

# IYNA MEETING MINUTES

MEETING DETAILS	
DATE:	04/26/2020
TYPE:	BoD Meeting
INITIATED:	7:00 PM EST
TERMINATED:	9:00 PM EST
CHAIR:	Alexander Skvortsov
SECRETARY:	Aayush Setty

ATTENDANCE DETAILS		
IN ATTENDANCE	LATE	NOT IN ATTENDANCE
Board Members: Jacob Umans Yasmeen Hmaidan Khayla Black Anita Singh Sharon Samuel Natalia Koc Sojas Wagle Aayush Setty	Alexander Skvortsov (excused) Lasya Kambhampati	Shelei Pan Julia Shi (excused)
Non Board Members: Nidhi Shah Jillian Holbrook		

MEETING AGENDA:		
<p><i>This table serves the purpose of organizing what we want to talk about. If you wish to discuss something at this meeting, add a description of the topic and your name as presenter below.</i></p>		
ITEM #	DESCRIPTION	PRESENTED BY
#1	Call to Order	Board Chair
#2	Approval of Previous Meeting's Minutes	Secretary
#3	Secretary Replacement	
#4	Maxed out on Staff	CEO
#5	Board Meeting Structure	Board Chair/Vice Chair
#6	Journal Competition	
#7	CEO Evaluation	Board Chair/Vice Chair
#8	Getting Forum/Community Active	Web Dev
#9		
#10		

#11		
#12		
#13		
#14		
#15		
#16		
#17		
#18	Announcements	Board Chair
#19	Adjournment of Meeting	Board Chair

<p style="text-align: center;"><b>MEETING RESOLUTIONS:</b></p> <p style="text-align: center;"><i>This table serves the purpose of recording what we have resolved to accomplish, enact, change, etc. A resolution confirmation formalizes a decision below the status of a vote but above the status of an informal consensus.</i></p>		
#	DESCRIPTION	STATUS
1	Approval of Previous Meeting's Minutes (03/22/2020)	Approved
2		
3		
4		
5		
6		
7		
8		
9		
10		

### Next Month Tasks

*This table will serve as the repository of informally agreed upon initiatives that are planned on being pursued or developed upon in the next month*

#### Description

1. Volunteers for Secretary
2. Converse about Community Project Support
3. Research Proposal Program
4. Neuroscience Art Competition
5. Set up an internal accountability structure
6. Set up a CEO Evaluation Form

### PARALLEL RUNNING SUMMARY:

*This table will serve as the repository for notes on the current meeting as taken by the acting Secretary for the purpose of maintaining a content record of meeting business. They will run parallel to the meeting and will constitute a Meeting Summary prepared for any Board of Directors member who were absent from the meeting or wish to brief themselves on its content.*

#### NOTE CONTENT

1. Secretary Replacement
  - a. Aayush intends on stepping down this year
2. Maxed out on Staff
  - a. Only have Web Dev open for positions currently
  - b. Lots of interested students in becoming a staff member
  - c. Ideas
    - i. Create new long term projects
    - ii. Reduce Staff Requirements to increase the number of staff
      1. Not a good idea
    - iii. Create involvement outside of staff
    - iv. Community Project Support
      1. People can apply and a team of IYNA staff can help
3. INS Competition
  - a. Still waiting on submissions
4. Journal Competition
  - a. Research Proposal competition
  - b. Competition Ideas
    - i. Students submit research proposals
      1. Feedback would be given by a select group of PIs
    - ii. Neuroscience Art Project
5. Board Meeting Structure
  - a. More time for discussions and less time for reports is good
  - b. Board participation is not what is expected both in content and amount
  - c. Create an accountability structure to ensure members know about their contribution
  - d. Create a vision board
  - e. Leave department updates in writing and bring issues to board meetings
6. CEO Evaluation
  - a. A semi-structured form allowing for more detailed and direct feedback
  - b. Half and half form

- i. First part: Holistic Response
- ii. Second part: Directed Questions to cover important metrics and visions

**SECRETARY APPROVAL:**

*(Signature & Date)*

Aayush Setty (04/26/2020)

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Secretary), International Youth Neuroscience Association