



## Execute Committee (Conference) Meeting Minutes

Location: Skype  
Date: 08 May 2014  
Present: Dana Burduja (President), Jacob Hofdijk, Janette Green, Brian McCarthy (Secretary), Jeff Hatcher, Kristiina Kahur, Olafr Stenium, Jean-Marie Rodrigues.  
Apologies: Jugna Shah (Vice President)

The agenda for this meeting was

1. Doha Conference
2. AOB

### **1. Doha Conference**

This conference call was established to look at the current situation with the DOHA conference. Dana reported that due to a number of factors, the website for the conference has been delayed. The current plan, as outlined by the LOC, is to have the website available on 25/05/2014 which is considered to be too late. Dana also reported that there will be a further two weeks before the financial part of the website is available (this is needed for registration).

The EC were asked to look at alternatives to the website in the short term.

It was decided that the timetable between now and the conference should be changed to reflect the delay in the website. For example, the early bird timetable should be moved to later in the year. It was decided to change the PCSI website to allow participants to register and to start to submit abstracts to the system. It was also decided to send an email to the PCSI list on the conference announcing the conference, the abstract system and the change to the PCSI website. Finally, it was decided that the LOC should be told of these developments.

The following actions were decided.

*ACTION: KK was asked to review the current timeline for the conference and move the dates forward to take account of the delay in the website.*

*ACTION: BMC to change the PCSI website and add in the detail for the conference. This detail will include a registration form and a link for the abstract submission site.*

*ACTION: BMC to send an email to PCSI membership on the conference.*

*ACTION: DB to contact Hussein and let him and the LOC know about these decisions.*

## **2. AOB**

JG asked if there are any details on the proposed airfare discount and if we could give this to anyone who asked. It was felt that we should wait until there is an announcement on this from the LOC before we make any announcement on this.

JG indicated that she has invited people to join the scientific committee.