

**International Association for Travel Behaviour Research – IATBR
Executive Board Meeting**

**Tuesday, January 15, 2018
10:15 AM – 12:00 Noon
Marriott Marquis, Independence A (M4)**



Presiding: Elisabetta Cherchi, Newcastle University

Meeting Minutes

1. Welcome/self-introductions/report from the Chair (Elisabetta)

Board Members Present: Elisabetta Cherchi, Kostas Goulias, Pat Mokhtarian, Matt Roorda, Yusak Susilo, Junyi Zhang, Sebastian Raveau.

Regrets from Abdul Pinjari, who due to his recent move back to India could not attend TRB this year.

Regrets from Charisma Choudhury, who has an overlap with a session. Apology from Ricardo who could not attend the TRB.

About 35 other IATB enthusiasts attended the meeting.

2. Summary of 2018 IATBR conference (Kostas)

There were 278 presentations, 293 registered participants.

The book with the keynote speeches and the workshop report is in progress, and in line with schedule. There is not much progress on the special issues, albeit a proposal with *Transportation Letters* and one with the *Journal of Choice Modelling* are in consideration.

Finances: Approximately USD 25,000 is the money made from the IATBR 2018 conference (after expenses) and this money is ready to be returned to the IATBR account.

The total number of students at IATBR2018 was more than 69 but only 68 took the subsidy. Kostas used also other monies for the students, which is why he used only \$20,000 per the previous agreement with IATBR.

3. 2021 IATBR conference in Chile (Sebastián)

The organization of the next conference proceeding as planned. July is the month planned for the conference, though the exact week is to be decided yet. July is winter in Chile, but the temperatures are comfortable around 22 degrees Celsius.

Conference website is almost ready and will be out soon

A book and a couple of special issues are being planned. There is already a proposal from *Transportation Research Part A*.

Registrations will be around \$600 for early bird, \$800 after, probably slightly more given the increase in the fees. 50% discount is being planned for PhD students. Discussion is on for differentiation in registration fees based on the country of origin to facilitate the participation of colleagues from less developed countries.

4. Results of IATBR poll regarding the Board composition (Elisabetta for Abdul)

A poll was taken via secret ballot from the IATBR membership (during IATBR 2018) for five proposed changes to the Constitution (the changes are in the Appendix of this document). For the proposals to pass, we needed a majority voting, and two-thirds of those voting to be in favor. All the proposed changes passed this requirement. The revised Constitution is now on IATBR website.

	Change 1	Change 2	Change 3	Change 4	Change 5
Voted Yes	176	181	159	170	168
Voted No	5	2	15	8	3
Abstain	7	5	13	9	15
Total votes	188	188	187	187	186
% Yes	94%	96%	85%	91%	90%
% No	3%	1%	8%	4%	2%
% abstain	4%	3%	7%	5%	8%

5. Financial report and bank account of the association (Elisabetta for Abdul)

About USD 5,000 is left in the Nordea account. Total amount left in the PayPal account is \$4226 USD.

USD 25,000 was given as loan to IATBR 2018 conference (of which IATBR invested \$20,000 to subsidize student registrations, and \$5,000 will be returned back to IATBR).

Currently the IATBR treasury is in the Nordea bank in Denmark maintained by Elisabetta.

Options have been explored to setup a stable bank account that can be easily transferred from one treasurer to another. It is being contemplated that an account will be opened in UK.

It appears that IATBR may be setup as an '*unincorporated association*' in UK as it is a voluntary group that does not plan to make profit.

The pros:

- no need to file annual returns.
- there seems to be no need to register with anybody
- It is the structure prescribed for voluntary clubs etc.

The cons:

- it is not a legal entity and is not separate from its members.
- The bank account would be set up in the name of its members. Members or trustees will be liable for any legal issue.
- Therefore, further exploration and discussion is necessary before zooming into this option.

The Board discussed an increase the annual membership fees from \$25 to \$35. With \$5 discount for those who pay for 3 years (i.e., \$100 for 3 years). To do so, we can increase the fees starting from 2019-2020. Therefore, the following membership fees will be returned to IATBR from the 2018 conference registration fees (for each registered attendee): \$25 for 2018-19, \$35 for 2019-2020, and \$35 for 2020-2021. This implies that the IATBR account will receive \$27,835 from memberships plus a return of \$5,000 from the loan (Recall that IATBR invested \$20,000 of the \$25,000 loan to subsidize student registrations). Therefore, a total of \$32,835 will be returned to IATBR.

6. Membership report (Elisabetta for Abdul)

Number of members before IATBR 2018 = 314

Number of people who registered for IATBR 2018 = 293

100 of the 314 former members of IATBR attended IATBR 2018 (and contributed to be members). The remaining 214 members are being sent reminders to renew their registration. Some of them have renewed registration.

7. Other announcements and business

Elisabetta informed that the board is currently discussing a minor redistribution of the tasks among Board members, because the task of the Secretary/Treasurer is a bit demanding at times. It was then discussed to transfer some activities to the vice-chair, whose role so far has been purely representative.

It also mentioned that the Secretary is the key person for the organization, particularly in terms of record-keeping and communications with the members. There is a benefit for the person who is Secretary/Treasurer in handling the communication with the members. Which task to transfer is yet under discussion.

Ram suggested that maybe it could be the right moment to separate the Secretary from the Treasurer. Based on Elisabetta's experience, the Treasurer does not have much work, with the exception of particular moments like when we change bank account, but we hope to solve this problem for good.

Elisabetta made a request for a volunteer to take care of the website. 3 colleagues volunteered, it was agreed to assign the task to Sebastian, who is already in charge of the website of the conference.

Kostas opened the discussion about the size of the association, in his opinion there is room for growing. As in other occasions, pros and cons were discussed. The discussion is adjourned to next meeting.

Kostas opened the discussion about Junyi's proposal of a journal associated with IATBR. Ram suggested that a sub-committee should be organized to discuss pros and cons. Elisabetta informed that this has already been done. She asked 3 senior colleagues with a long-standing active participation in the IATBR organization as well as good experience in Editorial activities to prepare a report with pros and cons. No formal decision has been taken, as there are several aspects need to be considered before the IATBR can decide. The discussion is adjourned to next meeting.

Adjourn

Appendix: Changes to the IATBR Constitution Proposed in IATBR 2018 Poll

A poll was taken via secret ballot from the IATBR membership (during IATBR 2018) for five proposed changes to the constitution. For the proposals to pass, we needed a majority voting, and two-thirds of those voting to be in favor. All the proposed changes passed this requirement.

Change 1: Make automatic the appointment of the international conference organizer to the Board.

AND

Reduce the number of discretionary appointments to the Board from three (which included the conference organizer) **to two**, specified (as is already the case in the Constitution) to be Newsletter editor and Website editor.

Change 2: Specify the term of the conference organizer to coincide with conference periods.

Change 3: Specify six elected ordinary members of the Board, instead of “between four and six”.

AND

Allow three “currently-elected” Board members to be from the same country, *as long as no more than two currently-elected officers are from a single country.*

Change 4: Explicitly give the Board the authority to approve minor deviations from the rules for cause, such as to provide representation for a region of the world that is not covered by the election procedures, or, in the case of a tie, to allow both parties to be elected.

AND

Eliminate the following provision of the Constitution (which is superceded by the new provision):

“Additionally the Executive Board would have the right to co-opt up to three ordinary members for a maximum of two years at a time for specific purposes:

- organisation of an International Conference, or other specific event
- to ensure representation for a region of the world which is not covered by the election procedures.”

Change 5: As shown in the next two pages, accept the minor edits that are not otherwise affected by the proposed changes 1 to 4. Any constitutional text not shown in the document remains unchanged.

SPECIFIC CHANGES TO THE TEXT OF THE CONSTITUTION

COMPOSITION OF THE BOARD

The affairs of the Association shall be managed by the Executive Board ("Board"), comprising:

- three or four currently-elected ex-officio members → chair, vice-chair, secretary, treasurer (counting the secretary/treasurer as one officer, if both positions are held by the same person), referred to as the "officers";
- the immediate past chair as an appointed ex-officio member;
- the international conference organiser as an appointed ex-officio member, if not already an elected member (in the event that the conference has multiple organisers, the organisers may – subject to the approval of the Board – select at most one of those named in their approved proposal to be the ex-officio Board member); and
- six elected ordinary members.

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The composition of the Board should seek to reflect the international character of the Association, and as a minimum shall include one elected member from each of Europe, North America and Asia. No one country shall have more than three elected members on the Board (including the currently-elected officers, but not counting the past chair and the conference organiser if the latter is an appointed member), and at most two of the currently-elected officers (counting the secretary/ treasurer as one officer if both positions are held by the same person) shall be from a single country.

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Except as otherwise specified, membership on the Board shall be by election, based on a secret electronic ballot of all fully paid-up Association members. Additionally, the Board has the authority to approve minor deviations from the rules for cause, such as to provide representation for a region of the world that is not covered by the election procedures, or, in the case of a tie, to allow both parties to be elected.

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The posts of chair and vice-chair shall each run for two years, with the vice-chair automatically taking over the chair; the chair cannot serve consecutive terms.

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- organisation of an International Conference, or other specific event ¶
- to ensure representation for a region of the world which is not covered by the election procedures.

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No individual shall be elected to the Board for more than two consecutive periods; for this purpose the consecutive posts of vice-chair and chair count as one period of office.

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No individual shall serve on the Board in any capacity for more than 10 consecutive years. After 10 years of consecutive service (in any capacity), an individual must rotate off the Board for a minimum period of two years before being eligible for election to the Board again.

The Board may fill a vacancy arising between elections, by appointment of another member

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of the Association until the next election for ordinary or ex-officio members is due to take place.

The posts of secretary and treasurer may be merged and filled by one individual to provide efficiency in record keeping. The Board may choose to fill these two positions with one individual or two individuals in each election cycle.

After considering the abilities and interests of current Board members, if deemed appropriate the Board can appoint additional Board members to serve as:

- Newsletter editor of the Association.
- Website editor of the Association.

The appointment has to be renewed every four years.

ELECTIONS

Elections to the Board shall be held on a two-yearly basis, in accordance with the composition specified in section 4.

All nominations must be submitted to the secretary/treasurer in writing by the date specified.

For all vacancies for which there is more than one candidate, an electronic ballot of members will be held. The minimum period for the ballot will be four weeks.

Election to the Board shall be on the basis of the person(s) recording the highest vote, except that the requirements for international representation (section 4) shall take precedence: in cases where this would affect the outcome or where there is a tied vote, the final decision shall be taken by the Board.

ALTERATIONS TO THE CONSTITUTION

Any proposed alterations shall be submitted in writing (whether physically or by e-mail) to the secretary with the signatures of at least four fully paid-up Association members, no less than four weeks before the meeting at which the proposal is to be discussed, and shall be circulated to members at least two weeks before this meeting.

Members may express views in person at the meeting or in writing and may register their vote in person or by authorised proxy or in writing or in electronic communications to the secretary.

Proposed alterations to the Constitution or the dissolution of the Association shall become operative when approved by at least two-thirds of the votes cast, provided the number of votes cast represents an absolute majority of the fully paid-up members.

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