Charles Fierz)

DACA-13, the joint IAMAS-IACS Assembly held in Davos, Switzerland in July 2013, required joint contributions from IAMAS and IACS, which were routed via the IACS bank account and then withdrawn in cash by CF. This money was used, for example, to dispense travel grants to IACS and IAMAS recipients. IACS received ~9500 Euro in Head Taxes at DACA-13, and these approximately balanced the travel grant awards handed out. CF has documented these incoming and outgoing expenses (appBM10B-4.1a).

ACTION: Existing documentation is most likely complete, but AM and CF to work together on IACS budget to check that every expense or income source is documented prior to audit needed for IUGG Prague.

- 4.2. Current balance (Andrew Mackintosh)

AM gave a summary of the written budget report (appBM10B-4.1b) and associated spreadsheet (appBM10B4.1c). Current balance ~EUR 79,000. Note that a number of expenses have been invoiced or promised but not yet paid by IACS – and thus do not appear in these reports. These include support for calving workshop (2000 Euro), the WG on snow microstructure (2750 Euro), support for CRD/GTN-G activities (1500 Euro), CCEC support (500 Euro), and BM10 support (~3200 Euro). These should be taken into account when making decisions about our budget.

- 4.3. Expenditures versus categories: overview since IUGG 2011 (Andrew Mackintosh)

We discussed the budget and agreed that it is important to find appropriate balance between (1) Raising our profile (2) being responsible and sustaining or growing our balance given that future income levels and expenditure are difficult to predict. We continued the discussion on how much money per year should be assigned to the SGs and WGs. EUR 2000 should usually be the upper limit. We agreed

that it would be useful if WGs provided a budget estimate in advance for a 2-year period. SGs have established lines of communication with the IACS bureau and do not require such a formal process to be set up; they may request support on a case-by-case basis.

ACTION: AM will ask the Division Heads to get these budget estimates from the WGs. This will also, for example, provide an opportunity for Division Head to Working Group communications to improve.

IA: Head taxes may be difficult for IACS-IGS NZ 2017 and this needs negotiations with IGS. AM: Make it an even larger joint event (bring in other cryospheric organisations)? CF: CliC probably OK. SCAR, IASC etc. may be too much.

ACTION: AM to contact Magnus Magnusson to discuss IACS-IGS 2017 budget, and negotiate over receiving a share of the 'head tax' usually charged by IGS to conference attendees.

We talked about how much of the IACS budget should be dedicated to supporting IUGG Prague. The following was agreed on: Travel grants for young scientists/scientists from developing countries, EUR 7500; Festa Cryospherica, EUR 1000; Standard IACS support for attending bureau members: 11 x EUR 500; Funding for AM and CF to attend IUGG Scientific Programme Committee meeting prior to IUGG Prague, EUR 4000. Community (Plenary Administrative) meeting at IUGG Prague: EUR 500 for lunches. Support for APECS workshop (upon request): EUR 1000.

4.4. Other requests for support

Joe Shea, an organizer of the 'Symposium on Glaciology in High Mountain Asia', which will be held 2 – 6 March 2015 in Kathmandu, Nepal, requested 2500 Euro for an ECS (early career scientist) prize of EUR 500 and ECS travel awards of EUR 2000. This was accepted by Bureau at a slightly reduced size of EUR 500 for the prize and EUR 1500 for travel awards, a total EUR 2000.

ACTION: AM to communicate this decision to Joe Shea in Kathmandu. AM also showed a willingness to attend this meeting and represent IACS.

CF mentioned that there will be an annual European Snow Science School supported by IASC and Micro-Dice. Although this will mainly be financed by other sources, they still may come with a request. No decision is required now.

AM requested an estimate of costs associated with BM10. Estimates of these costs are: EUR 1000 for OS, EUR 500 each for CF, IA, HE, RG, total EUR 3000. AM may request some support to cover his cancellation costs (~ 200 EUR).

ACTION: Above-listed BMs should send their request for support to AM, documenting them with an official letter and receipts, provided in a single PDF document.

CRD attended a meeting in Boulder this June as GTN-G head. AM suggests to cover her airfare (~ EUR 1000). Accepted by Bureau. CRD also requested ~ EUR 500 for airfare and hotel costs for GTN-G meeting at EGU Vienna 2014. Accepted by Bureau. However, in the future such requests should be made in advance.

ACTION: AM will let CRD know the positive outcome of this request for support. CRD needs to document these expenses as explained above.

5. Preparation for IUGG 2015

5.1. Overview Scientific Programme (see appBM10B-5.1a & b)

AM discussed the scientific programme as it currently stands. All existing session descriptions are now complete. In addition to the sessions already planned, IA suggests that we hold a session on "Challenges in cryospheric sciences" with Division Heads presenting their views of future research directions. It was suggested that there could be talks by Bureau members or their representatives (perhaps 3 on snow, glaciers and sea ice), but that the session should be open to everybody.

ACTION: CF to draft session description, EC to provide feedback. Note that this is required urgently.

ACTION: Once AM receives new session description and feedback/edits of existing sessions, these will be sent to Eduard Petrovsky, Chair of IUGG Prague Local Organising Committee.

Note that all session descriptions have now been posted on the conference website <http://www.iugg2015prague.com/scientific-program.htm>

5.2. Install Nomination Panel by 21 August 2014 to prepare elections in Prague

CF explained that the Bureau will be (re-)elected in Prague. The nomination panel consists of 3 people, which can't include BMs. Some suggestions for panel members include Georg Kaser, Peter Lemke, Peter Jansson, Christie Logvinova (APECS president), Regine Hock (but may be a prospective Bureau member, AM will inquire), Kumiko Goto-Azuma (chair), Atsumu Ohmura, Garry Clarke.

ACTION: CF will contact the three underlined candidates for the panel first._

ACTION: CF will contact all Bureau members by e-mail and inquire about future plans (Continue? Step down? Possible successors?).

5.3. Proposed Bylaws and Statute changes for 2015 Plenary in Prague

CF noted that our current Email voting procedure states, "The same quorum applies as for Bureau Meetings (IACS by-law 2.3)." but does not give any indication on the majority to reach. The Bureau then decided that a majority of Bureau members (currently 6 out of 11) need to agree. CF reiterated that an initial discussion phase is required. Casting of votes only to the person collecting the votes!

ACTION: CF will check whether this procedure can be included in the bylaws. Otherwise the document "Duties of IACS Officers" will be amended._

5.4. Overview Business Meetings

Not discussed. A tentative overview can be found in appBM10B-5.4.

5.5. "Festa Cryospherica"

CF: Will be held again at IUGG Prague. Details (who organises it etc.) will be sorted out later (local organising committee?). Budget: see item 4.3.

6. Status of planned joint IACS-IGS symposium in Wellington, New Zealand (Andrew Mackintosh)

Not discussed today except for possible involvement of CliC (see item 4.3).

7. Other business

7.1. Sharing information

CF: A Google documents account for IACS was created (see appBM10B-7.1). The password will be sent to all Bureau members. Standard IACS poster could also be kept there.

ACTION: CF to finalize implementation. Inquire how far synchronization with Dropbox is needed and/or feasible.

7.2. Website

CF explained that he currently has sufficient resources to maintain the website, and that in some cases, support is available from own institute.

7.3. Archiving Bureau documents

The IUGG Secretariat is developing an Electronic Library to **archive**, present, and publish IUGG-related documents in one single platform. The value of these documents lies in their exclusivity - documents cannot be considered if they have already been officially published. The bureau agreed that we should do this.

CF: Will work with IUGG secretariat and NSIDC on this. NSIDC should link to this IUGG archive. IA: Should also be vice versa.

**ACTIONS: - AM to communicate decision to IUGG secretariat.
- CF to contact NSIDC to discuss issue.**

8. Close

CF closed today's meeting around 13:45.

Afternoon: train to onsen in Hakone region (Oku-Yugawara)