

In attendance:

Donald Piele (United States) - Chairman  
Jari Koivisto – (Finland) - Chairman IOI 2001  
Ha- Jine Kimn (Korea) - Chairman IOI 2002  
Spyros Bakogiannis (Greece) – Chairman IOI 2004  
Krzysztof Diks (Poland) – Chairman IOI 2005  
Ivo Separovic (Croatia) – Chairman IOI 2007  
Mario Cruz (Colombia) – Elected member 2002/2003/2004\_  
Yasser Abdel Ghany (Egypt) – Elected member 2003/2004/2005  
Wolfgang Pohl (Germany) – Elected member 2004/2005/2006  
Lionel Hartmann - Executive Director (non voting)

1.0 The Chairman welcomed members of IC and in particular Ivo Separovic and Wolfgang Pohl who were attending their first full IC meeting. The Chairman also welcomed observers from Greece who were in present

2.0 Apologies

Apologies were received from Arturo Cepeda (Mexico).

3.0 Minutes of the meetings held in Wisconsin from 16 to 23 August 2003 and the Minutes of the Web Conference held on 4 November 2003 having been circulated, were confirmed and approved as true and correct.

4.0 Matters arising from the minutes

4.1 Jari Koivisto led discussion on his proposals for the Awarding of the IFIP medal. He proposed that the medal be awarded to the youngest contestant who receives a medal. This proposal was approved by IC. It was also agreed that the Award would be presented before the medals are presented to other winners in the respective category and that an IFIP representative would make a short (1 minute) speech.

**Action: SB**

4.2 Lionel Hartmann reported on a proposal received from Andrew Morris for a publication on IOI. A great deal of information had been gathered and he showed members extracts from some of the material produced. Andrew was still busy with the research and required IC approval to proceed. He would be attending IOI in September. This proposal was agreed to by IC. **Action: LH**

5.0 Chairman's Report

Chairman Don Piele delivered his report and highlighted some key issues.

5.1 IOI banking account.

As it was not possible to open an account in the USA, it was agreed that the balance of the funds

held in the account at the University of Wisconsin Parkside would be remitted to the IOI

banking account in South Africa.

**Action: DP**

5.2 He tabled a report confirming the total receipts raised through the collection of Registration fees and the expenses debited against this amount. Total fees received amounted to \$19712.20 and Expenses amounted to \$6243.98. The Balance of \$13468.22 would be transferred to the Banking account.

**Action: DP**

5.3 Don tabled his report for IOI 2003 as well as a CD with all the details and information regarding IOI 2003. This would be distributed to all participating countries.

**Action: DP**

5.4 Discussion took place regarding the position of IOI as a legal entity. The ED confirmed that in respect of the current banking account we were fully recognized as an NGO and had a valid legal entity. This issue has been researched before and the ED was requested to establish the position Internationally.

**Action: LH**

#### 6.0 Report by the Executive Director

6.1 ED Lionel tabled his activity report for the period up to 1st July 2003, which covered the

activities of the office. The report had been circulated in advance and was approved.

6.2 The Financial Statements for the year ended 29 February 2004 were tabled. These were noted

and approved by IC. As at 29 February 2004 there was a total cash balance of \$27375.34 (excluding funds held at the University of Wisconsin Parkside)

6.3 ED Lionel drew attention to the Fundraising report included in his ED report. Fundraising had

become very difficult and the current climate made it even more difficult. He would :

(a) Continue to explore all avenues to raise funds and appealed to fellow IC members to assist.

(b) Resuscitate the IOI fundraising committee and meet at IOI 2004. It was also agreed that their brief be expanded to include proposals to utilize the funds accumulated in the IOI accounts.

#### 7.0 Amendments to Rules and Regulations

Lionel Hartmann reported that the proposal approved by IC in August 2003 in respect of countries failing to host official meetings of IOI was not required as the current Regulations stated that host countries were “obliged” to host such meetings.

The amendments approved by GA in August would be prepared and incorporated in the existing Rules and Regulations. A copy would be forwarded to the organizing committee of IOI 2004. Richard Foster would be requested to attend to this item.

**Action: LH**

## 7 8.0 Report by future hosts

8.1 Spyros Bakoyiannis assisted by several observers presented a very detailed report and audio visual presentation on the plans for IOI 2004. Members of IC were taken on a tour of the Media Village which would be the competition and accommodation site. Facilities were outstanding and all participants would be housed in individual rooms. Concern was expressed on the venue for the competition and the Organising Committee were requested to investigate an alternative solution. Excursions being planned were in the process of finalisation.

**Action: SB**

The Organising Committee would provide a detailed programme of planned activities by the end of March 2004 to enable IC meetings to be scheduled. This programme to show the times of planned GA meetings.

**Action: SB**

8.2 Krzysztof Diks delivered a detailed written report on the plans for IOI 2005 in Poland. The proposed dates are 18 to 25 August 2005 at the Wyższa Szkoła Biznesu – National-Louis University in Nowy Sącz. The selected venue has outstanding facilities and can easily cope with the anticipated number of participants and officials. The International airport in Kraków is about 2 hours from the venue and has links with most major airlines. Estimated attendance based on 80 countries is more than 700. The main competition environment will be Linux, but contestants will be provided with dual-boot computers to enable them to choose between either the Linux or Windows environment.

The President of the Republic of Poland, Aleksander Kwaśniewski, has agreed to act as patron.

8.3 In the absence of Arturo Cepeda (Chairman of IOI 2006), Don Piele took IC members through the details supplied on a CD ROM. Plans are in an advanced stage and arrangements for a successful IOI from 17 to 23 September 2006 in Mexico are well in hand.

8.4 Ivo Separovic – Chairman of IOI 2007 in Croatia delivered a brief report. Support for this IOI has already been received from several sectors. The President of Croatia, Stjepan Mesić, has agreed to be the Patron of IOI 2007 and the City Board of Dubrovnik has approved the hosting of the IOI. The University of Dubrovnik has been selected as the site for IOI. It has adequate facilities for the competition and accommodation. Dates are the last week of September or the first week of October 2007.

## 9.0 Potential future hosts.

Yasser Abdel Ghany, on behalf of Egypt, gave notice of their intention to host IOI 2008 in Alexandria, Egypt. A formal written notice will be submitted to the Executive Director.

**Action: YG**

No other formal notifications have been received.

## 10.0 Report of ISC

A written report from the Chairman, Tom Verhoeff, was tabled in which he expressed several concerns

with progress in arrangements for the competition. It was agreed that communications between the

Scientific Committee and the ISC needed to be opened as a matter of urgency. The Chairman of the host

Scientific Committee agreed to get in touch with Tom Verhoeff.

**Action: SB**

It was agreed that an ISC Review meeting would take place in Athens in June 2004.

**Action: SB**

## 11.0 General

### 11.1 IOI Information systems and mailing lists

It was agreed that a need existed for a database that keeps track of contestants, leaders and Ministry contacts and others was very important. It was agreed that Jyrki Nummenmaa, Chairman of the Technical Working Group would be asked to prepare a detailed brief. Wolfgang Pohl and Krzysztof Diks offered their assistance. Kim Shrijvers was also available to assist. ED to set process in motion.

**Action: LH**

### 11.2 Process for annual performance review of ED.

It was agreed that a sub-committee, consisting of the Chairman of IC (Don Piele) and the two previous Chairmen of IC (Jari Koivisto and Ha-Jine Kimn), would be formed to review the performance and remuneration of the Executive Director. Their recommendations will be submitted to IC at IOI 2004.

**Action: DP**

### 11.3 The purpose of IOI registration fees.

Discussion took place on the purpose of raising funds for IOI. It was agreed that the Funds raised via Registration fees would be focused on developing the IOI community. It was agreed that clear goals and guidelines needed to be established. It was agreed that the responsibility for direction and guidelines etc was the responsibility of IC. General Assembly would be required to approve these. The ED drew attention to the need for a distinction between the funds raised through Registration fees and Sponsored Fundraising. The value of being able to assure a sponsor that the organization was not dependent on their funding for its operational expenses was very valuable and important.

It was agreed that Don Piele would arrange for Training material to be posted on the [www.ioinformatics.org](http://www.ioinformatics.org) site and this would be promoted amongst IOI countries. **Action: DP**

Wolfgang Pohl offered to work on a proposal to arrange a workshop about IOI perspectives. Krzysztof offered his assistance.

**Action: WP**

### 11.4 Translating IOI documents into other languages.

It was agreed that the best way to tackle this issue was to establish a group of volunteers who would translate Agendas, Minutes and other relevant documents. The next Newsletter would announce this and the ED advised that he would ensure that the required documents would be available at least one month before IOI to assist in the process.

**Action: LH**

Wolfgang Pohl would assist by approaching potential individuals in Europe.

**Action: WP**

#### 11.5 When, how and to what audiences to publish minutes.

Minutes of all meetings are a public record once they have been approved. The ED advised that minutes of IC and GA meetings have always been distributed very soon after each meeting. It was noted that certain minutes were not on the IOI Secretariat site and the ED would follow up with Tom Verhoeff.

**Action: LH**

It was also agreed that the most recent minutes of meetings would be posted on the www.ioinformatics site. As each new set became available the old ones would be placed on the Secretariat site.

**Action: DP**

#### 11.6 Conducting GA meetings.

It was agreed that if possible more time would be allowed for discussion at GA meetings. It was also agreed that all voting would take place at the final GA meeting to give time for issues to be discussed informally.

The need for an “informal” GA meeting chaired by an IC member was discussed and it was agreed to schedule this at IOI 2004.

**Action: SB**

#### 11.7 Candidates for IC could be nominated at IOI 2004. The closing date for such nominations will be discussed and approved at the first GA meeting.

**Action: LH**

#### 11.8 It was agreed that nominations for the Recognition Awards would be called for in the next IOI Newsletter. Closing date for nominations would be 31 May 2004 after which they would be circulated to IC members (Confidential) to select the recipients by not later than 30 June 2004. Organising Committee to be advised of the decision to enable them to invite recipient/s and prepare award.

**Action LH/SB**

#### 12.0 Dates of next IC meetings

It was agreed that the next IC meetings would take place in Athens, Greece in September 2004.

#### 13.0 Closure

The Chairman thanked all members for their contribution to the meetings. A special vote of thanks was passed to Spyros and his team for their hospitality and arrangements during this IC and visit to Athens.

There being no further business the meetings of IC was declared closed.