



ISBER 2018 ANNUAL BUSINESS MEETING MINUTES
WEDNESDAY, MAY 23, 2018 4:00 PM-5:00 PM, LANDMARK A/B
HYATT REGENCY DALLAS

Agenda Item

1. Welcome Remarks and Introduction of the Board of Directors

Z. Kozlakidis called the meeting to order at 4:00 PM in Dallas, TX, USA. He noted the following changes to the ISBER Board of Directors as follows:

Board of Directors (2017-18):

- President: Zisis Kozlakidis
- Past-President: Brent Schacter
- President-Elect: David Lewandowski
- Treasurer: Piper Mullins
- Secretary: Nicole Sieffert
- Director-at-Large Americas: Monique Albert
- Director-at-Large Europe, Middle East, Africa: Alison Parry-Jones
- Director-at-Large Indo-Pacific Rim: Daniel Catchpoole
- Director-at-Large China: Xiaomin Wang

Board of Directors (2018-19):

- President: David Lewandowski
- Past-President: Zisis Kozlakidis
- President-Elect: Debra Leiolani Garcia
- Treasurer: Piper Mullins
- Secretary: Nicole Sieffert
- Director-at-Large Americas: Monique Albert
- Director-at-Large Europe, Middle East, Africa: Alison Parry-Jones
- Director-at-Large Indo-Pacific Rim: Daniel Catchpoole
- Director-at-Large China: Xun Xu

2. 2017 Annual Business Meeting Minutes

Z. Kozlakidis presented the ISBER 2017 Annual Business Meeting Minutes that were provided to the Society members on May 17, 2018 via the ISBER Open Forum.

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***A. Pazahanick motioned to approve the Minutes of the ISBER 2017 Annual Business Meeting.
K. Sexton seconded. The motion was approved.***

3. Outgoing President's Report

Z. Kozlakidis reviewed the Outgoing President's Report including the following:

- Major Accomplishments:
 - Release of the ISBER Best Practices, Fourth Edition
 - Several translations of ISBER Best Practices into Chinese, Japanese, Spanish, French, and Korean
 - 2017 Annual Meeting in Toronto
 - Global Biobank Week in Stockholm
 - Biospecimen Research Symposium in Luxembourg
 - Session at CRYO 2017 in Hefei, China
 - Agreement with ASCP to develop a qualification program for biobankers
 - Progress on the 2017-2020 Strategic Plan

- New Partnerships:
 - The Entomological Collections Network (ECN)
 - The Biobanking and Biomolecular Resources Research Infrastructure – European Research Infrastructure Consortium (BBMRI-ERIC)
 - The Biobank Branch, China Medicinal Biotech Association (BBCMBA)
 - The China National Gene Bank (CNGB)
 - The Council for Industrial use of Biological and Environmental Repositories (CIBER), Japan
 - The National BioService (NBS), Russian Federation

- Membership census
 - 2017 year end: 1,290 Members

Z. Kozlakidis noted that the Society currently holds 15 affiliate agreements, 1 associate agreement, and 5 other types of agreements. As the Society grows, so does the number of partnerships.

Z. Kozlakidis thanked the Head Office for their continuous support in pursuing ISBER's mission, vision, and Society growth.

Z. Kozlakidis presented and thanked the ISBER Corporate Sponsors and Vendors for their continuous support.

4. Financial Report

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P. Mullins reviewed and audited the ISBER income statements and balance sheet for fiscal year-end 2017 noting the following:

- Total Revenue: \$ 1,189,101
- Total Expenses: \$ 1,086,357
- Total Assets: \$ 1,034,889
- Total Liabilities: \$ 308,340
- Unrestricted Member Assets: \$726,549

P. Mullins motioned to appoint BDO as auditors for the year ending December 31, 2017. Motion approved.

5. Bylaw Changes

N. Sieffert noted that the changes to the bylaws were distributed as attachments prior to the Annual Business Meeting.

N. Sieffert motioned to approve the motion: Be it resolved that Section 5.19 VACANCIES be rescinded and replaced as presented to the membership in the summary of changes. D. Catchpoole seconded. Motion approved.

6. Advisory Committee Reports

Z. Kozlakidis presented the Advisory Committee Chairs as follows:

- Communications Committee—Cathy Seiler (Chair) and Ayat Salman (Vice Chair)
- Education and Training Committee –Sheila O'Donoghue (Chair) and Sara Nussbeck (Vice Chair)
- Marketing Committee—Deb Garcia (Chair)
- Member Relations Committee – Shonali Paul (Chair)
- Organizing Committee – Marianne Henderson (Chair) and Cheryl Michaels (Vice Chair)
- Standards Committee—Daniel Simeon-Dubach (Chair) and Cheryl Michaels (Vice Chair)
- Science Policy Committee –Marianna Bledsoe (Chair) and Helen Morrin (Vice-Chair)
- Scientific Program Advisory—Marianne Henderson (Co-Chair), Nicole Sieffert (Co-Chair), and Weiping Shao (Vice-Chair)

Z. Kozlakidis presented the Advisory Committee Reports as follows:

- **Communications Committee**
 - Committee Purpose:
 - To provide leadership to the association's internal and external communication activities.

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- Major Committee Activities 2017-18:
 - Developed and helped implement the Communication Plan for the ISBER Best Practices 4th Edition including the Social Media plan
 - Facilitates bi-monthly ISBER Corner publications in Biopreservation and Biobanking
 - Published and promoted two patient-focused articles for Rare Diseases Day in collaboration with the Rare Diseases Working Group

- **Education & Training Committee**

- Committee Purpose:
 - To identify and implement mechanisms to ensure that ISBER members have access to information and tools to effectively operate biobanks.
- Major Committee Activities 2017-18:
 - Education Workshops and webinars
 - Veterinarian-specific biobank education
 - Public education campaign planning

- **Marketing Committee**

- Committee Purpose:
 - To create opportunities for global marketing and partnership strategies highlighting ISBER's tools, products and services; showcasing ISBER as the leading global go-to resource for biospecimen-related groups; and seeking ways to increase the global impact of the ISBER brand.
- Major Committee Activities 2017-18:
 - Partnered with ESBB and BBMRI-ERIC on the first Global Biobanking Week held in Stockholm, September 2017
 - Worked with Head Office to revise the Corporate Sponsorship Guide to allow sponsors to pick from a menu of opportunities that best fit their needs
 - Increased the visibility and impact of ISBER's products and services as collective and individual ISBER tools and resources

- **Member Relations Committee**

- Committee Purpose:
 - To create opportunities for a diverse global membership to participate in sharing ideas and innovations in biobanking. The goals of the committee are to: Increase global membership, Identify organizations for potential partnerships, Enhance vendor relations.
- Major Committee Activities:
 - Review of Membership Feels – creation of two new membership categories (Student/Technician and Ethicist/Advocate)
 - Several Membership Recruitment Drives and Mailer redesign: ECN Membership

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Recruitment, Luxembourg Attendees, Best Practices, Fourth Edition downloaders, and partner list purchases

- **Organizing Advisory Committee**

- **Committee Purpose:**

- Coordinates the logistics for the Society's meetings and oversees any active Scientific Program Committee. Annual and Regional Program Committees (PCs) report to OAC.

- **Major Committee Activities 2017-18:**

- Co-lead the first Global Biobank Week meeting in partnership with BBMRI-ERIC and ESBB. Created planning guidance/SOPs for the Regional and Partner meetings.
- Supported first dedicated workshop on biospecimen science in Luxembourg in February 2018
- Modified complete meeting planning and abstract review guidelines and handled all logistics for the Dallas meeting. Created innovations in the program for 2018, including the Pathways to Discovery
- Task Force focused on strategically planning meeting locations, RFPs for the 2019 meetings in Shanghai and Minneapolis as well as out years 2020 and 2021. Created new tools to reach out to additional sectors that are part of the biobanking community
- Leading outreach to China in support of 2019 Annual Meeting, the 20th Anniversary meeting for ISBER
- Identified ISBER speakers/planned sessions for non-ISBER biobanking meetings around the globe and is moving towards the identification of co-chairs and committee members for the future upcoming meetings

- **Science Policy Committee**

- **Committee Purpose:**

- To be a voice for the perspectives of the Society on policy issues related to biological and environmental repositories.

- **Major Committee Activities 2017-18:**

- Continued to monitor, analyze and prepare policy statements on regulatory developments including:
 - a. Draft Canadian Tri Council Policy, research on Human Cells/Cell Lines
 - b. Letter to the US HHS Secretary's Advisory Committee on Human Research protections on the Final Common Rule
 - c. EU General Data Protection Regulations
- Developed draft educational Qs and As for the lay public and media on ELSI issues related to specimen research
- Organizing and presenting joint programs and workshops with Public Responsibility in Medicine and Research
- Developed ISBER Science Policy resource webpage

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- **Standards Committee**

- Committee Purpose:

- To serve as an advisory group that provides biobanking expertise on behalf of ISBER to establish consistent biobanking standards.

- Major Committee Activities 2017-18:

- ISBER Best Practices, Fourth Edition
 - a. Several posters at GBW 2017, Stockholm
 - b. Launch January 2018: Webinar, publications and upload on ISBER website
 - c. Translation to Chinese, Japanese, Korean, French and Spanish
- Contract signed between ISBER & ASCP BOD to develop qualification examination

7. *Biopreservation and Biobanking (BIO) Report*

J. Vaught, Editor-in-Chief of Biopreservation and Biobanking (BIO), reported the status of the journal per the following:

- 30,000 full-text downloads in 2017, up 8% from 2016
- Impact Factor of 1.70 for 2017 – slightly down from 1.80 impact factor in 2016
 - Articles cited in 2016 and published in 2014/15
 - The impact factor for 2018 will be available in one month's time
- 119 peer-reviewed manuscripts received in 2016
 - About 26 days average for submission to initial decision
- Special sections/issues- H3Africa April 2017, Sustainability issue February 2017, Ethical Legal & Social Issues June 2016

J. Vaught thanked Marianne Henderson, Daniel Simeon-Dubach, Kirstin Goldring, Marianna Bledsoe, and Anne-Marie Tasse, all of whom were managing directors for the above.

- Editorial Board members represent more than 20 countries
- Deputy Editors:
 - Marianna Bledsoe, M.A.
 - Dayong Gao, Ph.D.
 - William Mathieson, Ph.D. (European Editor)
 - Peter Watson, MD
- Manuscript types: original articles, brief reports, review articles, meeting reports
- Reviews have best effect on impact factor
- Features (features editor – Jamie Devereaux): guest editorials, best practices, guidelines, experts speak column, ISBER Corner, abstracts (online only), letters to the editor

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- Recent Special Sections: Sustainability, Ethical, Legal and Social Issues, H3Africa
- New ideas for special theme issues and other features are welcome, especially in under-represented areas such as environmental biopreservation and biobanking
- Manuscript submissions from 30 countries
 - Top four countries: United States, Canada, China, Germany

8. ISBER 2018 Awards Ceremony

B. Schacter gave an introduction to the Founder's Award.

B. Bies presented the Founder's Award, Sponsored by Chart MVE to Jim Vaught (USA).

J. Gordon presented the Outstanding Achievement in Biobanking Award Sponsored by Worthington Industries to Jane Carpenter (Australia).

B. Schacter presented the remaining ISBER 2018 Awards as follows:

- ISBER Distinguished Leadership and Service Award, Lori Campbell
- ISBER Special Service Awards: Mark Barnes, Marianna Bledsoe, Andy Brooks, Koh Furuta, Marianne Henderson, Helen Morrin, Xiaomin Wang, Xuexun Zhou
- ISBER Travel Awards: Amany Abou, Birendra Yadav, Jean Marie Nana, Milcah Dhoro
- ISBER Outstanding Product Award, IntelliXmark by Brooks Life Sciences
- ISBER 5K Fun Run Trophy, Zach Brown

9. Recognitions

Z. Kozlakidis presented the ISBER 2018 App Prize to Stephen Wicks and Amber Cumpain.

Z. Kozlakidis presented the following recognitions to outgoing Board of Directors and Committee Chairs:

- Outgoing Board of Directors
 - Brent Schacter, 2015-2018
 - Xiaomin Wang, 2015-2018
- Outgoing Committee Chairs
 - Marianne Henderson – Outgoing Scientific Program Co-Chair
 - Sheila O'Donoghue – Outgoing Education and Training Committee Chair
 - Nicole Sieffert – Outgoing Scientific Program Co-Chair
 - Deb Garcia – Outgoing Marketing Committee Chair

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Z. Kozlakidis presented the Presidential Gavel to David Lewandowski.

10. Incoming President's Message, Closing Remarks and Announcement of the 2019 Meeting

D. Lewandowski presented his incoming President's Message, noting the following:

- ISBER is a tremendous resource, this includes the ISBER Forum, which is very useful to old and new members
- The ISBER community includes global participation
- ISBER is an expert with contributions from those in the field of biobanking
- Key focus areas for ISBER in 2018:
 - Breakthroughs in Biobanking, this will highlight successes in the biobanking community by working with BBMRI-ERIC and ESBB
 - Expand our membership and spheres of influence via social media and reaching out to various sectors including, Cell Therapy, Pharma, Biotech, as well as our affiliate partners
 - Continue to influence and provide input on Science Policy issues
 - Improve our education and training across the globe
- ISBER is a Society of volunteers, special thanks were sent to those serving and contributing their valuable time and resources to advance the Society's initiatives
- ISBER celebrates its 20th anniversary at the ISBER 2019 Annual Meeting & Exhibits in Shanghai, China
- ISBER will also host its Regional Meeting on November 4-5, 2019 in Minneapolis, USA

Meeting was adjourned by D. Lewandowski at 5:00 PM.