



**Minutes of Officers and Board Meeting
San Francisco, California
November 21, 2005**

Presiding: Larry Meile

Present:

Edward Chen	Janelle Heineke	Paul Mangiameli	Ken Sousa
Shaw Chen	Chris Kydd	Sue Pariseau	Minoo Tehrani
Mark Davis	David Levine	Fariborz Partovi	Doug White
Maling Ebrahimpour	Mike Maggard	Dan Reid	

1. Larry Meile called the meeting to order at 4:05 p.m. A motion to approve the minutes of the March 31, 2005 meeting in Philadelphia was inadvertently not asked for by the president. Therefore they will have to be approved at the next meeting in Puerto Rico.
2. The sequence of the agenda was changed so that we could hear a proposal from the Midwest Region, presented by Jan Hartley, to host a joint regional meeting. Their suggestion was to join together in 2008 and meet in Erie, PA. We indicated that the meeting for 2008 had already been established and that the next open date would be in 2010. Potential locations near the borders of our regions included Erie, Cleveland, and Pittsburgh. Discussion revolved around the problems we have had in the past getting good turnout when we have held meetings in the western part of our region and the financial issues of sharing costs and revenues. The consensus was that there was little advantage to us to host a joint meeting but we would still be open to further suggestions. It was suggested that a poll be taken to see what the people in our region think of the idea.
3. Larry Meile presented the treasurer's report, on behalf of Snehamay Banerjee, who could not make this meeting due to illness. Fariborz Partovi reported the results of the conference in Philadelphia (a \$12,566 surplus) which was greeted with a round of applause. We are now in excellent financial condition and can afford to run some meetings that do not break even. Motion made and passed to accept the report.
4. Minoo Tehrani reported on member services. Letters went out in September to those people who had attended NEDSI for the first time (at least in a while) last spring in Philadelphia. The list is getting updated and the updated list will be provided to Jenn Swanson. New liaisons were designated from different universities. The task of these new liaisons is to ensure at least one paper is sent to the NEDSI meeting. Based on the survey conducted by the National DSI Membership Committee using the National DSI members, the attendance at the NEDSI was increased by 2.82% from 2002 to 2005, higher than all regional conferences with the exception of SWDSI
5. Larry Meile presented the Promotional Activities report on behalf of Ed Arnheiter. Although one publisher – ECCH has already paid their table fee, the number of other exhibitors is likely to be low in Puerto Rico. South-Western will be coming, McGraw-Hill/Irwin is unsure, and Prentice-Hall will

not be exhibiting (they are dropping all regional conferences). Others are being invited but the results are uncertain. Reasons for not attending include relatively low attendance as compared to relatively high cost.

6. Ken Sousa reported on the current conference management system and on potential alternatives in the future. Al Avery has developed a new, Web-based paper submission system. Papers were accepted early on in electronic format (e-mailed Word documents) but in September the system was changed to direct submission of PDF files through the new Web-based CMS. Scheduling and payment tracking will still be done using the old d-Base system.

The current DSI-National CMS has been problematic. It needed manual help for this year's DSI meeting and there is no membership management module yet implemented.

It is Ken's opinion that Al's new system will be effective and recommends that it be used for the 2007 meeting.

Discussion was held as to what we should do for the long run. The problem with Al Avery's system or Scott Samson's Web-based system (which Mark Davis used for the National meeting in Washington, DC) is that if the person running it should no longer be able to do so, we have nothing with which to run our meetings. Janelle Heineke suggested that we look at commercially available systems that are likely to work and have longevity.

Action Item: Ken is to look into what commercial conference scheduling and membership management software exists and report what some representative capabilities and costs are at the meeting in Puerto Rico.

Janelle Heineke, regionally elected DSI VP, reported on the status of DSI's CMS indicating that it is still a work in process.

7. Larry Meile reported, on behalf of Jennifer Swanson, on the upcoming meeting in Puerto Rico. The preliminary budget indicating a small loss may be overly optimistic. It is based on the assumption that 180 people will register. As of the time of this meeting, 120 papers and 5 workshop proposals have been submitted for review. It is important that the board understand that the economics of putting on a meeting in Puerto Rico are very different from 2002.
8. Chris Kydd reported, on behalf of Rhonda Hyde, the plans for the 2007 Annual Meeting in Baltimore. The meeting will be held at the Harborplace Renaissance Hotel, downtown Baltimore. She is looking for a location off-site for the president's reception. The Seaport Museum and Baltimore Aquarium are candidates but quite expensive and may not be possible without a sponsor. She intends to use Al's CMS system and all submissions will be through the Web-based system. She needs track chairs. So far the only two filled are Health Care and International Business.
9. Larry Meile reported, on behalf of Snehamay Banerjee, on site selection for the 2008 Annual Meeting tentatively set for New York City. Snehamay has identified a few small boutique hotels in mid-town Manhattan that have rooms for \$175/night but conference facilities are limited and we will have to rent the breakout rooms and exhibit hall. He wondered if the Board would consider a site just outside of NYC (across the river in NJ, Princeton, etc.). Hoboken was an alternate suggestion. Opinion was that it would not be a draw and encouraged further investigation of downtown. Linking with a school (for meeting space) might be a possibility IF, 1) the hotel was in the immediate vicinity of the meeting rooms and 2) the school was on spring break when our meeting ran. A maximum room rate

of \$225/night was suggested.

10. Larry Meile reported, on behalf of Chris Roethlein, on site selection for the 2009 Annual Meeting. The general location previously suggested was Newport (Goat Island) or Providence in Rhode Island. He has also looked into Foxwoods. Chris indicated that facilities and room rates are good but that access might be a problem. Mohegan Sun was suggested as another candidate.

11. Old Business. None was raised.

12. New Business

A site and a Chair for the 2010 meeting were discussed. Doug White and Minoo Tehrani were suggested as possible chairs. Site selection was left open.

The meeting was adjourned at 5:35.

Respectfully Submitted,

Chris Kydd

Unanimously Approved March 31, 2002 in Puerto Rico.