DRAFT MINUTES

OF THE IEEE EMC SOCIETY BOARD OF DIRECTORS MEETING

IEEE Headquarters
Piscataway, NJ
November 17, 2014

MEMBERS PRESENT (25)

B. Archambeault
H. Benitez
C. Brench
C. Bunting
F. Canavero
R. Davis
A. Duffy
E. Hare
F. Heather
D. Heirman
D. Hoolihan
I. Kasperovich
R. Koga
J. LaSalle
M. Montrose
J. Norgard
M. Oliver
J. O'Neil
G. Pettit
A. Pinchuk
V. Rajamani
F. Sabath
C. Sartori
R. Scully
D. Sweeney

ABSENT (1)
D. Staggs

GUESTS (5)
S. Agnello
L. Campanale
H. Garbe (via telecom)
R. Perez (via telecom)
S. Schneiderman

1.0   THE PRESIDENT'S OPENING REMARKS

President Scully called the meeting to order at 9:00 am. A round of introductions was made. He reviewed Board meeting protocol, the IEEE code of ethics, and upcoming activities (see President's Introductory Remarks). He reminded Board members of the material on the Board FTP site and asked that everyone remember to review this prior to the Board meetings (ftp://ewh.ieee.org).

2.0 CONSENT AGENDA MOTIONS

The meeting agenda was presented for review. (See Draft Agenda.) The consent agenda motions (see Consent Agenda) included the following items:

   a. Approve TCS for SPI 2015
   b. Approve TCS for EMC Compo 2015
   c. Approve DL Speaker List for 2015
   d. Approve November 2014 Meeting Agenda – Scully
   e. Approve Secretary's Report – August 2014 Meeting Minutes – O'Neil

Frank Sabath moved to approve the consent agenda as presented. The motion was seconded and approved.

3.0   PRESIDENT'S REPORT

Bob Scully reviewed the activity of the Excom meeting held the previous evening. The meeting addressed administrative points including the agenda review, motions to be presented, etc. All items discussed are included on the meeting agenda.   He noted the upcoming TAB meetings, reviewed voting procedures and how to count votes. (See President's Report.)

Bob moved to accept the Board meeting dates/locations shown for March 2015 (in conjunction with the Santa Clara Symposium), August 2015 (in conjunction with the Dresden Symposium) and December 2015 (following the TAB meetings, in Ottawa, Canada the first week in December). The motion was seconded and approved.

Regarding the status of electronic motions made since the last Board meeting in August, Bob noted these included:

   • The Board approved TCS for the ESD Association
   • The Board approved withdrawal from Technical Co-Sponsorship of the GlobeSpace conference

He noted that there were several auxiliary motions that were raised and voted on during these two primary votes, among them a postponement, a previous question, and a motion to withdraw requiring board approval that was ultimately denied. Bob's report reviews the voting process and what is required for a vote to pass; it is not always due to a simple majority of "yes" votes; abstention votes can impact the outcome of a vote.

On the APEMC 2015 Taiwan delegation, Bob announced that Board, President, Past President, VPs and the Secretary are funded to attend; this is a repeat of what he stated during the August Board meeting and similar to what we did for the EMC conference in Tokyo in May 2014.

4.0   IMMEDIATE PAST PRESIDENT REPORT

Ghery Pettit read the slate of newly elected Board members. This includes Bruce Archambeault, Irina Kasperovich, Vincente Rodriguez, Bob Davis, Mark Montrose and Frank Sabath.

Ghery discussed the constitution and bylaws changes. (See Constitution and Bylaws Change Motion.) He noted he had reviewed the approved changes from the February Board meeting with IEEE. IEEE made some minor changes. This motion is to amend the Constitution and Bylaws of the IEEE EMC Society to conform to some minor changes requested by IEEE HQ. Mark Montrose moved to waive the 15 day notice to approve the constitution and bylaws changes. The motion was seconded and approved. Henry Benitez moved to pull motion 2 from the main motion (i.e. divide the motion). There was no second to divide the motion so it failed. The motion as originally presented was seconded and passed.

On the balance of the motion related to EMC Society Policies and Procedures, there were a few amendments. This motion is to amend the Policies and Procedures of the IEEE EMC Society to change the travel reimbursement policy to cover hotels and transportation for any BoD member when employer support is not available. This is consistent with a discussion held during the August 2014 BoD meetings in Raleigh.

Don Heirman moved to table the motion. This was seconded and approved. Ghery withdrew the original motion and said he would revise the motion with John LaSalle and bring them back to the Board later in the meeting.

Following lunch, **Ghery Pettit brought back the motion on the travel reimbursement policy. (See Policies and Procedures Change Motion – Rev 2.) Ghery moved to approve the motion as presented. The motion was seconded and approved.**

5.0 TREASURER'S REPORT

John LaSalle presented a report on EMC Society finances. (See Treasurer's Report.) At this time of year, it's necessary to approve the Society's independent contractors and temporary employees. These include Temporary Employees and Don Heirman and Janet O'Neil. Independent Contractors include Shannon Archambeault, Kye Yak See, ATG Productions and Paul Falciglia (Doto).

John LaSalle moved to approve the fees as presented for the independent contractors and temporary employees. The motion was seconded and approved. Amy Pinchuk voted against the motion. The approved contracts will be posted to the EMC Board Forum.

Regarding EMC Society finances, the latest available 2014 IEEE financials are for the period ending in October, 2014. EMC Society finances are on track. The Society is operating currently with an actual year-to-date of $102,100. The budget is a deficit of $74,200. John noted Society finances are running under budget. Above the forecast, Periodicals revenue is currently $64,900 higher than forecasted; Conferences & Meetings are also currently $64,900 above the forecast. Committee/Other expenditures (cost center 1900) are at a deficit of $162,800, with an approved budget deficit of $269,300. This results in a positive variance, or under-spending of $96,400.

The report included a status of Angel fund expenditures, symposium finances, summary of travel expenses, as well as budget highlights and timeline.

6.0 IEEE MEDIA

Susan Schneiderman of IEEE Media provided handouts showing examples of the websites of other Societies, including the Communications Society, and discussed how this can be an additional source of revenue for the EMC Society. IEEE Media has handled ad sales for the EMC Magazine for several years and can also handle website ad sales.

7.0 IEEE SURVEY

Lesleigh Campanale presented the results of the membership survey. (See IEEE Membership Survey.)   The Society had a good response rate and in general members were happy with the services provided by the EMC Society. For more information, Ms. Campanale may be reached at l.campanale@ieee.org.

8.0 ELECTION PROCEEDINGS

Ghery Pettit provided information on the election guidelines and ground rules. Each candidate will have five minutes to present their respective statements for the office they are running for. Heyno Garbe presented via telecom immediately after Ghery completed his introduction, as Heyno could not be available at any other time. The remainder of the election proceedings took place the next day.

9.0 EXEMPLAR REPORT

Sal Agnello of Exemplar presented on the iNARTE program. (See iNARTE Report.)   Don Heirman noted he received an NDA to review the questions. Bruce Archambeault advised all question reviewers will have to sign this NDA in order to ensure that the questions are kept private. Each TC has identified a reviewer for the questions. An iNARTE exam will be held in Santa Clara in conjunction with the symposium.

10.0 CONFERENCE SERVICES

Bruce Archambeault presented his report. (See VP Conferences Report.) He received a proposal for the 2018 IEEE International Symposium on EMC to be held in Beijing, China. Erping Li would be the symposium chair and Jun Fan would be the technical program chair. This will be discussed later in the meeting.

Bruce noted that rather than mail or give a CD of proceedings to people at the symposium, the Santa Clara committee will send attendees a link to download the program and papers. This enables people to download papers on their tablets and/or laptops. This will help offset the considerable expenses of holding a symposium in Santa Clara.

He moved to not distribute a Santa Clara symposium proceedings CD. After discussion, it was decided to take this motion off the table and bring back later with modifications requested during the discussion.

The VP Conferences report includes summaries of activity for past and future IEEE EMC Symposia. It was noted the 2014 IEEE International Symposium on EMC and SI is expected to post a 25% surplus. The books will be closed at the end of December 2014. The report also includes information on technically co-sponsored symposia as well as a review of the activities of the exhibitor liaison and the regional conference coordinator.

On new initiatives, Bruce noted there are four activities under consideration as follows:

1) Move the EMCS web site content to our own (rented) servers so we can have different levels of access (for example, to allow each TC to have access to their own TC pages' content without the need to funnel everything through a single person with overall access, as we currently do), and to set up the system to allow pay-per-view access to streaming video content. The cost is estimated *roughly* as $12,000 to set up the system (with EMCS member vs non-member status verification), then about $2k per year for hosting server rental.
2) Record the slides and speaker audio from all the technical presentations at the EMC 2015 Santa Clara Symposium using the Confex system software. Once recorded, these could be offered to members and non-members at different prices. The cost of the recording is approximately $10,000 (per conference), so the first year would be an experiment to see if this type of content is desired by people who were unable to attend the conference. The cost of this item assumes #1 above is completed.

3) Complete video recording of certain key events during EMC 2014. This will include a full day recording of the Fundamentals of EMC tutorial, the Keynote Speech, and two half day Global University sessions. These video recordings will include the speaker and slides, and then editing to include the slides in a clearer format. Once edited and finished, they will be added to the pay-per-view content (see #1 above). The cost for recording is estimated at $3,000, and cost for video editing is estimated at $3,500. The cost of this item assumes #1 above is completed.
4) Add existing Video Distinguished Lecturer talks to pay-per-view system above. These videos were professionally recorded, so very little further editing is expected to be necessary. Assuming #1 above is completed, the estimated cost for this initiative is $1,000.

11.0   COMMUNICATION SERVICES

Flavio Canavero presented the Communications report.   (See Report of Communication Services.)   He noted Ray Perez would present via telecom on IEEE Press activities.

The plan to hire IEEE to create an HTML email blast to all members with the Table of Contents (TOC) for the Magazine and a separate blast for the Transactions on EMC TOC starting in 2014 is ongoing.

TRANSACTIONS

Editor-in-Chief Farhad Rachidi advised there are several papers in the *IEEE Transactions on EMC* backlog. In order to reduce the backlog, he would like to publish more papers in the *IEEE Transactions on EMC* by the end of this year. **Flavio Canavero presented a motion to have a 2-part issue of the Transactions on EMC in December 2014. This adds approximately 250 printed pages. The motion was seconded and approved.**

Flavio spoke about creating a new award for the most cited paper named in honor of Moto Kanda, a long time past editor of the Transactions on EMC. **Flavio Canavero moved to approve creating an award for the most cited paper of the *IEEE Transactions on EMC* in the past five years and name this award in honor of Motohisa Kanda. The motion was seconded and approved.**

IEEE PRESS

Ray Perez presented on new initiatives by IEEE Press on small books publishing. IEEE Press is having trouble recruiting authors for traditional books. Now they are looking at publishing "small" books, i.e. books that are 150 pages or less (certainly no more than 200 pages).   This would involve a single technical subject (i.e. shielding, signal integrity, etc.) and a single application (i.e. automotive, biomedical, etc.) Price would be about $50 - $60 and the time for authorship, review and production would be one year or less.

MAGAZINE

Magazine Editor Janet O'Neil reported the 4th Quarter 2014 issue is in process now. It is the annual symposium issue that includes extra features such as the awards program 2-page spread with photos of the main award winners, the photo collage pages of symposium activity, an article on the symposium demonstrations, etc. It also includes an interview with JoAnne Yates, Sloan Distinguished Professor of Management at the Massachusetts Institute of Technology (MIT). The issue also includes the regular feature columns so it is expected to be some 140 pages!

HISTORY

Dan Hoolihan, Chair of the EMC Society's History Committee, approached the IEEE Foundation for the guidelines on starting a fund for a future EMC Society Museum.

WEB

Bruce Archambeault created a web-based calendar to allow selected individuals to reserve the EMCS teleconference number for EMCS business. The URL is http://www.emcss.org/teleferenceline.html

12.0   MEMBER SERVICES

Bob Davis, Vice-President for Member Services, presented his report.   (See VP Member Services Overview Report.)   He discussed a new award for exhibitors on the most innovative product. This idea was presented by Amy Pinchuk at the last Board meeting. A new Young Professional Award was proposed by Caroline Chan. Bob will review this with his committee and come back to the Board with suggestions for moving forward, including a possible electronic motion.

AWARDS

Mike Oliver reported the first call for nominations is planned to be e-blasted to all EMCS members in early January 2015 for the IEEE EMC Symposium in Dresden, Germany. The cut-off date will be mid-February of 2015. The Awards for the 2015 Symposium on EMC and SIPI in Santa Clara is being coordinated with symposium chair Caroline Chan. The committee is working on an Awards Committee Process Guide to update the existing guideline that Bruce Archambeault put together in 2009. A draft will be completed by the March Board meeting.

DISTINGUISHED LECTURER (DL) PROGRAM

Bruce Archambeault reported on the DL program. The 2015-2016 DLs approved per the consent agenda presented earlier in the meeting include Jan Niehof, Marco Klingler, Ram Achar, and Scott Piper. They will be profiled in the next issue of the EMC Magazine and their respective bios and presentation topics will be posted to the EMCS website.

MEMBERSHIP

Bob Davis reported total IEEE Membership down 1.1%, since this time last year. Total Society Memberships are down 1.4%, since this time last year. EMC Society Membership is down 1.7% (67) to 3,890 (with Affiliates), since this time last year. EMC Society Student Membership down 21.3% (10) to 37, since this time last year. A total of five senior grade elevations occurred since the last Board meeting; there have been 17 since the beginning of 2014. Future membership plans include a Senior Member Elevation Event and an informational presentation by IEEE HQ in Santa Clara during the symposium. An Eta Kappa Nu informational presentation by Nancy Ostin is being planned. The EMC Society membership booth will be staffed at the UC Berkley Leadership Conference following the Santa Clara symposium. We will present an EMC technical or career presentation at the leadership conference

REGION 8 MEMBERSHIP REPORT

Frank Sabath provided a detailed report for Region 8.   As presented during the last Board meeting, the numbers of active membership in Region 8 is characterized by a decreasing tendency. The declining numbers demonstrate our main challenge; over the last two years we lost approximately 30 members per year.

REGION 10 MEMBERSHIP REPORT

Bob Davis reported on Region 10 activity from membership coordinators Liugi R. Koga, An Hao, Erping Li, Dr. Subbarao and Parvez Javeed. This includes a detailed review of membership numbers in China. The proposed Bangalore, India chapter is still missing two valid petition signatures.

CHAPTERS

Sergio Pignari, Chapter Coordinator, reported that there are now 83 active chapters globally. The formal chapter training session will be held in conjunction with the 2015 IEEE International Symposium on EMC in Dresden. There will be two regional Chapter Chair meetings – in the US in conjunction with the 2015 Symposium on EMC and Signal Integrity in Santa Clara over March 15-20, 2015, and in Region 10 in conjunction with 2015 Asia-Pacific International Symposium on Electromagnetic Compatibility (APEMC 2015), in Taipei, Taiwan, over May 26-29, 2015.

SISTER SOCIETIES

Vignesh Rajamani reported a Sister Society Agreement (SSA) was signed with EMC Society of Japan (EMCJ) during the EMC Tokyo conference in May 2014. However, since that time, it was determined after the fact, that the IEICE president wanted to sign the agreement rather than the Chair or EMCJ. They have requested some modifications as it will be up for vote at a Board meeting of the IEICE. This activity is on hold for now.

The ESDA (Electrostatic Discharge Association) has agreed to sign the Sister Society Agreement. Bob Scully will sign the SSA following the Board Meeting in New Jersey. It will be countersigned by the ESDA at their Board meeting in December.

The IET (Institution of Engineering and Technology) UK has agreed to sign the Sister Society Agreement. They are requesting minor modifications and we are waiting on paper work from their end. This will be signed in the near future.

The EMCS website needs to be updated to reflect current SSA activity. Revisions to the SSA document are being considered.

SECTION COORDINATOR

Henry Benitez reported as Section Coordinator activity. (See Section Coordinator Report.) A survey was submitted to Mexico EMC Society members to determine interest in forming an EMC Chapter. The results have been received and are much better than expected. He included one of the survey questions in his report. It shows 19 members are likely or VERY LIKELY to serve as "founding members." There is also a member that has helped to form a chapter before and is willing to help with the EMC chapter formation. Henry will follow up on this.

YOUNG PROFESSIONALS (YP)

Caroline Chan reported that the IEEE MGA YP Strategic and Development meeting in New Brunswick identified YP EMC as the most active in the IEEE. During the 2014 EMC Symposium in Raleigh, 60 people attended the YP social event and 25 people attended the technical presentation "What's the Point of Standards" by Alistair Duffy. The report includes details of YP activities at the IEEE EMC Santa Clara and Dresden symposiums in 2015. There will also be a planned YP activity at APEMC 2015 in Taipei.

PACE

Kimball Williams advised that the EMC Society is presently not a sponsor for the October 2015 Ethics Symposium in Vancouver, British Columbia, Canada. From a professional certification perspective, is the EMC Society Board of Directors interested in a focused 'Signal Integrity' certification? If so, Kimball will work with Mike Violette to help begin its development.

13.0   STANDARDS SERVICES

Don Heirman, Vice-President for Standards, presented his report. (See VP Standards Report.) Leadership of the Standards Development and Education Committee (SDECom) includes Alistair Duffy as Chair, Craig Fanning at Vice-chairman, and Ghery Pettit as Secretary. SDECom met in person during the August symposium week. As a result, several standards were discussed; the updated status is included in the VP Standards report. SDECom will hold meetings in both Santa Clara and Dresden. They need an early schedule of which working groups will be meeting at both venues to continue their planning.

Regarding the Standards Advisory and Coordination Committee (SACCom), leadership includes John Norgard as Chairman, Andy Marvin as Vice-chairman and Don Heirman as Secretary. Reports were submitted from many global EMC standards organizations. Reports presented included one on "Space Systems EMI" and on IEC 65A (Industrial process EMC). SACCom is also planning to meet in Santa Clara and Dresden.

In Santa Clara, SDECom and SACCom members will be asked to cite one or two "hot topics" in their respective committees and modify their reporting form to show these topics. They will be asked to prepare a short summary of these topics for the EMC Magazine.

14.0   TECHNICAL SERVICES

Colin Brench, Vice President for Technical Services, presented his report. (See VP Technical Services Report.) He noted TAC is particularly busy at this time with both the Santa Clara and Dresden Symposiums ramping up. Of particular note is the addition of a new class of paper for the Santa Clara Symposium. ESAC remains extremely busy - more volunteers could be helpful to this group as it is doing the core work in preparing current and new educational activities. Colin attended the ESD Association Conference and relayed some of the things that they do that are different from the EMC Society symposiums. Vignesh Rajamani also attended the conference and made contacts with the leaders of the ESD Association in order to pursue the EMC-S Sister Society agreement. One result of our connection with them is that there will be an ESD workshop at our Santa Clara symposium.

TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC Officers (as of August 2015) include Jun Fan (Chair), Chuck Bunting (Vice-Chair), Xiaoning Ye (Secretary) and Bruce Archambeault (Past Chair). The TAC meeting schedule is outlined in the report.

For the Santa Clara technical program, 121 papers were submitted for review. Of this total, 40 were classified as "Industry Papers". (This is a trial program in this national symposium to attract local attendees. Only abstracts were required and reviewed. The full papers will not be uploaded into IEEE Xplore.) TC-10 (Signal Integrity) received the highest number of papers (40). The next highest was TC-2 (EMC Measurement) with 11 papers. Two special sessions have been accepted; 23 half-day workshop/tutorial sessions have been accepted.

For the Dresden technical program, special-session proposals have been submitted. The deadline was much earlier to allow the special-session papers to have the same review process as the regular papers. Nine special session proposals were received, with seven accepted, one is still pending and one was recommended as a possible tutorial submission. Frank Gronwald, Heyno Garbe, Jun Fan, and Bruce Archambeault have discussed and

determined the review process for Dresden. It will be similar to regular EMC symposia, but with special considerations for including European co-chairs and reviewers.

On the technical co-sponsorship requests, TAC recommended TCS be granted for EOS/ESD2014, SPI2015, and EMCCompo2015.

EDUCATION AND STUDENT ACTIVITIES (ESAC)

Officers include Mark Steffka (chair), Sarah Seguin (vice-chair) and Matt Juszczyk (secretary). ESAC continues to coordinate the Society's Best Student Paper competition. There will be a winner at both the Dresden and Santa Clara symposia. ESAC is developing a draft of a roadmap that will depict its ongoing and future plans. Work continues on updating the experiments manual. The Standards Development and Education Committee (SDECom) and ESAC are partnering together to refocus the educational emphasis within the EMC Society. Arturo Mediano and Bogdan Adamczyk are the Dresden and Santa Clara chairs, respectively, for the student hardware design competition. The big change this year is the relaxation of the sponsorship requirement. Traditionally, only a university professor could sponsor a team. Now, a mentor from industry or an EMC society chapter member can also sponsor a team. The committee hopes that this change enables more teams to participate in the competition. The Santa Clara competition will have an SIPI focus. The Dresden competition will have an EMC focus.

ESAC is sponsoring the Clayton R. Paul global university at both the Dresden and Santa Clara symposia. EMC Society Distinguished Lecturer Dale Becker has been named the chair of the Santa Clara symposium; Professor Flavio Canavero is the chair of the Dresden symposium. The Santa Clara symposium will have a strong focus on signal integrity while the Dresden symposium will continue with the historical EMI/EMC focus of past symposia.

ESAC will continue to sponsor a Fundamentals of EMC workshop for all attendees at both symposia. Mark Steffka will chair the Santa Clara event; Arturo Mediano will chair the Dresden event. Topics will include: grounding, antennas, shielding, immunity, PCB design, and an introduction to EMC test equipment.

ESAC continues to host its annual John Howard Memorial University Grant worth $10,000 to the winner. One submission was received from the University of Colombia.

15.0   ELECTION PROCEEDINGS

Immediate Past President and Nominations Chair Ghery Pettit reminded the Board about the election process and hearing the candidates present on their respective interest in various positions. He noted the nomination petitions of all candidates were previously circulated to all Board members. Bob Davis and Frank Sabath spoke on why they are interested in serving as president-elect. Then, John LaSalle and Janet O'Neil spoke about their respective interests in serving as treasurer and secretary, respectively. John Norgard spoke about his interest in VP of Communications (Heyno Garbe spoke about his interest in this position earlier in the meeting via telecom).

The meeting was recessed at 5:00 pm until Tuesday, November 18 at 9:00 am.

President Scully called the meeting to order at 9:00 am.

OFFICER ELECTIONS

Ghery Pettit discussed the balloting process. He called for motions to elect the following people who are running unopposed.

The office of Treasurer was discussed, John LaSalle was unanimously elected. There were no votes against the motion to elect John LaSalle.

The office of VP Standards was discussed, Don Heirman was elected. All present voted positively; Don Heirman abstained from voting.

The office of VP Technical Services was discussed, Colin Brench was unanimously elected.

The office of Secretary was discussed. There were no votes against the motion to elect Janet O'Neil.

The office of VP Conferences was discussed, Bruce Archambeault was elected. All present voted positively; Bruce Archambeault abstained.

In the other officer positions, ballots were distributed to all Board members. As a result:
- Frank Sabath was elected President-elect
- Vignesh Rajamani was elected Membership Services VP
- Heyno Garbe was elected Communications VP

President Scully noted that Elya Joffe has resigned from the Board. Also, Frank Sabath, Bob Scully and Bruce Archambeault resigned their respective positions voluntarily as of November 18, 2014. The next unelected candidates for the Board (Dennis Lewis, Tat Soon Yeo and Will Lumpkins) will be approached to fill these positions. Bob Scully also asked the Board to provide names for prospective candidates to fill these positions.

16.0 SECTIONS CONGRESS REPORT

Henry Benitez gave a presentation about his attendance at the IEEE Sections Congress. (See 2014 IEEE Sections Congress Report.) The report includes a list of Sections Congress 2014 initiative ideas.

All IEEE Service Providers had a booth at the exhibition that accompanied the lectures. This was very helpful in quickly providing access to the services that can benefit the EMC Society.   Bob Scully noted that the IEEE TAB meetings are also a very good resource. He encouraged attendance at these meetings by Board members.

17.0   SYMPOSIUM PROCEEDINGS CD

Bruce Archambeault discussed the previously presented motion concerning the distribution of the symposium proceedings CDs. (See Motion to update BoD policy concerning Symposia Records Report.) Currently, CD-ROMs and other copies of symposium papers and workshops are available to registered attendees of the symposium who receive one copy with their registration and may purchase additional copies with their registration or on-site at the symposium.   In addition, all members of the IEEE EMC Society have one copy mailed to them at the conclusion of the Symposium at the address of record in the IEEE membership files. The committee would like to update current policy to allow symposium committees to decide to offer a web-based download instead of physical CDs or hard copy proceedings.

Bruce Archambeault moved to modify the BoD policy on Symposium Record Distribution. Copies of symposium papers and workshops will be available only as follows:

- **Registered attendees of the symposium will receive information to download the papers and workshop/tutorial slides. Local committees may offer (for additional purchase) paper, CD, or memory stick copies with attendee registration.**

- **All members of the IEEE EMC Society will receive information to download the papers and workshop/tutorial slides. The files will be maintained and available to members only on an EMCS designated web site for historical purposes.**

The motion was seconded and approved.

18.0 NEW BUSINESS

Don Heirman commented about the website and providing updates to it in a timely manner. He also provided an update on the first webinar with past presidents. This will take place on Friday, November 21.

19.0 FINANCIAL IMPACT OF APPROVED MOTIONS

Ghery Pettit provided a financial summary of the impact of approved motions. These included:

- $100 a year for new "most cited Transactions on EMC paper" plaque
- Board Travel Policy – TBD (unknown at this time)
- Non-distribution of symposium proceedings CDs – saves $36,000
- Transactions on EMC - Double December 2014 Issue - $12,000

20.0 ACTION ITEM REVIEW

Secretary O'Neil reviewed the action items discussed during the meeting. An updated, consolidated list of action items will be sent to the Board following the meeting.

21.0 ADJOURNMENT

The meeting adjourned at 11:00 am.

Submitted by:

Janet O'Neil

Janet O'Neil - Secretary, EMC Society Board of Directors