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

**Officers of ICSP**

Minutes of Internet-meeting 28 February 2019

(complete and redacted minutes are the same)

Action points:

1. Forward 31 January 2019 minutes to ICSP members (LD).
2. Inform the ICSP members regarding extension of the deliberation and voting period regarding the revised statutes (LD/IS).
3. Finalize the text of the contest and organize a YouTube Channel and Twitter account (CB/LD).
4. Inform ICSP members about the miniplenary in Glasgow (LD/IS).

**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 C. T. Bull (Secretary JC). R. Rosselló-Móra (Vice-Chair JC) could not participate and had sent his apologies. B. Tindall (Chair JC) did not participate and had not sent his apologies

**Minute 3.** **Minutes of the 31 January 2019 meeting.** The minutes were approved and will be forwarded to the Members.

**Minute 4. Matters arising/Action points from previous (31 January) meeting.**

1. Dropbox: this is an ongoing task (IS/LD).
2. The approved minutes of meetings up to 3 January 2019 have been forwarded to Members and have also been placed on the ICSP website by F. Venter.
3. M. Trujillo has been informed about the agreement of EB to replace the copyright requirement for authors of IJSEM papers by a licence to publish. She has confirmed she is happy with this decision. Different opinions on Plan S and its consequences are noted to have been published recently.
4. For the request to Members to comment on the proposed new statutes: see Minute 7.
5. A reminder to Members who did not yet respond regarding their attendance at FEMS 2019 has been sent. (NB. As of 10 March 2019, two additional responses have been received (one will attend, one not).
6. I. Sutcliffe is making reservations for a meeting room for a delegate meeting in Glasgow.

**Minute 5. Update on JC .**

C. Bull reported that she and Rosselló-Móra met recently in South-Africa. Together, they wrote a letter to the JC Members regarding the lack of progress of the JC regarding RfOs. They both are willing to go forward and do the work that is necessary. Bull also proposed that she would contact Garrity (JC member) by telephone and, perhaps, in a later phase Tindall to discuss the problems regarding the lack of activity of the JC chair. The EB agreed with these actions and thanked C. Bull (and Rosselló-Móra) for their initiatives.

**Minute 6. Update from IJSEM.** In the absence of Rainey, I. Sutcliffe reported. He had sent letters to George Garrity, Brian Tindall and Charles Parker to thank them for editing the Code. The recent version of the Code is published as a supplement to the January edition (IJSEM 69: S1-S111, doi: [10.1099/ijsem.0.000778](https://dx.doi.org/10.1099/ijsem.0.000778)).

The Chair formally thanked F. Rainey and the staff of MS who have also worked hard to enable the completion of this work.

**Minute 7. Statutes revision – deadline for comments will be extended end March.** Email notification to ICSP members regarding the publication of the proposed revision to the Statutes was made relatively late (19 Feb 2019). However the online publication date, which started the 90 day deliberation period, was 6 December and the publication of the proposals has been noted in previous EB Minutes. The deliberation period (from 6th December) should run up to 10 March, with a voting deadline of 9 April. Taking into account the fact that the members had been notified relatively late, it was decided that the consultation period should be extended to the end of March and that the ICSP members should be reminded of the publication of the proposal and notified that the 30 days voting period would open on the 1st April and end 30 April 2019. The publication would be attached.

**Minute 8.Update from the subcommittees.** D. Brown reported. The subcommittee on the taxonomy of Rhizobia has produced minimal standards. This committee has done a good job integrating phenotypic characters with the genome-based classification. The Mollicutes subcommittee has just published their most recent Meeting Minutes.

**Minute 9. Update from the working group on Education & Outreach.** Bull and Dijkshoorn are in the process of finalizing the text of the video production contest. C. Bull stated that there should be transparency regarding the judging of the video submissions to avoid a conflict of interest. Dijkshoorn and Bull will work on the details and finalize the text of the call (flyer) asap. The call for videos can be placed on the ICSP website as a pdf file (with help from F. Venter). Several dates are important: 1. Finalization of the call, publication and spread of the call (end March), 2. Deadline of the submission of videos (end May), 3. Judging of the submitted videos (end June ), 4. Announcement of the winners (e.g. at FEMS). C. Bull will make a twitter account. There is also need for a YouTube channel. F. Venter and C. Bull will be on the accounts.

**Minute 9. Update on the mini-plenary in Glasgow (2019) and/or possible venues for 2020.** The Chair is working on the reservation of a meeting room for the ICSP (mini-) plenary meeting. It will be in the Crown Plaza hotel next to conference center because the latter is fully booked. The meeting will be on Wednesday 10 July in the afternoon from 12:00-5:30 p.m. including lunch. B. Whitman (treasurer) said that the account of ICSP was sufficient to cover the expenses (room and lunch). A quick announcement will be made to the ICSP members.

**Minute 11. Date of next meeting.** This will be 28 March 2019 2:00 p.m. London time.

**Minute 12. AOB**. I. Sutcliffe mentioned that a full plenary will be held in 2020. No decision was made yet on the location and the meeting it would be held with. During the full plenary the Van Niel prize will be issued. Members are encouraged to consider nominees and a call for nominations will be put on the Glasgow agenda.

**Minute 10. Adjournment.** The meeting was closed at 15:09 UK time.

*Lenie Dijkshoorn, Executive Secretary with edits from Iain Sutcliffe and Barny Whitman, 1 April 2019*