

## ICSP- International Committee on Systematics of Prokaryotes

### Officers of ICSP

Minutes of the Internet-meeting 26th March 2020

Redacted and unredacted minutes are the same.

#### Action points:

1. Remind delegates who have not yet voted (on the Sequence as Type) to do so (Minute 5) (LD/DA)
2. In early April, forward the results of the vote on use of sequence as type to the members of the ICSP, JC and Editorial Board of the ICNP, and put results on the website (LD/IS/FV). Inform participants in the electronic discussion forum of the outcome of the vote (IS).
3. Draft an announcement of the result of the vote for publication in IJSEM (IS/WW/LD).
4. Welcome delegates to new terms as members of ICSP and thank outgoing delegates (IS/LD) and prepare the election of a new Executive Board, to be elected by the incoming ICSP .
5. Organize the election of a new (27th) class of the JC (DA/CB/RRM).
6. Ongoing from previous meetings: Circulate minutes of 2nd September, 28th November, 2nd and 30th January, 27th February EB meetings to EB and JC members and to FV for the website [LD]; Finalise minutes of Glaggow plenary for IJSEM (LD).

**Minute 1. Call to order.** The Chair called the meeting to order at 14:00 BST London time.

**Minute 2. Record of attendance.** The Members that participated were I. Sutcliffe (Chair), L. Dijkshoorn (Executive Secretary), B. Whitman (Treasurer), W.-J. Li (Member-at-Large), D. Brown (Secretary Subcommittees), D. R. Arahal (Chair of the JC) and R. Rosselló-Móra (Vice-Chair JC). F. Rainey (Vice-Chair ICSP), F. Venter (member-at-large) and C. T. Bull (Secretary JC) were not able to attend (with apologies).

**Minute 3. Minutes of the 27th February 2020 meeting.** The minutes were approved.

**Minute 4. Matters arising/Action points from previous(27<sup>th</sup> February) meeting actions.**

1. Circulate minutes of 2nd September, 28th November, 2nd and 30th January EB meetings to EB and JC members and to FV for the website [LD]. To be done.
2. Collate contributions to the discussion on sequence as Type (Whitman, 2016). [WW/LD/IS]. (Ongoing)
3. Circulate the ballot paper for the vote on sequence as type [IS]. Done.
4. Contact IUMS to verify which societies are eligible to delegate voting members of ICSP [IS].
5. Contact IUMS member societies with no delegate. Ongoing.
6. Glasgow plenary minutes [LD]. To be done.

**Minute 5. Result of vote on sequence as type.** The voting period will end on 31 March. Votes are being collated by Dijkshoorn and Arahal. Votes were received from 13 participants, meaning that the quorum had been reached (i.e. >10 votes). The members who did not vote yet, should be reminded. After the closing of the voting period, results will be forwarded to the members of the EB, the JC and Editorial Board of the ICNP, and to F. Venter to be put on the ICSP website (LD/IS/FV). The outcome of the vote will also be communicated to the participants in the electronic discussion forum (IS), and it was suggested that a short announcement of the result of the vote should be drafted for publication in IJSEM, with the collated contributions to the discussion presented as supplementary material (IS/WW/LD).

**Minute 6. New terms and EB elections [IS/LD].** Ongoing membership and interaction with IUMS. The Chair reported that he and other EB members have had contact with the Officers of IUMS in order to verify the status of member societies. In particular, the help was appreciated of the IUMS treasurer, Heather

Lawrence, in establishing which societies had paid their IUMS membership fees since 2017. As a result, the EB now has confirmed which delegates are legitimate ICSP members (according to the ICSP statutes) and eligible to vote. In addition, the collaboration with IUMS was reinforced by these correspondences. Through the contact with IUMS it was learned that four societies were ineligible to delegate members of the ICSP, and so their delegates lost their voting status. In the new term it may be appropriate to offer to co-opt delegates from these Societies. From the 1<sup>st</sup> of April 2020 the ICSP will comprise of ca. 20 members with some members leaving and new incoming members. Sutcliffe will write to welcome each new member and write leaving delegates to thank them for their previous contributions. Arrangements for the election of new EB will need to be made between April and September. All EB candidates will be asked to forward a short CV statement (half page A4) and a declaration regarding potential conflict of interest. Martha Trujillo will be asked if she wishes her co-option to be renewed as this will require a new vote of the ICSP members.

**Minute 7. Update from the JC [DA/RRM/CB].** Arahal reported that drafting of Opinions 100-102 has been delayed. Progress with subsequent RfaOs has also been delayed as an understandable complication of challenges placed by the COVID pandemic.

With the 2020-2023 term ahead, JC members of the 24<sup>th</sup> class have to stand down but may be nominated for re-election. D. R. Arahal is requested to organize the election of the 27<sup>th</sup> class. Candidates should be requested to provide a short CV (half page A4). Following election of the 27<sup>th</sup> Class, the JC Chair, Vice-Chair and Secretary shall be elected by the members of the JC.

Brown asked about the process regarding RfaO: what happens when a new RfaO is published. The answer is that the JC is obliged to arrange the consideration as per Article 8 of the Statutes.

**Minute 8. Update from IJSEM.** Neither Rainey nor Venter were in the attendance. Arahal reminded the meeting of the resignation of 2 editors and the request by Martha Trujillo regarding the need to approve new editors.

**Minute 9. Update on subcommittees.**

Brown reported on his correspondence with Dr. Prakash from Pune, India who wishes to set up a new subcommittee on the Methanogenic Archaea. The request requires approval from the ICSP. The same also holds for another proposal, i.e. a subcommittee on Rhizobiales. The EB of the ICSP noted that the scope of the proposed subcommittee should be defined carefully. In addition, the Chair noted that for approval, a list of the proposed committee members is required.

**Minute 10. Update from the working group on Education & Outreach [LD/CB].** Dijkshoorn had nothing to report. No videos were received for the student competition. Rossello-Mora indicated that a possibility to help reach the largest amount of recipients would be tweeting the details of the video competition. Arahal indicated that may not be necessary as C. Bull already tweeted and she has a large number of followers.

**Minute 11. Treasurer's report.** Whitman reported that the finances of the ICSP are healthy with money in two accounts (in USD and in GBP). The Treasurers report for 2019 (attachment) was circulated on 24 March 2020 in a separate mailing from Sutcliffe. Whitman was thanked for his contribution as Treasurer.

**Minute 12. Date of next meeting** is Thursday April 30<sup>th</sup> 2 pm UK time.

**Minute 13. AOB.**

Sutcliffe reported that ~150 email addresses were available for participants in the email discussion on the use of sequence as Type. He proposed to ask permission from participants to include them on a mailing list for promoting ICSP matter, for example until the end of the next term.

**Minute 14. Adjournment.** The meeting was closed at 3:30 pm UK time.

*Lenie Dijkshoorn, Executive Secretary, 30th April 2020 with edits from Iain Sutcliffe and Barny Whitman.*