

20 MAY 2017 IYNA BOARD OF DIRECTORS MEETING MINUTES

MEETING DETAILS	
DATE:	5/20/2017
TYPE:	Board Business
INITIATED:	21:45:00 EST
TERMINATED:	23:14:54 EST
CHAIR:	Jacob Umans
SECRETARY:	Nicholas Chrapliwy

ATTENDANCE DETAILS		
IN ATTENDANCE	LATE	NOT IN ATTENDANCE
JACOB UMANS NICHOLAS CHRAPLIWY ALEXANDER SKVORTSOV WILLIAM ELLSWORTH MALLIKA PAJJURI KYLE RYAN		JANVIE NAIK (EXCUSED) MEGUMI SANO (EXCUSED)

MEETING AGENDA:		
<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>		
ITEM #	DESCRIPTION	PRESENTED BY
#1	Call to Order	Board Chair
#2	Approval of Previous Meeting's Minutes (MM/DD/YYYY)	Board Secretary
#3	Chief Executive Officer's Report	IYNA CEO
#4	MYELIN Director's Report	MYELIN Director - JU and NC
#5	Outreach Director's Report	Outreach Director - MP
#6	Communications	AS
#7	ICC Department	AS
#8	MYELIN/Outreach	JU and NC

#9	Board Activity	AS
#10	Member Age Policy	AS and NC
#11	Journal	AS
#12	Start Up Costs	AS
#13	Regularly Scheduled Meetings	AS
#14	Bank Accounts/Treasury	AS
#15	G Suite/Account Policies	AS
#16	Fundraising/T Shirts	AS
#17	Guidestar	AS
#18	lorrayne	AS
#19	Meeting Protocol	
#20	Adjournment of Meeting	Board Chair

<p style="text-align: center;">MEETING RESOLUTIONS:</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 addition of parallel running summary to meeting minutes template	APPROVED
2	Resolution to alter the next pattern of journal article releases to be biweekly or other frequency. The details of these alterations will be decided at a later time.	APPROVED
3	We resolve to limit the age of contributors to the Journal of the IYNA to 25 years old and those who have not received a bachelor's degree or higher at the time of submission.	APPROVED
4	We resolve to terminate any official use of the Slack app for communication by the IYNA for the present time. We resolve to give every employee of the IYNA an @youthneuro.org email, and to also move all official communication and organization to Facebook Workplace instead of Facebook.	APPROVED
5	We resolve to add JU to the IYNA bank account in order to have someone over 18 years old to sign on to the account.	APPROVED

6	We resolve to mandate a total of 12 scheduled meetings per year in addition to Myslinski meetings, and we will strive for 20.	APPROVED
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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. We started off by approving the last meeting minutes, which were of our meeting with Dr. Myslinski on the 24th of May.
2. We approved the addition of this parallel running summary to each meeting minutes.
3. Sasha presented the CEO report, which included:
 - a. Describing the upgrade of the journal hosting site.
 - i. Mention of our need to appoint a formal journal team and get new picture for front page of the website and journal.
 - b. Description of new g-suite features.
4. Journal idea: Publish articles as they are written on a biweekly or other more frequent schedule – stagger release
 - a. Creating a team and plan to increase and regularize the social media output.
 - b. Jacob notes that we should have several releases rather than releasing one by one
 - c. Alexander moves to change journal release from monthly to staggered
 - d. Jacob proposes developing system in which we have one bigger release per time period and several smaller ones in between
 - e. Mallika proposes compiling best articles into a formal release
5. MYELIN Director's Report
 - a. Request was sent out to people who signed up to do work
 - i. People did not do work
 - b. MYELIN should send out another request for contribution.
 - c. Nicholas mentions freeing
6. Outreach Director's Report
 - a. Mallika mentions she intends to work along with Jeremi to target summer science camps to recruit this summer.
7. Sasha mentions that attendance and participation in meetings should be taken seriously by the BoD members.
8. We don't resolve, but mention the possibility of merging the communications and ICC departments/committees into one.
9. We discuss undergrad contributions to the Journal and to MYELIN. See resolution #5.
10. We discuss using Facebook Workplace instead of Facebook. to communicate and coordinate action.
11. Sasha mentions a re-emphasis of BoD member to communication on FBWP (Facebook Workplace).
12. We have resolved to include JU in the bank account and recognize Kyle's contribution to funding Facebook ads for the iYNA.
13. Request that we approve all donations and promotions as per the Treasury Department/Committee of the the IYNA.
14. Proposal by AS of meetings every two weeks in addition to Myslinski Meetings.
15. AS proposes a governance committee whose duties include monitoring and

assessing the BoD and President and CEO and other executive members.
16. AS and NC recommend the termination of the BoD memberships of Lorraine Isidoro and Shreyas Parab.

SECRETARY APPROVAL:

(Signature & Date)

Nicholas Chrapiwy 18 June 2017

Secretary, International Youth Neuroscience Association