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

**Officers of ICSP**

RedactedMinutes of Internet-meeting 29 March 2018

Action points:

1. Dijkshoorn: Submission revised Valencia Minutes.
2. Sutcliffe: contact Queensland University regarding the Van Niel prize.
3. All: think about the archive.
4. Dijkshoorn: inform M. Trujillo about replacement Amanda Jones and the grant application of Duntham.
5. Dijkshoorn: contact C.T. Bull about outreach activities.

**Minute 1. Call to order.** The chair Iain Sutcliffe called the meeting to order at 7:00 AM MST (14:00 PM London time).

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

**Minute 3. Minutes**. The minutes of the February 2018 EB meeting and addendum to the December meeting were approved.

**Minute 4. Matters Arising**

1. **Update on preparation of the Valencia minutes for publication.** L. Dijkshoorn reported. The Minutes have been submitted and some minor comments were received. A revised version was being prepared.
2. **Candidate for an IJSEM Associate Editor with expertise in yeasts***. Redacted: L. Dijkshoorn has informed an unsuccessful candidate that he was not elected.*
3. **Update on situation regarding Van Niel prize.** Important information regarding the Van Niel prize previously received from B. Tindall by L. Dijkshoorn has been forwarded to I. Sutcliffe. There are potential contacts in this document which will help I. Sutcliffe to contact the Queensland University for further information.
4. **Venter: correspondence from Tindall regarding Nagoya**. In the previous meeting it was been requested to forward information again to the EB. This was done.
5. **The Code regarding the accessibility of type material.** The EB has read the Code and it appears that Rule 30 (4) is clear about this. It is decided to leave it as it is.
6. **Website IUMS and ICSP archive.** The IUMS site: Dijkshoorn will send a request to Rob Samson (Exec Secr ICSP) to update the IUMS website with minor changes of the text and with names of the new EB members. The archive: she has sent to the EB a proposal for items to include in the archive that might be set up. There was a short discussion: about where to store such an archive, accessibility (to whom?), format of the files. It could be a gradual project to compile historic material and, therefore, must be searchable. It was decided to leave decisions to the next meeting.

**Minute 5. Update from IJSEM/Update on publication of the ICNP.** Whitman took the Chair for this item as Sutcliffe recused himself. The proposal from M. Trujillo and F. Rainey for temporary replacement of associate editor Amanda Jones by Lorena Carro was approved. The travel grant application from Micah Duntham will also be supported by the EB. M. Trujillo will be informed on these decisions (Dijkshoorn).

**Minute 6. Update on the bank account.** B. Whitman reported that he did not get straight information from the bank. He is working on making payments to other countries. For this, agreement (signature) from Tindall is needed. Altogether progress is being made.

**Minute 7. Nagoya.** F. Venter reported.The information is on the ICSP website. He is monitoring the response. Any country has its own problems. During the BISMiS Meeting in Pretoria (8-11 April) there will be attendants from countries that have problems with the Nagoya protocol.

**Minute 8. Update from the working group on the statutes.** B. Whitman reported. There have been discussions in the group about the terms of the officers. It was the opinion that fixed terms are required, as well as plenary meetings with electronic voting. Another point was to whom the working group should report? Whitman suggested that it should be to the EB, which was agreed to be appropriate. After that, the near-final proposal should be sent to the plenary for comments, after which it could be published in IJSEM for comments. The requiuste 90 day term should be taken into account before the final vote.

**Minute 8. Update from working group for Education & Outreach.** L. Dijkshoorn reported. Not much progress has been made. Dijkshoorn proposed to mobilise the EB- and other officers of ICSP to ask them to engage with the society they represent with initiatives to promote ICSP and its mission at national and international meetings. It was agreed that she would contact C. T. Bull about this work and draft an action plan which may include videos or other activities.

**Minute 9.News from the subcommittees.** D. Brown had nothing new to report.

**Minute 11. Update on JC activities.** B. Tindall was absent. I. Sutcliffe has tried to contact B. Tindall and has asked Tindall to organise elections of the JC vice-chair, who would be included in the EB. So far, no response has been received.

**Minute 12. Any other business**. *Redacted*

**Minute 13. Adjournment.** The meeting was adjourned at 8:45 AM MST (15:45 London time). The next meeting will be 26 April 7:00 AM MST (14:00 London time).