

CONFIDENTIAL TO COUNCIL

MEETING OF ISPRS COUNCIL AIT, BANGKOK, Thailand, 22 - 24, May 2001

Attendees

President	John Trinder (JT)
Secretary General	Ian Dowman (ID)
First Vice President	Lawrence Fritz (LF)
Second Vice President	Gerard Begni (GB)
Congress Director	Orhan Altan (OA)
Treasurer	Ammatzia Peled (AP)

AGENDA

1. Opening (JT)
2. Approval of Agenda (JT)
3. Review of previous Council Meetings in Albuquerque (JT/ID)
4. Exchange of views from Council. (Council)
A brain-storming session about the role of the Council, the contributions that each member can make and perceived innovations and developments that should be made in the next 4 years.
5. Policy Matters (JT)
 - 5.1 Registration of ISPRS
 - Procedures
 - Change of Statutes
 - Signatures to be registered
 - 5.2 Strategy Plan actions (JT/LF)
 - ISPRS Foundation
 - 5.3 IPAC & ISAC (JT)
 - 5.4 Task Force – Remote Sensing for International Policies and Treaties (JT)
 - 5.5 ICORSE
6. Review of Technical Commissions (ID)
 - 6.1 Symposium dates
 - 6.2 Contracts
 - 6.3 Proceedings/abstracts/papers on line
 - 6.4 Meetings
 - 6.5 Comments from ISAC
7. Congress Plans (OA)
8. Reports from Council (All)

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9. ISPRS Membership (ID)
 - 9.1 Report on status of Ordinary, Associate, Sustaining and Regional Members
 - 9.2 Category of Associate Members
 - 9.3 Sustaining Member fees
 - 9.4 Promotion of Regional Members
 - 9.5 Actions on defaulting Members
10. ISPRS Publications (ID)
 - 10.1 Silver Book
 - 10.2 Blue Book
 - 10.3 ISPRS Bulletin, including Calendar, Editorials
 - 10.4 Brochure
 - 10.5 Home Page
 - 10.6 Archives
 - 10.7 Orange Book
 - 10.8 Journal
11. Financial Affairs (AP)
12. Relations with International and other Organisations
 - 12.1 CEOS
 - WGCV
 - WGISS
 - WGEEd
 - IGOS
 - Disasters
 - 12.2 COPUOS
 - 12.3 ICSU
 - 12.4 UATI
 - 12.5 IAF
 - 12.6 CIPA
 - 12.7 ISO - Qualifications
 - 12.8 OGC
 - 12.9 OICC
 - 12.10 ISU
 - 12.11 IHO
13. Review of Actions on Council
14. Other Business
15. Next Council Meeting
16. Close

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MINUTES

1. Introduction

JT welcomed members of Council and thanked everybody for coming. He also thanked Shunji Murai and the Japanese Society for organising and sponsoring the meeting. He then reviewed the main items to be covered.

2. The agenda was revised to add minor items. The revised agenda is that given above.

3. Minutes of previous meetings

ID reported that Marcio Barbosa (MB) had requested a clarification to minute 6.2 of the Incoming/outgoing CM in Amsterdam. MB did not intend to suggest that there was any conflict with the bylaws, or that the bylaws be revised.

Minute 10.1 (last sentence) from Albuquerque was amended to read: 'It was estimated that at the beginning of the series about 2 books per annum could be published.'

4. Exchange of views

Each member of Council described their history of involvement with ISPRS and outlined the issues which they thought were important and needed attention of Council. These issues were then discussed. The main items and conclusions on them were as follows:

Communications with TCPs and Ordinary Members

It was the general view that Council communications with TCPs could be improved. Some suggestions as to how this could be done were as follows:

Hold an extended JM with TCPs after congress;

TCPs bring proposed WG ToRs to Congress;

TCPs elected by postal vote before the Congress;

Allocate more time More time should be allocated at the Congress for

Council and TCPs to meet;

Council hold briefing session for bidders before Congress;

TCPs should communicate more with Commission Correspondents (CCs)

and

with Ordinary Members (OdMs); CCs could contribute to annual report.

It was decided to take the following actions:

ACTION 01/71 An item on communication with TCPs to be included on the agenda for the next JM based on a discussion paper. ID

ACTION 01/72 Prepare guidelines for communications between TCPs, CCs and Ordinary members. ID

ACTION 01/73 President to write annual report letter to OdMs. JT

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Council Communications

It was not thought desirable for Council to meet more often, however use should be made of teleconferencing if appropriate.

Structure of Commissions

Council recognised that there was a view amongst some individuals in ISPRS that the commission structure should be overhauled. Council were of the view that a major change was not necessary. The present structure allows flexibility and there was no harm in having overlaps between commissions. Comments from ISAC had been generally favourable to the current structure and ToRs. However, TCPs should be consulted on this.

ACTION 01/74 An item on commission structure to be included on the agenda for the next JM. ID

Headquarters

Council reaffirmed its view that a permanent office was not appropriate at present but that SG should appoint an assistant who is able to carry out routine business independently of the SG. It was confirmed that funds were available in the budget for this and that SG should employ a suitable person as soon as possible.

Publicity

ISPRS should have a mechanism to publicise its activities. A mailing list of journals should be set up and maintained to distribute press releases.

Luigi Mussio should be asked to undertake this task.

ACTION 01/75 Invite Luigi Mussio to set up distribution list for press releases. ID

It was also suggested that ISPRS could raise its profile by appropriate publicity mechanisms. One example, is to produce a season's greeting card including a photo of Council taken during the Council Meeting in London.

Sponsorship

Council discussed the use of ISPRS funds to assist people from developing countries to attend seminars and workshops. It was agreed that this was highly desirable. LF noted that ISPRS has money from UN that could be used for this purpose. There is also the opportunity to allocate funds under the 'Directives For Financial Support Of New ISPRS Initiatives' and the ISPRS Foundation was being planned (see 5.2).

ACTION 01/76 Remind TCPs of special initiative funding and put note into Highlights ID

ACTION 01/77 Follow up ISPRS sponsorship of speakers with UN JT

Economic and environmental issues relating to photogrammetry, remote sensing and spatial information sciences

ISPRS could play a role in addressing such issues as the cost effectiveness of RS and in supporting the role of RS in developing environmental agreements. There is a problem of finding someone who was suitable and willing to undertake this task. A joint activity with

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other organisations was possible, for example, EARSeL. IPAC should be asked to advise on this. Council also noted the report from the workshop in Seville (see 5.4).

ACTION 01/78 IPAC to consider how to develop an ISPRS interest in economic issues.

ID/RH

Other issues mentioned but not discussed in detail:

Publications - book series/special publications; importance of strategic plan; appointment of marketing manager, co-operation with international societies; more involvement of industry; strengthening of ISPRS in areas of GIS and RS; improve public recognition of ISPRS; strengthen financial position; involve more individuals in ISPRS affairs through more committees (awards, secretariat, reporting); transfer of office; role of ISAC.

5. Policy Matters

5.1 Registration of ISPRS

JT reported on his discussions with various organisations and individuals concerning registration and that he had concluded that the best place for registration was in Switzerland. He will organise the registration with the assistance of through the Swiss Topographic Service in Wabern bei Bern, which will be the permanent address of ISPRS for the purposes on registration.. Paper CMBang5.1 sets out changes necessary to the Bylaws.

Council agreed that changes in the Bylaws be put to the members of the GA for approval. This would be done by normal mail and electronic mail.

Council approved President and Secretary General as signatories for the registration.

ACTION 01/79 ID to send to OdMs a letter from President concerning change of Bylaws and a ballot paper to be returned by 31st August. JT, ID

5.2 Strategic plan

LF reported on achievements so far. It was noted that recurring actions should be included in the Action List.

Some items will be discussed with TCPs at next JM.

ACTION 01/80 Update actions from strategic plan on Council/TCP Action list ID

Matrix: Council reviewed the matrix presented by LF. Use of the official ISPRS key words would help ease of use. This should be discussed to TCPs at JM in September.

ACTION 01/81 Simplify key words in matrix and send to TCPs for revision. JT

ACTION 01/82 All Council to complete the Regional Member matrix within their area of responsibility before JM. All

ACTION 01/83 Present matrix at Joint Board JT/ID

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ISPRS Foundation LF introduced draft bylaws. Discussion centred on composition of the Board of Trustees. It was agreed that the composition should be 6 Council, 6 appointed by Council, (ratified by GA), from 'members' or individuals associated with ISPRS, to reflect region, gender, sector (public, private, academic). It was also necessary to revise bylaws to distinguish between payment of trustees and operating costs. It was agreed that the Financial Commission can provide the annual audit.

ACTION 01/84 Revise draft bylaws for Council review and develop operating plan before next CM. LF

It was noted that donations of \$100,000 plus were expected, but a critical mass had to be reached before money could be distributed. Council need to decide how to ramp up activity and when a marketing manager should be appointed.

The next step requires Council to approve Bylaws (GA had approved the Strategic plan), but the registration of ISPRS must be completed before any further progress can be made. ISPRS will require a marketing manager - but there is the need to find funds to support him/her.

The proposed launch date is the March 2002 CM and then promoted at the ICORSE and ISPRS Symposia in 2002.

5.3 IPAC and ISAC

ToRs were reviewed and approved.

It was noted that the procedures for consulting ISAC need to be reviewed so that comments and suggestions can be received in future at an appropriate time, particularly in relation to resolutions at GA and ToRs of Working Groups.

ACTION 01/85 Draft guidelines for soliciting resolutions to include consultation of ISAC for discussion at next CM. ID

5.4 Task forces

JT had been unsuccessful in finding a person to lead the task force on International Policies and Treaties. GB is setting up a group for EARSeL on this topic and he agreed to act as point of contact for ISPRS.

ACTION 01/86 GB to report to Council on International Policies and Treaties GB

It was suggested that session(s) on this topic be held at appropriate Symposia in 2002.

ACTION 01/87 Consider sessions on International Policies and Treaties at Congress and Symposia OA/TCPs

LF tabled a report on 'The contribution of space systems to the development and implementation of multilateral environmental agreement' from a Workshop on

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International Space Cooperation in Seville. It was agreed that this contained valuable information and that LF would condense the report for Highlights.

ACTION 01/88 Prepare report on AIAA workshop for Highlights

LF

5.5 ICORSE.

The ICORSE 2002 conference will be held in Buenos Aires in March/April. This is in the same year as Commission VII Symposium, which is contrary to the MoA signed between ICORSE and ISPRS. This MoA requires ICORSE to organise its meetings in the odd number years. This issue must be discussed with ICORSE executive. At the request of ICORSE, Council agreed that it would plan several ISPRS joint sessions. It was suggested that one of these sessions could cover international treaties, GB to be point of contact for this topic.

ACTION 01/89 Maintain contact with ICORSE and co-ordinate with JT and GB over organisation of sessions.

LF

6. Review of Technical Commissions

6.1 Symposium dates

The dates given in CMBang6.1 were reviewed and approved. It was noted that the dates in the contract for Commission I Symposium are in error, and hence the contract should be amended. The final dates are as follows:

July 9-12	Ottawa	Comm IV Symposium
Aug 20-23	Xian	Comm II Symposium
Sept 3-6	Corfu	Comm V Symposium
Sept 9-13	Graz	Comm III Symposium
Sept 16-20	Sao Jose dos Campos	Comm VI Symposium
Nov 11-15	Denver	Comm I Symposium
Dec 2-7	Hyderabad	Comm VII Symposium

Council attendance was expected as follows:

JT, ID, LF and OA: all.

GB: VI, VII,

AP: II, IV, V, III, VII

6.2 Contracts.

The situation regarding signing of contracts for the symposia is as follows:

Comm I signed

Comm II Mr Bai Bo working on this

Comm III In progress*

Comm IV In progress

Comm V In progress*

Comm VI Under way

Comm VII The requirement for insurance is a problem for the organisers, but it is being pursued.

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*Established after the Council meeting.

ACTION 01/90 TCPs and Ordinary Members to complete contracts by end of June. ID

6.3 Proceedings/abstracts/papers on line

Council considered a proposal from EB to put all abstracts and papers from Symposia on the ISPRS website, (Paper CMBang6.3). This proposal was considered together with TCP plans for producing Archives for the symposia and their comments on EB proposals.

Council agreed that a central archive on the web was a good idea, subject to further discussion with the Webmaster and TCPs on the practical issues of providing material in the right format and with suitable browse and search tools being available. The central archive would be restricted to final presented papers. TCPs are encouraged to put abstracts on their Commission/Symposium web site prior to the symposium.

Council confirmed the policy of producing a minimum of 50 hardcopy Archives for Congress and 10 for Symposia, and leaving TCPs to decide on whether to produce a CD, (see also item 10.6). Council also agreed:

- a. That Guidelines for Authors must be rewritten to assure search by keyword and author on the CD-ROM version..
- b. To standardise the CD cover design;
- c. To place the ISPRS keywords on the web; and
- d. On the correct name of the Archives in French and German.

ACTION 01/91 Conduct further discussions on guidelines for publications with Webmaster and TCPs and consider further at JM. ID

6.4 Commission meetings

TCPs should be reminded of the need to ensure that all meetings were included on the Calendar and that space was available in Highlights for announcements of meetings. Reports should be prepared for Highlights after the meetings. See also Orange Book (10.7).

6.5 Comments from ISAC

The comments from ISAC members were reviewed and some ToRs were changed. Those TCPs which had not already commented would be asked to do so on certain points.

ACTION 01/92 Revise ToRs and inform TCPs, asking for comments. ID

Council expressed their appreciation of the work of the ISAC members.

ACTION 01/93 Thank ISAC members for their comments. ID

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7. Congress

OA reported that the contract had been negotiated and signed. Preparation of the technical programme and exhibition were under way. 40,000 copies of poster are prepared and are being distributed

The opening session will centre on cultural aspects rather than technical. JT noted that Council expects a technical keynote speaker as part of the opening. OA noted that a special planary session for keynote speakers could be arranged. GITC will co-operate in some aspects such as daily newsletter.

Promotional items are being considered (stamps, T shirts etc).

It was necessary to ensure maximum discussion between TCPs and conference organisers, both in planning the programme (at the JM in December 2002) and in planning the sessions after abstracts had been received. OA should prepare a discussion paper for TCPs in advance of the JM in London.

ACTION 01/94 Prepare plan for preparing technical programme, for JM, Sept 2001 OA

8. Reports from Council

Written reports were received from JT, LF, ID.

An oral report was given by AP. (see also item 11.)

AP had produced maps of membership for the website

AP had also obtained a credit card but will need a special arrangement to issue cheques.

OA had attended a meeting of Bulgarian Society in Sofia and the retirement event of Prof Albertz in Berlin.

9. Membership

9.1 ID reported that there was no change in the number of Ordinary, Associate or Regional Members, although the Associate Member in Thailand, the National Research Council had resigned and an application from a replacement member was awaited. An application for Associate membership (Cat 1) had been received from LAPAN in Indonesia. This was approved by Council

NASA had been admitted as a Sustaining Member (Cat A), and Council approved the application of Aerosysteme of Germany (Cat C). Galileo Siscam and SDS were eliminated because on unpaid subscriptions.

9.2 It was decided that Associate Members should be informed of the new Bylaws relating to Categories of Associate Memberships and advised of the Category to which they belong. They should be asked to confirm this Category or nominate what they believe is the correct Category. Arrears in subscriptions should be paid at the new rate.

ACTION 01/95 Write to Associate members regarding their Category. ID

9.3 The decision of the Albuquerque CM to increase Sustaining Member dues was confirmed, but ratification should be sought from GA, by postal vote.

ACTION 01/96 Distribute postal vote for increase in Sustaining Member dues. ID

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9.4 Promotion of regional activities by members.

After discussion on this issue it was decided to write to Regional Members and encourage them to work with ISPRS in the following ways:

- Organise a session at locally organised meetings.
- Send representatives to regional conferences.
- Consider collaboration with relevant ISPRS WGs.

ACTION 01/97 Regional representatives on Council to contact members to offer support and to determine if ISPRS can assist them in their activities.

OACT, AARSE, CILS: GB
SELPER, PAIGH: LF
OEEPE, EARSEL: ID
AARS, SOPAC: JT

9.5 Defaulting members

The list of defaulting members was reviewed and an action list drawn up for Council Members.

ACTION 01/98 Contact defaulting members.

JT, ID, LF, OA

10. Publications

10.1 Silver Book

The new Silver Book has been printed and distributed. There is a problem with printing the logo on coloured backgrounds. Tuan-chih Chen to be asked produce more suitable versions for different applications, particularly for printing in black and white, which shows star, distinctly displays motto and displays well in colour on various backgrounds.

ACTION 01/99 Invite Tuan-chih Chen to review logo.

OA

ID should use standard cover for Silver, Blue and Orange Books. Alternative formats for Silver Book, such as a CD-ROM should be considered. Amendments to Silver Book, such as inclusion of ISAC and IPAC should be put on the web and a new version should be distributed on a CD.

ACTION 01/100 Develop a standard format for cover for ISPRS publications

ID

10.2 Blue Book/database

Council reviewed proposals for the data base and authorised ID to continue with a number of changes which were proposed.

10.3 ISPRS Highlights

The long term plan for Highlights was reviewed and the following suggestions were made:

- A greater variety of images for the front cover is needed.
- LF would prepare a report on the meeting in Spain on 'The Development and Implementation of Multilateral Environmental Agreements'

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JT would prepare a statement on the ICSU grant application.
GB would prepare an article on studies on Land Cover in the Mediterranean region
TCPs should be reminded to submit announcements and reports of meetings.

10.4 Brochure

This should be distributed with the Blue Book

10.5 Home Page

Generally being looked after very well, but should be kept under review.

10.6 Archives

Council agreed that RICS should continue to distribute the Archives which they hold from a reduced stock with no return to ISPRS. The surplus stock should be donated to organisations in developing countries which could make good use of them. Council approved a sum of SwF2000 to cover distribution costs. LF to provide ID with address list of African libraries holding relevant Society publications.

ACTION 101/01 Investigate ways of distributing surplus volumes. ID

The contract with GITC was reviewed and approved for future distribution of Archives.

ACTION 102/01 Conclude contract with GITC ID

10.7 Orange Book

The need for revisions to the Orange Book were identified.

ACTION 103/01 Revise Orange Book, including Appendices B2 and B3 (OA) ID/OA

10.8 Journal

EB had reported to JT that there was additional pressure from Elsevier for EB to carry out editing tasks, including all English editing. EB proposes employing an associate editor, but Elsevier have not yet approved this additional expense.

ACTION 104/01 Prepare case to employ associate editor for the Journal EB/JT

11. Finance

AP explained in detail the Financial Report, which had been previously circulated. The Lugano account had now been closed.

Council discussed ISPRS investments and AP suggested that too much (20%) was invested in the Strategy Fund and that this should only be 10%. Council agreed that AP should look further into this and he was given authority to adjust balance of investments after consultation with President.

Council approved the report.

ACTION 105/01 Seek advice on investments and adjust as necessary AP

AP reported on interactions with Susan Pugh (financial advisor). He felt that it was not helpful to have assistance in Canada, and that required advice was more readily available

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nearer home. He proposed that Susan's services be dispensed with and funds be made available for advice in Israel. Council agreed with this proposal.

ACTION 106/01 Terminate contract with Susan Pugh.

JT

The fiscal year now runs from April to March, AP suggested that it would be better if we used a calendar year or October to September (Congress to Congress). Council did not see any need for change at present but this could be discussed further in the future.

The budget was discussed. It would be clearer if more sub headings were used, there should also be a heading for contingencies. It was considered that there was insufficient provision for running the HQ.

ACTION 107/01 Revise budget

AP

AP asked if we should include funds for sponsorship of scientific initiatives. It was noted that no applications had been received this year from TCPs. There was however an application from ISU to support a student project. Council was sympathetic to this but need more information.

ACTION 108/01 Remind TCPs about special initiative fund.

ID

ACTION 109/01 Obtain more information on what use ISU would make of a grant from ISPRS.

LF

Done

12. Relations with international and other organisations

12.1 CEOS

WGCV ID to attend next meeting. He should discuss with the chair of WGCV whether appropriate WG Chairs should be invited.

ACTION 110/01 Clarify role of Commission I in work of WGCV

ID

ISPRS was included on the WGISS mailing list

WG Ed is progressing with JT on a sub-committee to determine further actions

IGOS: it was questioned whether it is appropriate for ISPRS to be involved in IGOS.

Disaster Group. Vern Singhroy attended a meeting of this group in Paris on behalf of ISPRS

12.2 COPUOS

ID has provided possible names of speakers for UN workshops - JT should pursue this at COPUOS meeting in June. The UN funds made available to ISPRS could be used to support ISPRS speaker travel (SwF10,000 max to each) to these meetings.

ISPRS should be involved in the workshop at the COPUOS Meeting in Feb 2002

JT to attend UN Economic Commission for Africa meeting in Addis Ababa in September.

ACTION 111/01 Follow up ISPRS proposals to participate in UN Workshops.

JT

12.3 ICSU

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An application was submitted for a grant on sustainability indices, a response was due soon..

12.4 UATI

JT reported that HR had been awarded a grant from UNESCO for the Lalibela project. This should be publicised in Highlights and other Journals.

ACTION 112/02 Publicise UATI grant.

HR/ID

ISPRS received an invitation to participate in a multi-lingual dictionary project. Council decided that it would not accept this invitation.

12.5 IAF

The joint IAF/ISPRS session at the IAF conference will not be held.

12.6 CIPA

Council approved the Ordinary member appointment of Peter Waldhausl to CIPA for 2001-2005. It was noted that PW's presidency expires next year but it can be extended for a further term.

ACTION 113/01 Discuss next president of CIPA with PW

JT

Council noted that Heinz Rüther had agreed to act as ISPRS representative on the World Heritage Center Virtual World Conference in October 2002.

12.7 ISO

The issue of standard of qualifications in GIS/Geomatics should be pursued at the Joint Board.

ACTION 114/01 Raise ISO standard qualifications at Joint Board meeting

ID/JT

12.8 OGC

The SIG in Earth Observation to be pursued with WGII/4

ACTION 115/01 Discuss EO SIG and MOU with OGC with WGII/4 and WGIV/2.

ID

12.9 OICC

There should be further follow-up on correspondence from OICC at the JM in London.

12.10 ISU

See item 11

12.11 IHO

ISPRS had been invited to the IHO Conference in 2002 as observers. Council made no decision on this but it should be added to the calendar.

13. Review of actions on Council

Council reviewed the action list and updated it as necessary.

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14. Date of next meeting

The next meeting of Council would be a Joint Meeting with TCPs in London from 8th -13th September with the following schedule:

Friday 7 th September	Council Arrive
Sat 8 th	Council meeting
	TCPs arrive
Sun 9 th	Joint Meeting
Monday 10 th	Joint Meeting
Tuesday 11 th	Recreational day
Wed 12 th	UK RSPSoc Conference starts
Thursday 13 th	Council Meeting

There being no other business, JT thanked everybody for their contributions and closed the meeting.

Ian Dowman
Secretary General

24th May 2001

Attachments: Reports from Council