

Attendees:

Ralph Flatau, Al DiRenzio, John Iovannov, Andrzej Krola, Chuck Muniak, Bruce Keller, Dan Sommers, Victoria Spinanger

Meeting began at 6PM to plan the Fall EMBS Conference

1. The team discussed dates. It was decided to consider 11/10/11 as a tentative date. Alternate dates are 11/17 and 11/3. The team decided to maintain the Conference time frame to the month of November.
2. The team discussed logistics of the event. The team discussed the possible types of food that could be served during the networking session at the conference. Al D. took an action to contact the WelchAlyn lodge to determine how much a buffet style meal would cost with a chicken and a vegetarian option. Al D. took an action to look into the cost of holding the event at the Sheraton. The team discussed the potential impact of holding the event at the Sheraton versus the WelchAlyn lodge.
3. The team discussed potential topics and speakers. It was decided to look into possibly getting a Nobel Prize Laureate or another high end speaker. Al D. stated he had contacts the Academy of Sciences and a contact of a DARPA researcher. Bruce K. took an action to look into Sigma Xi.
4. It was decided that the team will obtain ideas and make a decision on a speaker by 9/23/11. Team members should e-mail their recommendations.
5. The team discussed funding and determining the cost benefits of spending money on the door prize or the speaker. A decision will be made by the next meeting. High end speakers can be expensive. The team discussed possible funding in teaming with SU or obtaining funding from IEEE.
6. The team determined to meet by phone the week of 9/26/11. We will need a flyer and other advertising by 9/30.