

InFIRE Executive Committee meeting minutes, New Westminster, Vancouver, Sunday, 13 May 2007

The Executive Committee meeting began at 10am at the Executive Plaza Hotel, Coquitlam.

Attendees: Mats Bornström, Chris Dahms, Elizabeth Hides, Laura Logan, Sue Marsh, Diana Robison, Brad Robison, Gwen Schagrin, Susan Walker

Conference at JIBC (Justice Institute of British Columbia)

InFIRE bank account has about \$6,300. Susan Walker will transfer the conference registration into the account from PayPal after the conference. The registration fees will cover the hotel fees. InFIRE will also cover the bus tour, speaker for the paddleboat cruise, speaker gifts and the opening reception at the hotel at 6.30pm this evening.

The conference dinner will be held in the Ankha Room at 6pm in the hotel. A vote of thanks for Glenda Bentley (who works with Susan) for her efforts in organizing the venue and facilities. Moved: Gwen Schagrin. Seconded: Laura Logan.

Transport to JIBC each morning could be by shuttle bus – be ready at 7.40am or by private car as some delegates had hire vehicles.

General Business

Sue Marsh will become the next chair of inFIRE.

Next conference venues: 2008 hosted by Safety Engineering Laboratories in Detroit (Laura Logan). 2009 may be hosted by New Zealand Fire Service.

Discussion on ideas for attracting new attendees to the conference. Susan Walker spoke about sending out blast emails that had been graphically designed.

Registration fees are waived for the next inFIRE conference if you hosted a inFIRE conference. It was suggested to waive registration fees for first time attendees to encourage greater member participation. Discussion on the eligibility of this reduction – length of membership, organization had not previously attended. Diana Robison asked if we could do more for those who have not previously attended. Ask them what do they want from the workshop and inFIRE in general. Other suggestions such as having some presentations on video.

The format of proceedings was raised. Most speakers do not have written papers anymore. Can load up abstracts, biography and PowerPoint presentations. Also can include the daily note taking – try and include these notes within a month of the conference, so by 1 July 2007.

Assignments for note-takers and moderators where drawn up

Moderators are Laura (Monday), Chris (Tuesday), and Mats (Wednesday). Note-takers are Sue (Monday), Gwen (Tuesday), Diana (Wednesday) and Susan (Thursday).

Emeritus Membership

Look at criteria – lasting / significant contribution to inFIRE and voted on by the Executive Committee. Gwen Schagrin is working on the policy. Plan to bestow this on Nina McPherson who recently retired from Metropolitan Fire Brigades Board in Melbourne Australia. Elizabeth to talk with Jo Todd (MFBB) to get someone from MFBB to present award to Nina and take photos.

Executive Committee tenure

Tenure used to be 3 years. All current members will stay on the Committee. Need to check the By-laws – can continue with 50% of the previous committee.
Do need to re-visit the By-laws – perhaps revise by email.

Project Proposal Grants

Mats raised a proposal from our French colleagues. This will be discussed at our Business Meeting. Look at the results of the inFIRE survey. Mats will look at the European view and Susan will look at the North American view. Problems with potential library closures.

2008 Conference

Ideas for speakers: Ann Arbor, Security of Stadiums, hybrid cars, long range planning.

Business meeting agenda

Reports from committee members

Treasurer's report (not given or I didn't write it down)

Membership coordinator Elizabeth reported we have a few new members.

Cheryl Simonsen is the Librarian at the Ernest A. Emerson Fire Protection Research Library which is part of the Texas Commission on Fire Protection in Austin, Texas.

Tora Kristiansen is the Librarian at The Library of Fire Safety Engineering at Lund University, Lund, Sweden.

Meredith Day and Linda Scott. They are both with the Alberta Government Library. Meredith is at the Labour Building Site and circulates the Fire Prevention videos and Linda is at the Commerce Place Site and supports the electronic and print information needs of the Alberta Fire Commissioner.

Member profiles: Laura reported she needed obtain electronic copies of profiles from Cheryl Simonsen and Wendy Wise to upload on the website. Elizabeth to forward. Problem with Denmark profile.

Accessions list –Chris reported that the accessions list, discards / freebies is working well.

Brochure – no news

Listserv (no report/no changes as Mike was unable to attend but he is still monitoring it)

Next meeting location

Meeting closed at 12 noon.