

Minutes of Meeting

iSMARTi General Meeting at TRB 2014

Date/Time	Tuesday, January 14, 2014, 7:30pm - 9:00pm
Function Name	iSMARTi Annual Meeting
Hotel/Room	Omni Shoreham Hotel, Council Room

Attendance:

T. F. Fwa (ceefwatf@nus.edu.sg, President, chair of meeting), Filippo Pratico (Filippo.pratico@unirc.it, Executive Vice-President), Waheed Uddin (cvuddin@gmail.com), Tom Pappagianakis (AT.Papagiannakis@utsa.edu), Douglas Wilson (dj.wilson@auckland.ac.nz), Massimo Losa (losa@ing.unipi.it), Christina Plati (cplati@central.ntua.gr), Raymond Ong (ongr@nus.edu.sg), Wynand Steyn (wynand.steyn@up.ac.za), Rafi Terefder (tarefder@unm.edu), Tanreer Chowdhury (tanreer.chowdhury@vdot.virginia.gov), Alessandro Marradi (a.marradi@ing.unipi.it), Dimitrios Goulias (dgoulias@umd.edu), Rita Moura Fortes (rmfortes@terra.com.br), Joao Virgilio Merrighi (jmerighi@terra.com.br), Tan Jun Yew (junyew.tan@samwoh.com.sg), Carlos M. Chang (cchangalbitres2@utep.edu)

Welcome by Chairman and Introduction

Chairman called the meeting to order at 7.40 pm. He welcomed all to the annual meeting. He recounted that the year of 2013 proved to be an uneasy one for the society. With Paulo, our immediate past President stepping down from his deanship, we also lost the secretariat support from the University of Minho. This has presented a major problem to the operation of the society. Some major changes to the mode of operation of the society will have to be made. He indicated that today's General Meeting was an important event that would discuss major changes in the way the society will be run. Members would be sought to offer ideas of how best for us to move from this difficult situation.

Confirmation of Last Minutes of Meeting

There were no amendments to the meeting. The outstanding issues arising from the last meeting would be discussed under the various items in the agenda of today's meeting.

iSMARTi Mode of Operation

Chairman informed the meeting that the Immediate Past President Paulo had stepped down in March 2013 from his position as the Dean of the Faculty of Engineering in the University of Minho. Virginia, who has served as the secretary for iSMARTi since the formation of iSMARTi and had assisted Paulo during his term as the President of iSMARTi, would also leave the School of Engineering, University of Minho in March 2013. Virginia could no longer continue to offer her voluntary service to iSMARTi and she has transferred the membership files and to Fwa and Filippo, and the files of the website to Tom. Regarding membership fees collection, Chairman reported that Paulo could no longer make arrangement at his end at the University of Minho to collect membership fees from the year 2013 onwards.

In view of the loss of secretariat support from the University of Minho, Chairman indicated that the mode of operation of iSMARTi would have to change to move forward. He stressed that the previous model of goodwill secretariat support from the University of Minho has collapsed and proved to be unsustainable, and that a more permanent solution must be sought to change its current University of Minho based mode of operation to a more sustainable one.

Chairman invited members to share ideas and discuss possible changes to the mode of operation. To kick start the discussion, he offered the following no-fee mode of operation to overcome the current difficult situation faced by the society:

- Conference-base operation -- Continue the current dual-conference series, and operate as a conference-based society using the two conference series as the base to build up other scholarly activities and events.
- Membership fees – Do away with membership fees as the amount of fees collected would not be sufficient to even pay for the manpower and resources needed to collect fees and manage the fund. This change requires an amendment to the Constitution.
- Website – Assign the responsibility of maintaining website to an elected office bearer, and look for donation to pay for the cost of website licence. This also requires an amendment to the Constitution.

Chairman further explained that under the proposed no-fee mode of operation, iSMARTi would no longer hold any accounts. However, this would not stop it from receiving donations for committee-organized events. Donation will be event specific one-off arrangement that does not require secretariat and resource support from the society.

Uddin and Tom opined that funds are required to move activities, and the society would not be attractive to members if it does have any resources to support society activities. They proposed that iSMARTi should make a cut from the income of the hosts of iSMARTi conferences and support society activities. Chairman cautioned that this still could not solve the problem of the unsustainable secretariat and resources needed to collect and manage funds. He reminded the meeting that an iSMARTi meeting held during the Auckland MAIREPAV conference had discussed this issues of having substantial registration fee discounts for iSMARTi members and taking a cut from the conference host. Realising the potential financial difficulties of conference hosts in providing both sizeable registration fee discount and fixed cut, the meeting at Auckland MAIREPAV Conference decided to require only registration discount and left the issue of donation undecided.

Uddin asked about the current balance of the iSMARTi bank account. Chairman reported that no treasurer report could be made at the meeting as he had earlier requested an account statement for the General Meeting but did not receive one from Paulo/Virginia. Members at the meeting expressed uneasiness about the situation. Uddin recalled that there was a decision to combine the services of secretary and treasurer to be provided by the University of Minho. Chairman reassured the meeting that it was his responsibility to again approach Paulo for his help to produce an audited account.

Tom and Uddin stressed the importance of maintaining an up-to-date web page to provide the latest information to members and uphold the image of the society. Chairman agreed but felt that ad hoc arrangement relying on individual goodwill to maintain the society website would not work out. He preferred a more structured arrangement to officially assign it as a responsibility of an elected office bearer. Tom mentioned since the cost of registering a website is small and

membership collection would be able to cover this expenditure. Chairman did not think it was worth to commit manpower and resources to collect membership fees just for the purpose of paying for website registration. Douglas suggested since the amount needed was small, it would be possible to collect a small sum from the host of each iSMARTi conference to defray the cost of website registration. Filippo and Massimo agreed that it was a good idea as the small amount of money should not pose any financial burden to the conference host.

Uddin raised the subject of legal status of the society. He said that the society is currently registered with the Portuguese authority and proposed that it can be registered at the home country of the President of iSMARTi. Citing the problem currently faced by the society, Chairman was unsure if it was a good idea as it would not be easy to move from one country to another. Chairman opined that it was not necessary to maintain iSMARTi as a legal entity by not collecting fees and not keeping any bank accounts. There were differing views among the members at the meeting on the need for iSMARTi to maintain a legal entity. In the meantime, Merrighi offered to help if needed by registering the society in Brazil and maintain the society website as a free service to iSMARTi.

Douglas commented that while Chairman continues to liaise with Paulo concerning the accounts and the legal matters, the society must move forward assuming a zero account balance. He proposed that the President (Fwa) and Executive Vice-President (Filippo) proceed to make the necessary amendments to the Constitution for deliberation and decision at the next iSMARTi meeting to be held in April 2014 at the Pisa ICTI Conference. The meeting agreed that a draft amendments be made available one month before the Pisa Conference (i.e. by 20 March 2014) for circulation to member for comments.

Future iSMARTi Activities

Chairman briefed the meeting on the following future events for iSMARTi:

- ICTI 2014 – Pisa, Italy (Chair: Massimo Losa) - Massimo distributed the brochure of conference program and registration fees, and presented the the main characteristics of the event. There were about 150 abstracts submitted, and eventually more than 90 papers are scheduled for conference presentation. He informed the meeting that 12 papers have been selected for possible publication in the two journals, 6 in the International Journal of Road Materials and Pavement Design, and another six in the International Journal of Pavement Research and Technology. Members are encouraged to look for more details on the website <http://www.icti2014.org/>. Financially, Massimo estimated about 100 paying participants would be required for the conference to break even.
- MAIREPAV-8 2016 - Singapore (Chair: T. F. Fwa). Fwa reported that the likely date for the conference was in August 2016. The call for abstracts would be distributed at 2015 TRB Annual Meeting.
- ICTI-4 - 2018 – South Africa (Chair: Wynand Stein). Wynand re-confirmed of the commitment to host the conference.
- MAIREPAV-9 – 2020 – (Chair: Paulo Pereira). Filippo and Fwa informed the meeting Paulo might not host the conference in Portugal and he had indicated Zurich as a likely host instead. Tom indicated that there might be a possibility of moving the 2020 conference from Miho-Pereira to Miho-Correra. Chairman will first follow up with Paulo on this matter.

- Carlos expressed the intention of Peru as a possible host for a future iSMARTi conference.

Other Matters

There being no other matters, the meeting was adjourned at 9.10 pm.

The next meeting will be held in Pisa during the ICTI 2014 Conference.