

5th Full Council meeting - 7 June, 2017,
20:00 GMT

[See meeting minutes below](#)



Attendees: Jean Holloway, Alice Bradley, Gerlis Fugmann, Adam Campbell, Alex Thornton, Archana, Bruno Ibanez, Gabriela, Hanne Nielsen, Jilda, Jose, Nadya, Scott, Lydie Lescaumontier, Meagan Dewar, Sara Aparício, Ruth Hindshaw, Tams, Ted Bibby, Vicki Sahanatien, Claudia Maturana, Lorna

Apologies: Henrik Christiansen, Jenn Cooper, Merran Smith, Hanna Kauko

1. Welcome. Introduce Excom members on call, National Committee (NC) Coordinators (Sara Strey and Jilda Caccavo), and Council Chairs (Gabriela Roldan and Lorna Thurston).
2. Introduction to new Council members Chloe Ahn, Shridhar Jawak and Neelu Singh
3. ExCom news & updates:
4. NC coordinators: what is new with National Committees
5. Council Reports: summary
6. Group project updates:

Project group/ leaders	Updates
Workshop at ICASS 2017 Gerlis	
World Summit 2018 Jenn/ExCom	Circulation to NCs has begun, potential sponsors will be contacted in the coming weeks, schedule outline completed. Still working on a few themes, but general ideas are established. Registration will open around same time as conference in September 2017. Held a few days before start of POLAR 2018.
Social/Event at EGU	
APECS workshop SCAR Biology 2017	-
Mentorship award Jenn/ Alice/ Alex	Deadline for submission May 28th. Group is working on ranking applications (6 total) for the 2 awards, will announce recipients in early July.
Polar Week planning Jean/ Alex	Coordinating our first planning meeting for September PW. If anyone has any suggestions for events or input please e-mail

	polar-weeks@apecs.is We would really like to see more participation from NCs this time around so feel free to e-mail us if you'd like to get involved.
Social Media Committee Marta/ Alex/ Hanne	We'd love to get new members on the team. Would like help tweeting at SCAR Bio workshop.
Webinars Scott/ Hanne	
Non-academic Careers info Jilda/ Josephine/ Hanne	
Alpine Cryosphere & APECS Merran/ Alice	The Alpine Cryosphere Group has hosted two webinars in the last two months. One was about the Kilimanjaro ice fields by Lonnie Thompson and the other was about conducting research in the Himalayas by Joseph Shea. Otherwise, Merran participated as a speaker for APECS's Polar Week Panel "Working in Collaboration with Communities and the Role of Traditional Knowledge".
Polar Organizations Gabriela/ Alice	
APECS 10 year video Caroline/ Gerlis	

5. Floor open for other business/ final questions prior to meeting close.

Meeting Minutes

- Introduce new members, not present. Chloe Ahn, Shridhar Jawak and Neelu Singh
- ExCom news and updates
 - ExCom working on renewals with NCs and partner organizations
 - New early career organization about disasters and disaster response. Working with them to set up an MRU (MLU?).
 - Quality control and advertising
 - Input from council groups - what steps should we implement about advertising webinars and events so we make sure that what gets sent out is 100% accurate. Internal protocol?
 - Discuss with webinar group and alpine cryosphere group
 - Checking in with NCs and NC coordinators about how things are going and what national committees need, help, what do they need to get activities up and running
 - Fall is coming up, council should think about:
 - Annual reports due August 15

- Reports any activities, events, webinars, anything that was accomplished should be reported so that we can see what APECS has been up to
- If there are things that are less tangible (ex. Gathering information, discussions, etc) still write it down! That way future groups don't have to "re-invent the wheel"
- Details for events = what happened, who did it, how many people showed up
- APECS members get information through Annual Report
- Annual Report will include NC reports and council reports
- Sent out to partners and all members, so these are really important
- Reporting forms for NCs:
 - <http://www.apecs.is/get-involved/national-committees/1456-project-and-event-reporting-for-apecs-national-committees.html>
- Council position renewals
- Run for positions on ExCom
 - Consider running, if you have questions talk to anyone on ExCom, Alice, or Gerlis!
- Positions in the APECS office - project officer. Interviews being conducted for positions, filled over the summer (hopefully).
- Some council members have had to step down (get busy, etc) but we've had new members replace them over the last few months
- Once a national committee is established to have leadership, the next step is to sign a "conformal document" with the APECS international body. That is the NC agreeing to abide by the rules, guidelines, etc. This depends on whether the NC is registered as their own organization in their home country. Some are, some aren't, there isn't a substantial difference between ones that are and aren't, just slightly different logistical issues.
- Next step is to sign agreement between the international and national leadership
- APECS Chile at this step, Claudia to sign. APECS Chile is established (fully registered in Chile) so they are ready to sign.
- Alex to get that written by the weekend at the latest
- National Committee Coordinators - Jilda
 - Sara and Jilda divided up NCs, Jilda is in charge of European ones.
 - Been in contact with NCs, schedule meetings to see what they're up to
 - Communicate and facilitate updates
 - Officiating NCs like Germany, Sweden, Belgium
 - Posting notes from meetings onto the shared council folder with updates about everything
 - NCs will be submitting summaries of activities in August for council reports

- REMINDER: NC reps on the call, trying to nail down a date for NC call. Fill out the doodle poll which was sent out last week!
- That meeting will be an opportunity to share what is going on, ask questions, and create a dialogue between established committees with smaller committees. Learn how to get members, etc.
- Council Reports
 - We have received 37 responses from council members
 - Next report and final report for council members will be due Sept 10
 - This report is also due with your re-application
 - Will send reminder out
 - 48% were posting on websites, social media
 - 43% were actively involved at the NC level
 - 40% have planned conference, event, webinar
 - Hope for higher numbers in the future! Keep going, keep spreading the word
 - Gabriela will send a summary to ExCom before next call so they can discuss
- Online conference update from Lorna
 - Can be removed from the list
- Social Event at EGU
 - Can be removed from the list
- APECS workshop SCAR Biology 2017
 - Belgium 9th of July
 - Planning is going well
 - Confirmed 4 speakers
 - Scientists and journalists to discuss communicating science
 - A few people registered
 - Registration deadline moved until the 25th of June
 - If you are attending or live near please register via the APECS website
 - <http://www.apecs.is/events/upcoming-event-highlights/scar-biology-2017.html>
- Mentorship Award
 - Review going on as we speak
 - A few nominations came in
 - Project group and APECS members helping to review the nominations and recipients of the award
 - 2 this year. Announced in June
- Polar Week
 - Early planning stages
 - NCs
 - US APECS doing Polar Film Fest
 - Reddit AMA, figure contest
 - When they are having full national committee call they can announce this
 - Jean to liase with Jilda and Sara
- Social Committee
 - Some members drop off due to time commitments

- Need new members on Social media committee!
- Full meeting this month or early July
- Re-vamp how we are doing social media
- If you are ge interested in helping out, send Alex a message (alexander.e.thornton@gmail.com)
- Webinars
 - Successful so far - another this morning (50 people!)
 - Starting new webinars for this summer/fall
 - Partnering with Arctic Snapshots to connect field stations - send Scott an e-mail to get involved
 - Scott won't have access for 2-½ months due to being in the field (June ~20)
 - If anyone would like to take the lead on webinars, please step up! :)
 - If you're planning a webinar, please review Gerlis' step-by-step organization process, including whom you need to advertise it to
 - Link you can find in the document includes a Google spreadsheet which lists the webinars being organized by all groups within the APECS council and partners who want to organize webinars with us
 - Don't want to overload members with too many webinars at a time, so this will help us coordinate webinars over the next year
 - Don't want 10 in one week and then one month have none
- Non-Academic Careers Info
 - Jilda/Josefine/Hanne
 - Jilda - group is in the process of compiling content to add to the APECS career website. Create a non-academic career section. Q and A from non-academic career researchers. Provide links to relevant webinars, strategies for getting involved
 - Putting together interview responses, will make a summary
 - in short we're compiling interviews from non academic career researchers to create a non academic career section of the APECS website
- Polar Organizations
 - Gabriella/Tamara - finding it difficult to express a visual image of all the names and acronyms of all the Polar Organizations
 - Tamara sent out a survey monkey questionnaire to the council
 - Now we have categories for how to group polar organizations and can move forward!
 - Acronyms table is a valuable resource and gave a nice baseline for the project
- APECS 10 year video
 - Alice - Need to get it going again, not been any forward progress yet.
- Hanne - reminder that the SCAR fellowship applications due 1 July
 - Details on the SCAR website and up on APECS website as well
 - Organizing with SCAR a webinar on the fellowships in Spanish, recording is on Vimeo account. English version done last year, recording done on Vimeo account

- Gerlis - APECS is part of New Horizon 2020 projects, APECS get involved in training and outreach initiatives over the next 4 years.
 - As part of these projects we will be hiring a coordinator, and there will also be volunteer opportunities
 - Webinar series on Polar Prediction Topic - between Sept and Dec
 - Advertising early July
 - Summer school in April 2018 in Sweden that APECS is co-organizing, don't share until tomorrow
 - Ask Alice and Gerlis about it
 - <http://www.apecs.is/events/upcoming-event-highlights/polar-prediction-school-2018.html>
- Claudia - NC meetings soon, but is important to tell the council that Chile is excited because will host the Latin American Conference for Antarctic Science in Chile. Space for APECS Chile activity. Good opportunity to have first national meeting. Not sure of format yet, workshop or meeting. In October, so time to plan.
 - APECS Argentina just got set up, get in touch
 - Latin American Antarctic Science Congress <http://congresoantartico2017.com/>
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