

CM DUR 3

**Minutes of the Council Meeting,
8 and 9 December 2007, Istanbul
Attendees**

President Ian Dowman (ID)
Secretary General Orhan Altan (OA)
Congress Director Chen Jun (CJ)
First Vice President John Trinder (JT)
Second Vice President Emmanuel Baltsavias (EB)
Treasurer Stanley Morain (SM)

In attendance for item 9 Financial Affairs
ISPRS Financial Committee Chair Petros Patias (PP)

In attendance for item 5 Preparations for the Congress;
XXIst ISPRS Congress Scient. Committee Chair Jiang Jie (JJ)
In Attendance for item 8.1 and 8.2
Reed Business representative Durk Haarsma (DH)

AGENDA

1. **Opening**
2. **Approval of Agenda**
3. **Review of Council Meeting in Beijing and all outstanding Actions**
4. **Review of Commission Activities**
 1. Feedback from the Annual reports
 2. Commissions ToRs
 3. Gi4DM
 4. Bids for Commissions for 2008-12,
 5. Meetings after July 2008 TCVIII
5. **Preparations for the Congress**
 1. Report of Congress Director
 2. Number of abstracts, Submission of papers, number of parallel sessions and number of sessions per WG, panel session speakers
 3. Plenary and opening ceremony speakers and special sessions
 4. Preparations of the general program of the congress including pre-congress council meeting, accommodation and social program, opening and closing

ceremonies, dinners, council responsibilities in different occasions, awards presentation, all other meetings at the congress, Press Conference at the end of the congress

5. VIP and guest list
6. Fringe meetings
 1. EuroSDR/EARSeL/FIG WG chairs
 2. Elsevier
7. Youth Forum and Summer School
8. Communications

6. General Assembly

1. Statutes and Bylaws

- 6.1.1 Council Composition and Fellowships
- 6.1.2 Other changes
- 6.2 Bids for Council
- 6.3 Bids for Congress
- 6.4 Preparation for General Assembly

7. ISPRS Membership

1. Report on status of Ordinary, Associate, Sustaining and Regional Members
2. Report and actions on defaulting members including the expelled members
3. Recruitment
4. Honorary Membership

8. ISPRS Publications

1. Highlights
2. GIM Page
3. Book series and Congress Book
4. Home Page; Webmaster
5. Annual report
6. Journal

9. Financial Affairs

1. Treasurers Report
2. Revision of Subscriptions
3. Merchandising
4. Science Initiatives and Travel Grants
 1. Funds from Foundation
5. FinComm

10. Awards

1. Awards
 1. Review of award nominations and procedures
 2. Brock Award
 3. Young Authors Awards

4. Other Awards
2. Membership Awards (SM)

11. Foundation

12. ISPRS Committees

1. ISAC, ToRs
2. IPAC, ToRs
3. CIPA
4. ICORSE
5. Ad hoc Committee on Standards

13. Planning of the Celebration Centenary of the Foundation of ISPRS

14. Preparation of a Strategic Plan for the Society

15. Report of different Meetings

1. ScanEx
2. MME08
3. Chile
4. ACRS
5. Council attendance at Meetings

16. Relations with International and other Organizations

1. FAO
2. JBGIS
3. MoU with GIS Development (MWF, MME)
4. AARSE
5. WBCSD
6. ICSU fees
7. IGARSS
8. Earth and Space Science Information Summit
9. GDEST

17. Reports from Council (All)

18. Other Business

1. Green Travel

19. Next Council Meeting

MINUTES

1. Opening

ID opened the meeting, and expressed hope for a fruitful exchange of ideas especially on the Congress, Statutes and Bylaws, Financial Affairs and External Relationships. He thanked Orhan Altan for hosting the meeting. ID also thanked the guests attending the meeting.

2. Approval of Agenda

The agenda above was accepted without change.

3. Review of Council Meeting in Beijing and all outstanding Actions

OA reviewed the minutes and they were accepted without change. The outstanding actions were reviewed and some urgent ones are noted for completion as soon as possible.

4. Review of Commission Activities

1. Feedback from the Annual reports

As most of the Technical Commissions had not yet sent their Annual Reports no action was possible.

2. Commissions ToRs

Unfortunately most of the Technical Commission Presidents have not sent proposals on changes in the terms of references. They should be reminded to do so as soon as possible;

Also since the newly elected TCPs may wish to make their own recommendations on the ToRs of their Commissions, it is necessary to remind them that the ToRs can only be changed at the GAs. Changes to Statutes and Bylaws can be submitted 24 hours before the GA and must be approved by the GA before discussion.

3. Gi4DM

Council noted the developments regarding the proposal to organize the workshop “Gi4DM” before the Beijing Congress and the final decision to organize this event after the Beijing Congress in conjunction with the ISCRAM CHINA conference. Council also decided that this event should be co-sponsored by ISPRS in the future.

4. Bids for Commissions for 2008-12,

The possible bids for the Technical Commissions are;

TC I Canada

TC II Germany, Hong-Kong

TC III France

TC IV USA, Japan (First Choice), China

TC V UK

TC VI Netherlands, China-Taipei

TC VII Austria, China

TC VIII Japan (Second Choice), Italy

5. Meetings after July 2008 TCVIII

Council discussed the proposal of President of the TC VIII to organise a workshop in parallel with the FIG meeting in Eilat/Israel 5-9 May 2009 and decided not to approve this meeting as it is very close to the ICORSE, which is a major ISPRS remote sensing meeting.

5. Preparations for the Congress

6. Report of Congress Director

CJ and JJ gave a detailed report on the activities regarding the Congress preparations.

5.1.1 Council decided to use the name “Interactive Session” instead of “Poster Session” as a more appropriate name for these sessions.

Council discussed the situation of the Special Sessions and there were several actions to be undertaken in the near future. .

5.1.2 The pre-congress Council Meeting is discussed and it will be close to Beijing from 28-30 June 2008 (Saturday-Monday). Attached is table of Council meetings before the Congress.

5.1.3 The tentative program of the Congress Opening and Closing Sessions are discussed. Lists of session streams of these sessions are attached in the **Annex 5**

5.1.4 Council decided to ask Armin Grün, John van Genderen and Christian Heipke regarding the moderation of 3 User forum sessions

5.1.5 There were several decisions regarding the Conference

The request from GV to organize a Journal session is accepted and scheduled at the lunch-time on Saturday the 5th of July 2008

Only French translation will be provided in GA - there is a need to inform delegates.

6. **General Assembly**

1. Statutes and Bylaws

1. Council Composition

Council discussed the new proposed changes in the governing bodies of ISPRS and decided to include a new Advisory Committee, comprising the Chairs of the Permanent Committees, the Chair of the Finance Committee, the editor in Chief of the ISPRS Journal, the Book Series Editor, the ISPRS Webmaster and Regional Representatives. This Advisory Board will meet with Council at least once during the inter Congress period.

2. Fellowships

ID tabled the revised proposal for ISPRS Fellowships. Article 3 unchanged, but Article 4 was changed to ‘30 with 12 in first batch’.

3. Bids for Council

Council noted only an official letter from the Turkish Society to nominate OA for the position of Presidency had been received so far.

4. Bids for Congress

Letters of support for Australian Bid were received from Australia and New Zealand. OA said that he has been invited to visit Melbourne and will do so in March 08.

5. Preparation for General Assembly

There was an initial discussion of the General Assembly Agenda and it was decided to continue this in Durham CM.

7. **ISPRS Membership**

1. Report on status of Ordinary, Associate, Sustaining and Regional Members

Current Status of Active Members

Type	1	2	3	4	5	6	7	8	A	B	C	D	E	Total
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AsM	7	1	1											9
OdM	29	21	12	8	5	5	2	4						86
RgM	12													12
StM									8	7	15	28	16	74
Total														181

Sustaining Members

New member: Airborne Hydrography AB (40098), Sweden

Ordinary Members

An application from Zimbabwe Society for Photogrammetry, Remote Sensing and & Cartography has been received. A ballot has been prepared and sent to Members. Deadline for voting is 12.12.2007. 9 approvals from 78 OdM have been received. OA reported on the application of Senegal as a new member of ISPRS and that he is going to put it to a ballot soon.

2. Report and actions on defaulting members including the expelled members
ID gave a report on how to collect subscriptions from Members in arrears. Some options discussed were as follows:

1. Contact the Embassy in the country of the Treasurer and request the ambassador to pay the fee as a donation from his discretionary fund. A donation does not imply any responsibility for the Member, but indicates good will on the part of the government.
2. Invite national members to adopt a country, not only by paying its subscription fee, but also to assist that Member in developing its scientific and professional activities.
3. The fee is waived on receipt of a request backed up by evidence to show that the Member is active in ISPRS, but due to local circumstances, is unable to pay the subscription.

Other methods may be used to make it easier to collect subscriptions. For example: to invite members to pay a member of Council at a conference or during a visit to the country. This avoids any currency restrictions.

Council decided option 1 could be implemented and SM would do this when requesting subscription in 2008. Options 2 and 3 should be discussed at the GA.

Members should also be informed that in some cases ICSU would pay subscriptions of members of ICSU Scientific Unions.

3. Recruitment

OA mentioned that a successful action during the past 3 years has been in gaining new Sustaining Members for the Society. He showed a table of new Sustaining Members since the last Congress and mentioned that the newly prepared publicity files, which included the CD of the ISPRS Video and several documents, played a useful role for recruitment, but face-to-face invitations at different meetings also played an important role.

4. Honorary Membership

Council decided on the composition of the Hon Members Committee.

8. ISPRS Publications

1. Highlights

There was a detailed discussion of the different issues relating E-Highlights. DH proposed 6 issues per year \$16,350 (\$2150 per issue + set up costs and maintenance), according to his evaluation it will be cost effective. (Simpler and more frequently published)

He also proposed that a new website be set up, using a Reed format, to go with Highlights.

It was decided that Reed Business should set up new website from Feb 2008 and Council will decide on the no. of issues per annum at the Congress. Council also decided to make a Member evaluation of E-Highlights at the Congress.

2. GIM Page

Council noted the progress of the layout in GIM page and asked DH to consider a 2 Page ISPRS page.

3. Book series and Congress Book

Council noted that only 1/3 of the contributions have been submitted. EB urged CJ to sign the contract for the Congress Book with T&F ASAP and reminded Council that many authors will use the Christmas vacation to complete their contributions.

Council noted the good progress on the Book series.

4. Home Page; Webmaster

OA told Council that Fabio will continue as Webmaster until Congress.

5. Annual report

OA reported that only half of the TCPs has responded and sent their Annual Reports. He mentioned that the deadline is 10th of January 2008 in order to publish the Annual reports with the February 08 E-Highlights Issue

6. Journal

OA reported after three years of hard work by the editors and guest editors, the ISPRS Journal is now back to the regular schedule and will start with issue 63/1 in January 2008. This result can be mainly attributed by the GV and associate editors' hard work.

9. Financial Affairs

1. Treasurer's Report

Several items have dominated the treasurer's activities this year in addition to the responsibilities of invoicing and collecting member fees. These included: (a) preparing a draft proposal to the General Assembly for a membership fee increase; (b) researching the possibility of credit card payments for member fees; (c) coordinating with the Society's Financial Commission to re-define its terms of reference; and (d), representing Council on the intergovernmental Group on Earth Observations (GEO) User Interface Committee (UIC) and other international conferences. Membership fee increases have been discussed by Council for the past 18 months, resulting in a draft proposal that will be finalized and distributed for member consideration early in 2008. Basically, this proposal will request General Assembly approval for a fifteen percent (15%) across-the-board increase for all membership types and categories, *except Ordinary Members, Category I*. Financial data and details will be included in the proposal, which will be made available to all members for discussion and comment.

International banking regulations are increasingly strict, making payments by cash or check more difficult for members. Wire transfers are preferred by most banks, which now charge stiff banking fees for other forms of payments. Because of these inconveniences, Council has directed the treasurer to investigate the possibility of credit card payments by members. The research phase of this directive is finished and is waiting for comment by UBS bank in Zurich for assurance that the system meets security requirements. Council hopes to implement the credit card system through both an email invoicing system and an on-line payment system similar to many on-line conference registration systems. PayPal (owned by e-BAY) is the service that provides the lowest cost and highest security, but no firm decision has been made yet by Council. The Society's Financial Commission (FinCom) has questioned over its role and functions in ISPRS since the Society is now registered in the United States as a 501(c) (3) not-for profit organization. To maintain its tax-exempt status, the treasurer must supply financial records to the U.S. Internal Revenue Service (IRS) and the State of Maryland where ISPRS is incorporated. The traditional role of FinCom is substantially duplicated by certified public accountants and government oversight regulations. However, there are many roles that FinCom could serve for the Society to enhance internal oversight. The treasurer is coordinating with Council and FinCom to identify and articulate new terms of reference that will be presented to the General Assembly for consideration and approval in Beijing.

2. Revision of Subscriptions

Council agreed to raise subscriptions by 15% and this would be put to the GA in Beijing. The document to make the case for an increase needed more work, including information on the level of support which Council received from other sources.

3. Merchandising

No report was given.

4. Science Initiatives and Travel Grants.

Dr. Lohani (India): SM indicated that he had transferred funds (3200 Euros) to Dr. Lohani in India for the LiDAR Short Course.

Dr. Koenig (Germany): SM reported that he has tried to transfer money (2500 Euros) to Dr. Koenig at Technical University of Berlin but have not yet received his Banking Instructions

Dr. Ranchin (Mongolia): SM has received preliminary information from Mongolia (Tsolmon Ranchin) seeking the final instalment for the remainder of his award (200 Euros).

It was agreed to provide EUR4000 for the Summer School in Nanjing.

5. Fin Com

Council discussed with the Fin Com Chair the ToRs and the role of the Financial Commission in ISPRS. In recognition that the Society is registered and examined every year by an accountant by means of appropriate prepared forms there is no need to charge this activities and role once more to the Commission. So it was decided to adopt the Financial Commissions Terms of References to this fact.

10. Awards

1. Review of award nominations and procedures

The deadlines for most of the awards have not yet occurred, but Council was in a position to consider the Brock Award.

1. Brock Award

Council decided that the Brock Award should be presented to Armin Gruen.

2. Young Authors Awards

ID tabled the guidelines detailing the criteria and procedures for decisions on Young Authors Awards. The papers will be sent to the Secretariat by 1 February 2008. They will be distributed to the TCPs who will make recommendations. The final decision will be made by Council, based on the TCP recommendations.

3. Other Awards

The deadlines and procedures for the awards were reviewed.

2. Membership Awards (SM)

No action was taken.

11. Foundation

1. General report

JT reported that steps have been taken to implement the sections of The Marketing and Promotions Plan.

Approaches have been made to appoint Points of Contact in various parts of the world. A model letter requesting donations has been prepared and copies are being sent to a number of individuals identified with ISPRS.

The plans for the raffles at the Congress have been agreed to and the details are on the Congress Web site.

The Board of Trustees has approved the expenditure of funds for the Wang Zhizhou Award (Swf 2500) and CATCON5 (\$US2200). Council agreed that since the Annual Amount is likely to be of the order of \$US32,000, expenditures on the Travel Grants should be USD21650 and Summer School USD6000. These amounts should be confirmed once the Annual Amount is known after 31 December 2007.

2. Financial Support for participants in Congress

It was agreed that the Foundation and Congress LOC decisions on Financial Assistance to attend the Congress should have the same committee which was agreed to comprise GK (Chair of Foundation Evaluation Committee), CJ, ID, JT and 2 LOC representatives: Sun Baowu and Jiang Jie.

It was also agreed that the Foundation/LOC decisions should be coordinated with the decisions made by the Amsterdam 2000 Fund.

12. ISPRS Committees

1. ISAC, ToRs

There was a proposal from Armin Gruen on the changes of the ToRs of the ISAC, which was agreed to. It was decided to continue with this new ToRs and existing membership of the Committee until the Congress.

2. IPAC, ToRs

Council noted the resignation of RH, as the Chair of the Committee, and decided to wait for the final appointment until the next meeting.

3. CIPA

Council noted that there was no report to the CM from the CIPA President. It discussed the members of the CIPA Board and decided to propose Fabio Remondino as ISPRS Representative in the Board, as Yuko Takase, the current ISPRS Representative, has been appointed as the next CIPA Symposium Director in Kyoto in 2009.

4. ICORSE

ID noted that ICORSE is co-operating in organizing the Special Session

5. Ad hoc Committee on Standards

Council noted the good co-operation of Wolfgang Kresse as the Chair of the Committee, but it needs to discuss his future role in ISPRS activities.

13. **Planning of the Celebration Centenary of the Foundation of ISPRS**

Council did not discuss this issue as the preceding day there was a meeting scheduled for the Committee.

14. **Preparation of a Strategic Plan for the Society**

ID presented a revised proposal for preparing a new Strategic Plan and Council agreed on a 2-3 day review meeting with about 6 people and a review committee which would work through correspondence. ID would set up the committees and hold a planning meeting in Beijing.

15. **Report of different Meetings**

1. ScanEx

OA, JT and SM, who attended the ScanEx and the RSPRS/GeoKosmos Conferences in Moscow, reported that it is worthwhile to continue the collaboration with these organizations especially since it helps to maintain the links with our Russian colleagues.

It was noted that JT might go to Novosibirsk, to the Geo-Sibir08 Conference.

2. Chile

In his report ID gave a summary of Phot&RemSens activities in Chile and their interest to be more involved in ISPRS activities. EB suggested having more integrated work in Latin America following ACRS model, by integrating activities with SELPER.

3. ACRS

In his report ID gave a summary of the AARS Meetings and reported that Shunji Murai had announced that he would give up the role of Secretary General in 2009 and that KC had been 'elected' deputy SG. The next conference will be in Sri Lanka and in 2009 the 30th anniversary will be in China in 2010.

4. Council attendance at Meetings

A list of these meetings has been discussed and attached as **Annex 11** of these Minutes.

16. **Relations with International and other Organizations**

1. FAO

A letter received from FAO was tabled.

2. JBGIS

It was noted that JBGIS is continuing the development of web portals for NMA and that there would be a meeting at the GSDI conference on this topic..

3. MoU with GIS Development (MWF, MME)

To coordinate the involvement with GIS Development an intention to agree on a MoU was welcomed and it was decided to give the requested support for MWF, but not to Map Asia or Map Africa as they are too close to ISPRS Congress.

4. AARSE

It was agreed to support the AARSE Conference in Ghana in 2008. The JBGIS would be supporting a Schools day on Climate Change and IS would co-

ordinate ISPRS input to this. ISPRS would also collaborate with AARSE to organize a GEOSS Workshop.

5. **WBCSD**

It was agreed to make ISPRS contributions to the TBCSD and WBCSD activities.

6. **ICSU fees**

Council agreed the new fee proposal and the link to voting.

7. **IGARSS**

Council agreed to cosponsor IGARSS 2009.

8. **Earth and Space Science Information Summit**

No action was noted.

9. **GDEST**

ID will participate to this event

17. Reports from Council

Reports of the Council Members on their activities since the previous CM were presented.

18. Other Business

Council agreed to implement a policy “Green Travel Council Meetings” in the future, and that OA would follow up the offer of the TBCSD of using their forest for carbon offsetting.

19. Next Council Meeting

A schedule of the next Council Meetings is attached as **Annex 12** of these Minutes.

20. Close

As there were no other items to be discussed, ID thanked the participants for their contributions and reminded them of very urgent business matters arising from this meeting.

ID closed the meeting and once again thanked Orhan ALTAN for hosting it.