

**21<sup>st</sup> Meeting of the IAI Executive Council (EC)  
September 8 and 9, 2005 - Puerto Vallarta, Mexico**

**Action List**

**Day 1: September 8**

1. The EC approved the Agenda of its Twenty First EC Meeting with the following three modifications:
  - Argentina proposed an item in the Agenda to better define the IAI Newsletter.
  - The IAI Interim Director, John Stewart, suggested that the presentation by the new IAI director should follow the presentation by the SAC.
  - Cuba suggested moving the membership of the IAI FAC to the last point of the Agenda.
2. The EC approved the Report of its Twentieth Meeting with three observations:
  - Argentina pointed out that point 9 of the Twentieth Meeting Report ("9. Report of the Financial and Administration Committee") is not clear. The EC approved the following change: replace the word "*participation*" by the word "*contributions*" in the last paragraph of point 9.
  - Argentina also asked for a change in the Action List of Day 2 of the Twentieth Meeting, point 1: the substitution of the word "*participation*" by the word "*contributions*". The change was approved by the EC.
  - Canada asked for more clarity in the 3<sup>rd</sup> paragraph of point 5.2.2 about Contributions in 2005-2006. The EC approved the following modification in the 3<sup>rd</sup> paragraph:  
*"He also showed a graph representing the Composition of contributions: 79 % of the Core Budget is paid by the 3 largest contributors; 15 % of the Core Budget is paid by the next 4 largest contributors; and the remaining 12 countries (those assigned US\$ 5K / year) account for 6 % of the Core Budget. He stressed the importance of timely contributions so as not to extinguish the reserves of the Institute."*
3. Venezuela, as in the last EC Meeting, renewed its offer to be the host of a joint EC/CoP/SAC Meeting in May 2006.
4. As follow-up to Action 1 from Day 2 of the 20<sup>th</sup> Meeting of the Executive Council, the formation of a new ad hoc Committee, led by the new Director, was discussed. EC members should send expressions of interest, with ideas for addressing the topics outlined in Montreal, to Holm Tiessen and Carlos Ereño by October 20, 2005. The EC Chair will forward the invitation to all Members of the CoP.
5. The EC received with appreciation and discussed the proposals from the representative of Argentina, responsible for the Newsletter (Carlos Ereño), about the IAI Newsletter. The EC took the four following decisions:
  - The editorial board of the IAI Newsletter should be completed by adding a member from the SAC and a member from the CoP, whose names should be suggested before the next CoP Meeting.
  - The EC Chair will send a letter to all representatives to invite them to express their interest to serve on the editorial board.
  - The SAC Chair will inform the editorial board of the Newsletter on who will be the new representative of SAC (to replace Alejandro Castellanos) on the editorial board.

- All the EC members will exchange ideas about how to improve the communication tools of IAI, especially the format and content of the Newsletter and the Annual Report. All suggestions will have to be communicated to the representative of Argentina responsible for the Newsletter (Carlos Ereño), the TCO Officer (Marcella Ohira) and the members of CoP.

6. The EC approved the package recommended by SAC for implementation of the CRN II program.

## **Action List**

### **Day 2: September 9**

1. The joint EC/CoP/SAC Meeting will be held in May 2006 in Caracas, Venezuela. The Bureau will work with the host country in the preparation for this meeting.
2. The EC agreed that the EC Chair will make a call for nomination by the IAI member countries for the new membership of the FAC, encouraging them to propose candidates with a legal, financial and administrative background. Nominations should be sent to Adrián Fernandez (afernand@ine.gob.mx) and Arnoldo Matus (amatus@ine.gob.mx) by October 20, 2005.
3. The 21<sup>st</sup> EC agreed that the membership of the Standing Committee on Rules and Procedures is open and expressions of interest to serve on the committee should be sent to Adrián Fernandez (afernand@ine.gob.mx) and Arnoldo Matus (amatus@ine.gob.mx) by 20 October 2005.
4. The 21<sup>st</sup> EC agreed that the membership/composition of the three committees (i.e., Action Item 4 Day 1, Action Item 2 Day 2, Action Item 3 Day 2) will be determined by the EC Bureau in consultation with the IAI Director.
5. The EC decided to invite selected CRN II Lead PI's to the next EC/CoP/SAC Meeting in Venezuela to interact and discuss with them the science projects and their impact on policy and strategic actions in the region.
6. It was decided that the EC should fill the Associates vacancy on the SAC before the next CoP with the objective to enable SAC to operate with a full membership of ten. The new member should reflect the needed changes and balance in the IAI's program direction.
7. The next CoP should discuss how management and reporting structures of the IAI might be improved to advance the development of a strategic, balanced science program.