

Executive Report February 2005

The current executive has been in place since the International Conference in New York in February 2004. The term will be complete at the next International Conference being held in Japan in June. At that time, a new executive will be elected.

International Meeting

The International Meeting was held in Portland from November 4th to 7th, 2005. This was a unique opportunity for the executive and the country representatives to meet. There was funding available to host this meeting because the International Conference in New York had been postponed until 2005 and additional conference funds had already been allocated for the 2005 fiscal year. The meeting was very effective in part due to the small size of the group. This allowed for far more discussion. The goal of the meeting was to set a direction of focus for the period leading up to the International Conference 2005.

International Conference

The next International Conference will be held in June 2005. It will start in Aichi and finish in Kobe. Delegates for the conference will include both Country Representatives (CRs) and Chapter Representatives, though the CRs will arrive one day earlier to meet with the Executive to discuss overall organizational goals. There will also be time focussed on the need and interests of Chapter Representatives.

Reports

Reports from the New York Conference (February 2005) and the Portland Meeting (November 2005) have been completed and are posted on the JETAAI website. As well, the bi-annual country reports (September 2004, February 2005) have been compiled and posted online.

Website

The information and appearance of the JETAAI website has been updated. As well, the database and list serve continue to be updated. Paul Donovan has been formally instated as Webmaster (as per the New York conference). A formal job description for webmaster is being developed. Information and reference material for small chapters will be added to the website.

Bylaws

At the Portland Meeting there was a discussion regarding updating the bylaws. There is currently a proposed amendment which will correct grammar and improve the clarity of language. The next proposal will involve streamlining voting procedures. The last proposal will involve changing membership for small chapters. There is a priority to complete the voting online in order to avoid wasting any time at the International Conference.

CMS

At the New York Conference, there was interest in researching options for a new centralized database. At the Portland Meeting, Paul Reid (NZ) and Scott Norman (US) presented a proposal on implementing CMS - Content Management System. (See the Final Report of the Portland Meeting for details.) The CMS committee has already sent a proposal to CLAIR for financial support. Once approved, the committee will develop, test and implement the system. The International Conference is the target date for training chapters.

Action Plan

The action plan for the Executive and for committees has been revised for 2005, reflecting the period up to the International Conference in June.