**ICSP- International Committee on Systematics of Prokaryotes**

**Officers of ICSP**

Minutes of Internetmeeting 25 January 2018

Complete and redacted minutes are the same

**Minute 1. Call to order.** The chair Iain Sutcliffe called the meeting to order at 8:00 AM MST (3:00 PM London time). He wished the attendants a Happy New Year.

**Minute 2. Record of attendance.** The members that participated were I. Sutcliffe (chair), F. Rainey (vice-chair), L. Dijkshoorn (executive secretary), W. B. Whitman (treasurer), D. Brown (secretary subcommittees), F. Venter (member at large), and C. T. Bull. W.-J. Li had internet connection problems. B. Tindall did not participate.

**Minute 3. Minutes of December meeting.** The minutes of 21 December 2017 were approved. (Note: it appeared afterwards that the comments from Whitman were not implemented and a revised version will be presented for approval on 22 February 2018). The chair asked the opinion of the members on the format of the Minutes with Action points inserted in the text. There were no objections to this and, in addition to that, it was decided that an extraction of the action points would be included in a box on top of the Minutes.

**Minute 4. Matters arising**

1. **Update on preparation of Valencia minutes for publication.** The Minutes are nearly ready for submission **(Action: LD)**.
2. **Update on IJSEM note announcing sub-committees name changes and disbandment.** D. Brown has circulated the note among the EB members and it is ready for submission. I. Sutcliffe recommends to submit it now to IJSEM **(Action: DB)** and ask M. Trujillo (Editor) to hold it in press in order to publish it together with the Valencia minutes (see above) in the same issue.
3. After the Valencia meeting, D. Brown has been contacted by J. J. Farmer III, Ph.D. Scientist Director, United States Public Health Service (Retired), who stated that the International Subcommittee on the Taxonomy of *Enterobacteriaceae*  (a candidate for disbandment), is still active and that he could be considered as Secretary of the Subcommittee. In response, D. Brown has asked for evidence of activity, but this has not yet been received. It was decided that the subcommittee will be considered as inactive for the time being.
4. **Update on the working group for Education and Outreach**. C. T. Bull is making enquiries about the technical requirements for You Tube videos. A call will be sent to societies and universities for students to make 10 min videos on topics related to prokaryotic systematics **(Action: CB & LD)**. ICSP could be asked to issue prizes for the best videos. The EB proposes that an example video should be made first to get an idea about what it looks like.
5. **Update on working group for response to Nagoya**. An interesting paper in the December 2017 newsletter of WFCC written by Philippe Desmeth has been forwarded to the EB by D. Brown (http://www.wfcc.info/pdf/WFCC-NL-DECEMBER-2017(54).pdf). It addresses the problems regarding the Nagoya protocol. The question remains as to what the contribution of ICSP can be to helping scientists and institutions dealing with the problems, and whether ICSP has influence. The major issue for ICSP is the accessibility of type material and, potentially, genome sequence data. Currently, we provide assistance to individuals/institutions as requested but it remains to be determined whether we should more proactively lobby relevant international or national bodies. During the meeting the question came up whether B. Tindall has written a paper on the Nagoya protocol in association with type material. To the knowledge of the EB, there was only the paper by Tindall and Garrity (2008) on type material. F. Venter will contact B. Tindall about this issue since he likely has relevant knowledge on this matter. Venter will also add an introductory paragraph to the Nagoya documents that are already on the ICSP website to guide visitors to the site **(Action: FV)**.
6. **Update on the bank account**. B. Whitman is waiting for B. Tindall’s signature to make the Natwest account accessible **(Action: BT)**. He has also received a letter from MS stating that they need a letter from ICSP to transfer a sum of ca £7800 which is the remaining balance of the travel fund. Whitman has, in his capacity of ICSP treasurer, responded accordingly and sent a letter. F. Rainey mentioned that this money would get lost if ICSP has no bank account. This money is put aside by MS each year to promote IJSEM. If ICSP does not get hold of this money, it will go back to MS by the end of the year. In the past, the Editor decided what to do with this money (primarily by supporting travel by the Associate Editors). It was agreed that Rainey would draft the criteria for using this money **(Action: FR)**. In principle, activities promoting prokaryotic systematics might meet these criteria. It should be the responsibility of EB-ICSP, and not of the Editor, to decide how to spend it.

**Minute 4. Update from IJSEM/Publication of the ICNP.** F. Rainey said there was no news from IJSEM, except that some handling errors by associate editors had needed correction. F. Venter mentioned that eukaryotic material, in particular of yeasts, urgently needs an expert editor. I. Sutcliffe emphasised that an active search for such an associate editor is urgent and encouraged all EB members to consider nominating candidates for consideration by the EB-ICSP **(Action: ALL)**. The workload for a yeast editor would be approximately 25 papers per year, which is moderate. Candidates should provide a CV and letter of intent. F. Rainey will also continue to liaise. In January 2018, C. Parker, B. Tindall and G. Garrity will be contacted about the progress regarding the typeset version of the Code **(Action: FR)**.

**Minute 5. Update on Subcommittee on the taxonomy of aerobic *Bacteroidetes.***  Jean-Francois Bernardet, Chair of this subcommittee, has informed D. Brown of the replacement of two retired members of this subcommittee by two new members. There was some discussion on whether this nomination can be done by the subcommittee or whether ICSP plays a role in this. D. Brown has the opinion that this is up to the subcommittee, but that this issue should be taken into account in the revised statutes.

**Minute 6. Update on JC activities.** I. Sutcliffe reported that he has made a list of outstanding Requests of Opinion and Proposals to amend the Code, which he has sent to B. Tindall with the request to take action on these items. As B. Tindall was not in attendance no report was received in the meeting and so I. Sutcliffe will ask him for a brief written update on progress **(Action: IS)**.

**Minute 7. Any other business.** B. Whitman reported on the Working group on Revision of Statutes. There has been some email discussion between the participants about who should be the chair of this group. Meanwhile, Whitman has begun rewriting the Statutes. Rainey remarked that for IJSEM, the term Editor should be avoided and replaced with the term Editor-in-chief (in line with other journals).

**Minute 9. Adjournment.** The meeting was adjourned at 9:10 AM MST (4:10:00 PM GMT). The next meeting is scheduled for 22 February 2018.

*Lenie Dijkshoorn, Executive Secretary ICSP*