

**TERMIS Board Meeting**  
Shanghai International Convention Center  
Saturday, October 22, 2005  
11:00AM

**Attendees:** Anthony Atala, Stephen Badylak, Jöns Hilborn, Jeffrey Hubbell, Hai Bang Lee, Mona Marei, Antonios Mikos, Robert Nerem, Teruo Okano, Yasuhiko Tabata, Joseph Vacanti, David Williams

**Conference Call:** Ivan Martin, David Smith

**Other:** Sarah Wilburn

The Board Meeting came to order at 11:05AM. The meeting began with Dr. Russell thanking everyone for attending.

Dr. Russell explained that the purpose of the meeting was to give final consideration to and act on the draft Bylaws for the Society, elect a Secretary and a Treasurer for the Society according to those Bylaws, and attend to other organizational and operational issues necessary to formally launch the Society as soon as possible following the meeting.

**Secretary**

Dr. Russell excused David Smith from the meeting. The motion to appoint David Smith as the Secretary of TERMIS for a term of three years was moved, duly seconded, all voting in favor. Mr. Smith then rejoined the meeting.

**Treasurer**

The Treasurer for TERMIS should be someone from Europe. Two names suggested were Nick Rhodes and Mike Raxworthy. David Williams will contact both to see if they are interested in becoming the Treasurer of the Society.

**Members-At-Large**

The duties of the Members-At-Large were reviewed. Each Member-At-Large will serve a term of three (3) years, with the terms being staggered to provide continuity. Each Member-At-Large chose at random the number of years they will serve: Asia-Pacific: Yasuhiko Tabata – 2 years; Europe: James Kirkpatrick – 2 years; North America: Stephen Badylak – 3 years; Globally: Jeffrey Hubbell – 4 years; Emerging Countries: Mona Marei – 3 years. Alan will designate each Member-At-Large to oversee the activities of the Society, i.e., Publications Coordinator (Journal Interface) – Stephen Badylak, Membership Coordinator, Website, Marketing (logo), Meeting Endorsements, Industry Involvement and the Newsletter.

**Continental Chapter-Councils**

The Continental Council Chapters are composed of the Continental Chair, Continental Chair-Elect and at least seven (7) members. Each Council Member will serve for a period of three (3) years. All members of the Continental Councils are founding members of TERMIS. Alan encouraged all Continental Chairs of the importance of expanding the makeup of the Council Members by adding representatives from industry and women. There is no limit to the number of Council Members.

The Asian-Pacific Council is composed of the Presidents of the Asian Societies; European is comprised of the leadership of ETES; North American currently has no structure in place (to be determined at the Council Meeting on October 24<sup>th</sup>).

## **Finances**

Currently, a web based bank account has been setup for TERMIS based in California. Each Chapter has the opportunity to establish its own bank account. The Councils are to determine where the bank accounts will be opened; when will the accounts be opened and who will be the signatories for the bank accounts. One Member of the Council is to be chosen to serve as the Council Treasurer. The Council Treasurer will provide regular financial reports to the Treasurer of TERMIS.

## **Annual Meetings**

The Continental Councils for each region are to determine possible locations of the regional meetings for 2007, 2008, 2010 and 2011. The Councils need to coordinate their meetings amongst all regions to avoid overlapping. Alan noted that prior commitments amongst the regions may take precedents with the scheduling of the regional meetings. The Councils are to report at the October 24<sup>th</sup> Board Meeting where meetings may be held. No regional meetings are to be held the year of the World Congress Meeting.

## **Committees of the Governing Board**

The Executive Committee is composed of the President (Chair), President-Elect, Continental Chairs, Immediate Past President, Secretary and Treasurer. The Executive Committees roles are to manage the day-to-day activities of the Society, put forward a budget/manage finances and to meet regularly to discuss TERMIS activities.

The Immediate Past President will serve as the Chair of the Nominating Committee. Members of the Governing Board are not to be nominees in the election. A member of the Nominating Committee cannot be in office while serving on the Committee. Each Council is to suggest 2-3 people they recommend to serve as a member on the Nominating Committee. It was suggested that the members not be all males and not all from academia.

The Meeting Committee is chaired by the World Congress Chair and consists of the chairs of each Continental Chapter's current and immediate past annual meetings. The first World Congress Meeting of TERMIS will be held in Korea. Hai Bang Lee was asked to choose a World Congress Meeting Chair during the Asian-Pacific Continental Council Meeting.

## **Emerging Countries**

All Governing Board Members agreed that it is important to recognize colleagues from the Emerging Countries. The Board will designate the countries classified under Emerging Countries. Currently, the membership numbers within the Emerging Countries is low. The motion to provide free membership to those individuals represented within the Emerging Countries was moved, duly seconded, all in favor.

Annual Meetings are required to have approximately one percent of members from Emerging Countries to be provided with travel scholarships. The Continental Councils need to determine the mechanism for how the travel scholarships will be awarded.

## **Membership**

The Board identified two classes of membership: Regular \$100; Student \$25. The membership fees to TERMIS will be available for collection throughout the year for individuals interested in becoming members of the Society. In addition, membership fees can be collected through the World Congress or regional Annual Meetings, i.e., the meeting site will pay TERMIS \$100 for every Regular registration and \$25 for every student registration received. It is the intention of the Governing Board that the Councils may propose a flat fee in kind to TERMIS. If the membership fees are collected through the World Congress and regional Annual Meetings, a system needs to be created so individuals who attend several meetings do not pay double the membership.

A separate agreement for the payment of membership dues may have to be created for the Asian-Pacific region. Japanese members are not required to pay a registration fee to attend meetings.

The Continental Councils are to discuss this matter further at their meetings on October 23<sup>rd</sup>.

#### **Student Chapter of TERMIS**

Alan noted that Tiffany Sellaro is implementing a TERMIS student chapter. Alan encouraged the Chairs of the Continental Councils to include a student from each respective region as a member of the Council. The student should be a full participating member of the Council – voting rights.

#### **Terms of Office for the President and President Elect**

It was decided that Alan's term as President will end on December 31, 2007. Jöns' term will end on December 31, 2009.

#### **By-Laws**

The motion to approve the by-laws as written with the changes in the President and President-Elect terms was moved, duly seconded, all voting in favor.

#### **International Registry for Patient Trials and Products**

Joseph Vacanti encouraged the Board to create a database that includes patient trials and products within each region. The Continental Councils are to discuss this matter further to decide on a structure and to appoint a database coordinator from each region.

The motion to adjourn was moved, duly seconded, all voting in favor.

The meeting ended at 12:45PM.

Respectfully submitted,

---

David Smith  
Secretary