

**ICS Board of Trustee Directors Meeting and Conticom-ICS Ltd Directors Meeting Agenda**  
**14 January 2012, 12:00 – 18:00. 15 January 2012, 07:30 – 15:00.**  
**Chicago, USA**

\* for discussion

\*\* for decision

# report attached

	<b>SATURDAY 14 JANUARY 2012</b>	<b>Lead</b>		
	LUNCH (available outside meeting room)		12:00	12:30
1	Apologies for absence	SH	12:30	
2	Approval of Agenda**	SH	12:30	
3	Approval of 27 & 28 <sup>th</sup> August 2011 Minutes #** Approval of 1 <sup>st</sup> September 2011 Minutes #** Also attached: Summary of progress to date on Board actions# Decisions made on Board discussion forum #	SH	12:30	12:45
4	Matters arising from Trustee Minutes 27-28 August 2011  Action Points Outstanding/to be raised <i>AP93: Analysis of all abstracts submitted for the last three years</i> <i>AP96: Conduct of ICS member, Egidja Nilsen</i> <i>AP100: Education Committee co-chair</i>  Action Points incorporated in agenda AP86/88/89/90/91/92/95/97/98/68  All other action points resolved		12:45	13:15
5	General Secretary report *	SH	13:15	13:30
6	Finance Report of Treasurer a) Update as of year-end position ( <i>see note below</i> )#* b) Projections for 2012#** c) Committee budget requests#**  As with last year, the agenda papers will include a financial report to end of September 2011, then at the meeting we will have the figures ready to end December 2011	AS	13:30	14:30
	BREAK		14:30	14:45
7	Task Force recommendations. Next steps#** a. Awards b. Foreign Affairs c. Governance d. Industry e. Meetings f. Scientific	ALL	14:45	15:30
8	ICS 2011 evaluation and discussion#*	AW	15:30	16:00
9	Annual Meeting documents for review#**	AW	16:00	16:30
	BREAK		16:30	16:45
10	Update on ICS 2012*	SH/DS	16:45	17:00
11	Changes to Articles and Bylaws** Information to be sent closer to the meeting. Please refer to latest ICS Articles and Bylaws available on the ICS website	SH	17:00	18:00
	END OF DAY ONE			

	<b>SUNDAY 15 JANUARY 2012</b>			
	BREAKFAST (available outside meeting room)		07:30	08:00
12	Update from teleconference with Dan Rivlin*	SH	08:00	08:15
13	ICS strategic planning process *	SH	08:15	10:00
	BREAK		10:00	10:15
14	Continued, ICS strategic planning process*	SH	10:15	11:00
15	ICS staffing*	SH	11:00	11:45
16	Trustee Handbook#**	KM	11:45	11:50
17	Travel policy#**	SM	11:50	11:55
18	ICS Editor funded for travel and hotel to annual meeting**	DS	11:55	12:00
	LUNCH		12:00	12:30
19	Review of Education Committee#*	AW	12:30	13:15
20	Contract with PCO* (copy available upon request as 23 pages)	MT	13:15	13:20
21	Lifetime and honorary membership awards#** (lifetime award applications deadline is 2 <sup>nd</sup> January 2012)		13:20	13:50
22	ICS disclosure policy, to be viewed on screen	DT	13:50	14:00
23	NUU Abstract issue* Proposal to the Board: "Reduction of the current excessive Question&Answer information under each abstract to the essential minimum, e.g. to Funding and Registration Number, and additionally introduction of proper DISCLOSURE, e.g. separate alphabetical listing"	WS	14:00	14:30
24	Board to consider permanent Nurse and Physiotherapist position on Scientific Committee		14:30	14:45
25	New Business		14:45	15:00
	END OF MEETING			
	Date of next meeting: TBC (likely before ICS 2012, October 2012. Beijing, China)			