

EEG and Clinical Neuroscience Council Meeting, September 2007.

Date of the meeting: September 19, 2007
Location: Montreal, Canada
Present: David Cantor (President, [DC]),
Ivan Bodis-Wollner (President Elect/Vice President [IBW])
Silvana Galderisi (Secretary, [SG]) attending by phone,
Nash Boutros (Treasurer and Past President, [NB])
Norman Moore (Chief Editor of the ECNS Journal, [NM])
Gerard Bruder (Councilor at large [GB])
Ronald Herning (Councilor at large [RH])
Oliver Pogarell (Councilor at large [OP])
Dean Salisbury (Councilor at large [DS])
Gerry Bruder (Councilor at large [GB])
Michael Trimble (Observer MT)

Old Business

Greeting and recognition of new council members and guests- *David*
Review of Council Members- resignation/openings
Review and Corrections of Minutes from 2006- *Silvana*
Paper Archives – report on having AMEEGA papers scanned onto CD disks for permanent archiving??
Status of AMEEGA? - *Norman*

New Business

ECNS Non-profit Corporations Status – *Nash Boutros*
Establishing home base for ECNS- *Dave/Nash*
Financial Reports and Actions of ECNS – Treasurer's Report- *Nash Boutros*
Need to replace Treasurer
Accountant Status?
Clinical EEG and Neuroscience Journal Report – *Norman Moore*
Special Edition Status/Position Paper
Standing Committee Reports:
ByLaws and Articles Committee- need to amend Bylaws to accept council transactions outside of annual meeting
Publications/Web site Committee- *Peter Forgacs*
Membership Committee – *Emily Stevens*
Pharmacology EEG Committee – Lukasz Konopkar
Examination Committee – *Leslie Prichep*
Web based?
ECNS Chapter – representatives report – *Germany/Turkey*
Program Committee – *Gerrie Bruder*
Report on 2007 conference
Discussion regarding 2008 conference
Consultant Considerations/Proposal - *Dave*

Miscellaneous

Minutes

I. Old Business

A. The President welcomes those present. The list of current council members is reviewed: David Cantor (President, now becoming Past President), Ivan Bodis-Wollner (President Elect/Vice President, now

becoming President), Nash Boutros (Treasurer and Past President), Silvana Galderisi (Secretary), Norman Moore (Chief Editor Clinical EEG & Neuroscience) and the following Councilors at large: Kemal Arikan, Gerard Bruder, Benjamin Greenberg, Ronal Herning, Matcheri Keshavan, Lukasz Konopka, Oliver Pogarell, Leslie Pritchep, Dean Salisbury, Robert Thatcher, Robert Weinmann. He reports that Nash Boutros, Robert Thatcher, Matcheri Keshavan and Leslie Pritchep resigned, leaving open 4 positions of Councilor at large, and while the terms of other Councilors expired (Gerard Bruder, Kemal Arikan, Lukasz Konopka and Robert Weinmann). Several proposals are discussed and it is finally agreed that the following candidatures will be proposed to the general assembly: Silvana Galderisi as President Elect and Secretary, David Cantor as Treasurer, Hans Breiter, Pierre Flor-Henry, Bernd Saletu, Emily Stevens, Antonio Strafella, Michael Trimble, Andrei Vedeniapien as Councilors at large.

B. The minutes of the 2006 meeting in Boston are read by **SG** and approved.

NB reports that AMEEGA papers have not yet been archived. **NM** proposes that his research assistant does the job and **DC** will talk to Jon Richards (JR) to ensure that an area not accessible to the public is created on the ECNS website to archive AMEEGA papers. For any access to these documents a permission from the ECNS Council must be obtained.

I. New Business

A. The council will monitor the status of ECNS as a Non-profit Corporation.

It was agreed that DC will investigate the possibility of establishing a home office for ECNS in Duluth, GA. The new office will attempt to manage all aspects of the ECNS rather than the fragmented system currently existing.

B. **NB** announces that he resigns from treasurer, though he will finish all businesses relevant to the present ECNS meeting. The need to replace the treasurer is underscored. It is agreed that **DC** will ask Kevin Kjellberg to provide an itemized description of his job for the society and the cost of adding bank accounting to his present service. The possibility that **DC** takes over as treasurer is also discussed and approved. Nash presents a brief financial report indicating a balance of approximately \$ 69000. The cost of the present meeting estimated about \$35000 and should leave the ECNS with approximately \$45,000 (taking account the contribution from the NIMH grant). The treasurer's report is approved.

C. **NM** reports that the journal impact factor improved further and is now 1.25. the present rejection rate is 30%. **NM** asks board members to submit papers for publication in the journal, and it is agreed that a letter will be sent to each board member to invite paper submission. A special issue on EEG in clinical practice is announced; **NB** and **DC** will be guest editors, an expert of evidence based medicine will be invited to contribute, six papers on different neurological and psychiatric illnesses will be included. Other special issues are planned until 2010, covering the following topics: Laterality (Flor-Henry), Sleep (Armitage), Parkinson (IBW), and Transcranial Magnetic Stimulation (Marc George).

D. Committee Reports

1) ByLaws and Articles Committee

The following amendments to the ByLaws are discussed:

- a. Article II, Section I, is amended as follows: Active Members. "Full and Active Membership shall be limited to persons with advanced scientific degrees such as MD, PhD or Master levels, who are interested in clinical, applied or basic electrophysiology".
- b. Article III, , is amended as follows: Section 1. Place and Date of Annual Membership Meeting. ..."The annual meeting of members at which the Councilors and Officers shall be elected shall be held during the month of September of each year, unless otherwise designated by the Council"...; Section 3. Notice. Formal notice of all meetings shall be mailed to each member not less than thirty (30) days before the date of the meeting and shall state the time, place and purposes thereof. Notice of meetings shall be mailed to each member at the address shown on the Association's records. For Council meetings electronically held for urgent decisions, the deadline for voting must be notified to Council members by email not less than 15 days in advance

- c. Article IV, section 4, is amended as follows: "Special Meetings. Special meetings of the Council may be called by the President. In case the President is unavailable, the Secretary at the request in writing of a majority of Councilors should call the special meeting. A notice will be sent to each Councilor stating time and place of the meeting at least 15 days in advance. Notice may be waived by the Councilors in writing. For urgent matters, Council meetings may be held electronically, provided that the deadline for voting be notified to all board members not less than 15 days in advance by email".
- d. Article VII, section 6, last point, is amended as follows: "The committees shall consist of at least five (5) members. Each committee has to provide a report at each annual meeting".
- e. Article XII, Section 1. Principal Office. "The principal office of the Association shall be located in 805 W. Liberty Drive, Wheaton, IL 60187 USA and there may be such other offices as the Council may designate".

It is agreed that **SG** will send changes to the ByLaws to DC for discussion at and eventual approval by the General Assembly.

DC reports that a new internet forum has been created for intra-council communication. It is easily accessible to council members who have the proper password. **NM** asks whether an icon will be put on the ECNS website to make the access to the forum easier and whether the forum is meant for communication and decisions. It is agreed that an email alerting that something requiring discussion and decision was posted in the forum must be sent to all council members 15 days before the deadline for voting.

2. Publications/Web site Committee.

DC reports that Peter Forgacs has definitively left the role of Publication & Web Committee Chair and the website management is now responsibility of Jon Richards. **IBW** proposes to modify the website pages "Home" "About the Society" and "Mission" to make it consistent with the last version of the ByLaws to be posted on the web in the place of the existing ones. **SG** will be in touch with JR to follow-up this process.

3. Membership Committee.

ES expresses worries about losing 30% membership every year. Apparently this is not due to resignation of members from the Society but to the failure to pay the annual dues. **ES** will prepare a letter to remind people about the need to pay their dues to keep the member status. It is also agreed that each councilor will recruit five new members and that each member of the membership committee will write to colleagues publishing in journals relevant to our field; **NB** will organize a journal review and provide a list of possible contacts.

It is decided that each change to the website must be approved by the Secretary. A link to corporate members (in case we have at least two such members) should also be added on the website.

4. Pharmaco-EEG committee

DC reads the report provided by the committee chair, Lukasz Konopka, in which several contacts and informal meetings were reported.

5. Examination Committee

DC reads the report of the committee, examining the hypothesis of a web based examination. **NM** proposes that a web based education could be designed. **IBW** will be in touch with LP to explore this possibility. The possibility to design new examination procedures is discussed and **NB** proposes to create an Americal Board for Behavioral Electrophysiology chaired by an internationally recognized authority of the field.

6. Program Committee

RH identifies as the main reasons for the relatively low number of attendees the difficulties in the meeting organization due to communication problems between the administrative part in Detroit and the local organization in Montreal. **NB** adds that the cost of the hotel is also a very crucial issue, especially when the number of attendees is lower than expected. The program approval for CME credits is also very expensive, and for the future an evaluation of the cost/benefit balance is needed. **NM** proposes to consider University settings for future meetings to cut down the costs. Future meetings locations are then discussed: 2008 Frankfurt; 2009 Atlanta; 2010 Istanbul.

7. ECNS Chapter – representatives report – Germany/Turkey/Italy

OP and **SG** report that they are exploring in their own countries interest toward this possibility, but so far no concrete action has been possible. However, together with **DC** they will form a committee to define rules and goals of national associations.

8. Consultant Considerations/Proposal

DC proposes a consultant agency for ECNS reorganization; he will send council members more detailed information on this topic. **IBW** will inquire further about organizations supporting meeting activities and asks **NB** to evaluate the possibility to put forward another grant application to support meetings organization.

Overview Action Items

Action Number	Responsible Person(s)	Action to be taken
[01]	Galderisi	To send minutes to Jon Richards; to send the final version of the ByLaws; to follow-up changes to the website pages to make them consistent with the bylaws; to check all changes to the website
[02]	Moore	To archive AMEEGA papers
[03]	Cantor	To investigate with JR the possibility to create a secure area on the website to archive AMEEGA papers
[04]	Stevens	To prepare a letter reminding people the need to pay their dues to keep the member status
[05]	Boutros	To organize a journal review and provide a list of possible contacts for member recruitment
[06]	Each councilor	To recruit five new members
[07]	Bodis-Wollner	To contact Leslie Pritchep for web based education
[08]		
[09]	Cantor	To provide more information on consultants for ECNS reorganization.
[10]	Pogarell, Galderisi, Arikan, Cantor	To form a committee to define aims and rules of eventual national sections