



MINUTES OF ISPRS COUNCIL MEETING
Incoming and Outgoing Council
9:00am - 10:30am, Thursday, 18 July 1996

Room 140, Austria Center Vienna
Vienna, Austria

Council Attendees:	Outgoing	Incoming
President	S. Murai (Japan)	L. Fritz (USA)
Secretary General	L. Fritz (USA)	J. Trinder (Australia)
1st Vice President	K. Torlegård (Sweden)	S. Murai (Japan)
2nd Vice President	A. Gruen (Switzerland)	T. Krug for M. Barbosa (Brazil)
Treasurer	J. Trinder (Australia)	H. Ruether (South Africa)
Congress Director	K. Kraus (Austria)	K. Beek (Netherlands)

AGENDA

1. Opening Remarks
2. Approval of Agenda
3. Communications & Files
 - a. Addresses
 - b. Files
 - c. Action Items/Tasks List
 - d. Logos & Letterhead
4. Review Plan for Council Meetings
5. Responsibilities
 - a. Regional Assignments
 - b. Inter-Organizational
6. Journal, Bulletin & Homepage
7. Other Business
8. Adjournment

MINUTES

1. **Opening Remarks**

President Murai introduced all present and congratulated the new officers on their election. He welcomed Dr. Thelma Krug and thanked her for representing new 2nd Vice President Marcio Barbosa.
2. **Approval of Agenda**

The agenda was approved without modification.
3. **Communications & Files**

S. Murai stated that it is Council policy to use first names.

a. Addresses

Secretary General Fritz circulated address sheets to each member for completion. The addresses will be used for all official ISPRS documentation.

b. Files

L. Fritz then circulated a the Correspondence File Numbers sheet which has been revised for the 1996-2000 term. (See Enclosure A.) He described the file number format and codes to be used for ready reference to all ISPRS correspondence, including E-mail, fax, etc.

c. Action Items/Tasks List

S. Murai and L. Fritz described the Action Items/Tasks List distributed which Council uses to maintain a reminder schedule of Council responsibilities to be completed.

d. Logos & Letterhead

L. Fritz provided a stat sheet of the official ISPRS logo and requested that no other logo be used. He emphasized that it is our Society's trademark, and if computer generated logos are used that the logo should correspond exactly in all detail including line weights. Distortions from scale changes by computers should be avoided.

J. Trinder requested that all Council use the same letterhead. He said that upon receipt of correct addresses and communication numbers from Council, he will prepare a computer disk for letterhead on correspondence and will have letterhead printed for all who request it.

4. Review Plan for Council Meetings

L. Fritz distributed for discussion a draft plan for Council Meetings to be held during the 1996-2000 term. He stated that, it will probably be necessary to convene two Council Meetings each year, and that a Joint Meeting with Commission Presidents should convene once each year. It was noted that the tradition is to seek potential hosts which can provide meeting space, support Council accommodations and offer a modest social program. Commission Presidents (TCP's) receive their own funding and do not require host support for accommodations at Joint Meetings. Joint meetings are usually two days in length whereas Council meetings usually require three days.

S. Murai stated that the Japan Society has offered to host the Joint Meeting the first week of October 1996. Council approved this generous offer with a show of appreciation. After discussion, 2nd VP (and incoming Financial Chairman) A. Gruen offered to host (without accommodations support) a Council Meeting during 1-3 May in Ascona, Switzerland to immediately precede an Image Understanding conference there on 4-9 May. Council members were asked to make recommendations for hosts, especially after considering the outcome of the Joint Incoming/Outgoing Meeting with the Commission Presidents later in the day.

5. Responsibilities

It is traditional for each of the Council Members to have nominal responsibility for representation of ISPRS, both regionally as well as with other international organizations.

a. Regional Assignments

L. Fritz stated that each Council Member should assume responsibility for ISPRS representation in their respective continents. European coverage will include Turkey, Israel and Russia, Asian coverage will include the mid-East countries, and Australia will include Oceania and New Zealand.

b. Inter-Organizational

L. Fritz remarked that one of the Council Task Groups to be formed is to provide background support for Council activities with a multitude of UN and other international organizations and societies. For IUSM representation it was agreed that L. Fritz and J. Trinder are to be members of the Executive Board and that G. Konecny will be requested to transition off the Board by mid-1997. A discussion for selection of ISPRS members for IUSM Council resulted in agreement for our representatives to be L. Fritz, J. Trinder, M. Barbosa, K. Beek, H. Ruether and D. Fritsch. L. Fritz offered to prepare a matrix of Areas of Responsibility for assignment of those ISPRS officers who will serve as the Society focal point for liaison with and reporting on these organizations. (See Enclosure B.)

6. Journal, Bulletin & Homepage

S. Murai indicated the status of negotiation with Elsevier was at a stalemate since he had received no contract proposal from Kiebert. Shunji recommended and it was agreed that Larry should continue the negotiations as President. Discussion then centered on the future of all Editor positions and how long the next contract with Elsevier should be effective.

A review was conducted of the meeting by Council with Mauricio Araya on Bulletin production, held earlier at the Congress, and what stance Council should request at the coordination meeting to be held next with the Editors. It was agreed that a test transfer of Bulletin type information to the Home Page should be conducted by Araya/Steilein as soon as possible to expose if there are any unforeseen risks.

7. Other Business

Because of insufficient time, other business was tabled and the meeting was concluded.

8. Adjournment

Meeting adjourned at 11 am.

*Prepared by Lawrence W. Fritz, Secretary General
8 September 1996*

ENCLOSURES

- A. Correspondence File Numbers, 1996-2000
- B. Areas of Responsibility, Council



CORRESPONDENCE FILE NUMBERS
1996-2000

FORMAT: XX - YY - ZZZ

XX: Sender
YY: Contents
ZZZ: Serial number

Sender Codes (XX)

Pr = President	C1 = Com. I President
1V = First Vice President	C2 = Com. II President
2V = Second Vice President	C3 = Com. III President
SG = Secretary General	C4 = Com. IV President
Tr = Treasurer	C5 = Com. V President
CD = Congress Director	C6 = Com. VI President
	C7 = Com. VII President
Fi = Financial Commission	Jo = ISPRS Journal Editor
Bu = ISPRS Bulletin Editor	Wm = Webmaster

Subject Codes (YY)

00	Chronological File
01	Council Correspondence
02	Council Meetings and Minutes
03	Ordinary and Associate Members
04	Regional Members
05	Sustaining Members
06	Statutes, Bylaws, Guidelines
07	General Assembly
08	Congress
09	Financial Affairs
10	Technical Commissions
11	Commission I
12	Commission II
13	Commission III
14	Commission IV
15	Commission V
16	Commission VI
17	Commission VII
18	Scientific (ICSU) & Technical (UATI) Unions
19	International Union for Surveys & Mapping (IUSM)
20	United Nations (UN)
21	Committee on Peaceful Uses of Outer Space (COPUOS)
22	Other International Bodies
23	Awards, Citations, Honorary Members
24	Major Awards (Brock, von Gruber, Gamble, Schermehorn, Schwidefsky, Dolezal)
25	ISPRS Bulletin & Home Pages
26	ISPRS Official Journal
27	Other Publications



AREAS OF RESPONSIBILITY COUNCIL

ORGANIZATION/ ACTIVITIES	President Fritz	Secry Gen Trinder	1st VP Murai	2nd VP Barbosa	Treas. Rüether	Cong.Dir. Beek	Others
IUSM Exec. Board	X	X					
IUSM Council	X	X		X	X	X	D. Fritsch
COPUOS	X						
UN	X						
ICSU		X					
ICET (UATI/WFEO)		X					
CEOS				X			
ISO		X					
TC 20				X			IC VI/I/II
TC 42		X					IC VI/I/II
TC 172					X		IC VI/I/II
TC 211	X						Com IV
CIPA					X		
ISU			X				
AM/FM			X				
SPIE					X		
COSPAR				X			
URISA		X					
IGU (SDH)						X	
IEEE			X				
CIESIN			X				
IAPR TC-7							Com III
ISB							A. Gruen
IAF							Com I