**ICSP- International Committee on Systematics of Prokaryotes**

**Officers of ICSP**

 Minutes of Internet-meeting 25 April 2019

Action points:

1. Circulate concept minutes of 28 March and 25 April 2019 (LD)
2. Add points to the Glasgow agenda (see minute 5 and 8) (LD/IS)
3. Contact C. Bull regarding the video contest (after 30 April)(LD)
4. Place announcement on website regarding the 2 events in Glasgow (FV/IS/LD)

**Minute 1. Call to order.** The Chair Iain Sutcliffe called the meeting to order at 14:00 BST (London time).

**Minute 2. Record of attendance.** The Members that participated were I. Sutcliffe (Chair), F. Rainey (Vice-Chair), L. Dijkshoorn (Executive Secretary), B. Whitman (Treasurer), F. Venter (Member-at-Large), W.-J. Li (Member-at-Large), D. Brown (Secretary Subcommittees) and. R. Rosselló-Móra (Vice-Chair JC). C. T. Bull (Secretary JC) and D. Arahal (new Chair of the JC) were unable to participate.

Although the new Chair of the JC could not attend, Sutcliffe welcomed him to the EB and expressed renewed optimism regarding fruitful collaboration between the EB and JC.

**Minute 3.** **Minutes of the 28 March 2019 meeting.** Dijkshoorn apologized that she had not circulated the concept minutes to the members of the EB (except to Sutcliffe). These minutes will be sent to the EB together with the minutes of 25 April.

**Minute 4. Matters arising/Action points from previous (28 March) meeting:**

1. Forward 28 February 2019 minutes to ICSP members (LD). Done.
2. Send a message to welcome incoming JC Chair and thank outgoing Chair [IS], Done.
3. Finalize the text of the contest and organize a YouTube Channel and Twitter account (CB/LD). See Minute 8.
4. Inform JC members about the miniplenary in Glasgow and send an update to the ICSP members (LD/IS). Done.
5. Put the announcement of the Open ICSP meeting on the website (Venter). TBC.
6. Forward the previous report of ICSP (from da Costa) to the IUMS to Sutcliffe (LD). Done.
7. Send a reminder to the ICSP members regarding the start of the voting periond (1 April) (LD). Done.
8. Offer FEMS Glasgow meeting room for use in the morning by the Aerobic Bacteroidetes subcommittee [DB]. Done.

**Minute 5. Update on JC.** Rosselló-Móra said there was no news. Once the result of the voting on the new statutes is known (1 May), the EB and JC can discuss how to make progress regarding RfOs and other affairs. It was considered that pending RfOs might be might be combined when issuing Opinions. These matters should also be discussed with the ICSP and JC members, and added to the agenda for Glasgow (IS/LD).

 **Minute 6. Update from IJSEM.** Rainey reported that many proposals to revise the Code have been received recently. Once there is a new editorial board of the ICNP, these can be handled.

**Minute 7. Update on subcommittees.** Brown reported that there were no new matters from the subcommittees.

**Minute 8. Update from the working group on Education & Outreach.** No progress has been made since the previous EB meeting (28 March). It is possible that the intended deadlines (call, video judging and prize issue) may not be met. Dijkshoorn will discuss this with Bull and the EB will likely need to get more people involved to realize the plans. This is a point for the agenda in Glasgow (FEMS 2019).

**Minute 9. Update on the mini-plenary in Glasgow (2019) and/or possible venues for 2020.** Sutcliffe has made an agreement with the hotel for the miniplenary. This is an open meeting for ICSP members, JC members and interested individuals. The announcement will be placed on the website (FV). Dijkshoorn will send a message (update) to all ICSP and JC members and ask who will participate and whether they have points for the agenda.

**Minute 10. Date of next meeting.** This will be 30 May 2019 2:00 p.m. London time.

**Minute 11. AOB**. Venter will not participate in the Glasgow meeting. His co-worker Marike Palmer will be his alternate. Sutcliffe asked permission from the EB to pay the annual bill from Go-to-Meeting (monthly internet meeting of the EB). The EB agreed.

**Minute 12. Adjournment.** The meeting was closed at 13:35 UK time.

*Lenie Dijkshoorn, Executive Secretary, 29 April 2019 with edits from Iain Sutcliffe.*