

**MINUTES
AMS-MAA JOINT MEETINGS COMMITTEE**

**9:00 a.m., Thursday, April 30, 2009
American Mathematical Society
Providence, RI**

EXECUTIVE SESSION

The chair for 2009 was the MAA Associate Secretary, Gerard Venema.

The following documents were attached for information: (a) a calendar of future joint meetings, (b) attendance figures for past January meetings and attendance by size of meeting with final Washington, DC figures, (c) Geographical data on JMM participants with final Washington, DC figures. (d) AMS & MAA Session/Speaker Counts/Abstracts. (e) JMM registrations (**Attachment #1**)

I. FUTURE JOINT MATHEMATICS MEETINGS

A. January 13-16, 2010, Wed.-Sat., San Francisco, CA (Miller/Venema)

1. Joint Program Committee. The Joint Program Committee consists of Hugh Montgomery and Ravi Vakil as the MAA representatives and Joel Hass and Dana Randall as the AMS representatives.

2. Duties of the Executive Directors.

The following items are completed in accordance with the Joint Meetings Contract.

- a. Exchange of Certificates of Insurance. (Ongoing)
- b. Approve rates for advertising in the program. (Done)
- c. Approve hourly rates for MCD and other AMS departments to include the indirect costs. (Done)
- d. Approve exhibit fees. (Done)
- e. Designate recipients of registration lists. (End of meeting)

3. Program.

a. Joint Speaker. As of April 14, 2009, joint speakers had not been determined.

Daverman reported that Curt McMullen and Karen Smith had been asked to give an Invited Address at the 2010 JMM.

b. Block Schedule. The standard block schedule was attached for review. (**Attachment #2**)

The JMC was asked to decide on the day, time and advertising (ask MSRI) of the public lecture.

ACTION ITEM: The JMC agreed that the public lecture should be held on Saturday from 3:00 pm to 4:00 pm. The reception and banquet will be returned back to their original times, reception at 6:30 pm and banquet at 7:30 pm.

4. Registration Fees. The proposed registration rates to be reviewed by the two executive boards are listed below. This represents a 3% increase over DC. (**Attachment #3a**)

<u>Registration Category</u>	<u>By Dec.22</u>	<u>at Meeting</u>
Member of AMS, ASL, CMS, MAA, SIAM	\$222	\$290
Nonmember	345	448
Graduate Student	45	56
Undergraduate Student	31	41
High School Student	5	10
Unemployed	44	55
Temporarily Employed	179	208
Developing Countries Special Rate	44	55
Emeritus Member of AMS or MAA	44	55
High School Teacher	44	55
Librarian	44	55
Nonmathematician Guest	15	15
One-day Member (at meeting only)	N/A	159
One-day Nonmember (at meeting only)	N/A	247

The fee schedule below is based on the proposal submitted by Pearson and Venema on how to simplify the registration fee schedule. The undergraduate fee represents a 33 % increase over DC. (**Attachment #3b**)

<u>Registration Category</u>	<u>By Dec.22</u>	<u>at Meeting</u>
Member of AMS, ASL, CMS, MAA, SIAM	\$222	\$290
Nonmember	345	448
Graduate Student	45	55
Undergraduate Student	40	50
High School Student	5	10
Unemployed	45	55
Temporarily Employed	179	208
Developing Countries Special Rate	45	55
Emeritus Member of AMS or MAA	45	55
High School Teacher	45	55
Librarian	45	55
Nonmathematician Guest	15	15
One-day Member (at meeting only)	N/A	159
One-day Nonmember (at meeting only)	N/A	247

ACTION ITEMS: The JMC agreed to make the registration rate recommendation of \$220.00 to the Executive Committee and Board of Trustees and Board of Governors. This represents a 2% increase over DC.

The JMC approved raising the undergraduate student rate to \$35.00 for pre-registration and \$45.00 at the meeting.

The JMC approved raising the unemployed, developing country, emeritus, librarian and high school math teacher registration rate to \$45.00 for pre-registration and \$55.00 at the meeting.

5. Hotels. Listed below is the sleeping room block for San Francisco CA. All properties are signed.

Marriott San Francisco (Headquarters)	\$175.00 single/double-\$140 student
Intercontinental Hotel	\$175.00 single/double-\$140 student
W Hotel	\$169.00 single/double-\$140 student
Serrano Hotel	\$160.00 single/double
Parc 55 Hotel	\$152.00 single/double-\$135 student
The Handlery Union Square	\$146.00 single/double-\$136 student
The Powell Hotel	\$120.00 single/double-\$110 student
Holiday Inn Civic Center	\$120.00 single/double-\$110 student
Mark Twain Hotel	\$99.00 single/double
Hotel Whitcomb	\$99.00 single/double

10% of the total citywide block has been reserved for students. With the exception of 2 hotels, all hotels are within 4 blocks of Moscone West. The other 2 are within 9 blocks.

6. Meeting Announcements in Focus, Notices, and on the Web. The first announcement for San Francisco will appear in the October/November issue of *Focus* and the October issue of the *Notices* and the live web version will appear in September. The deadline for all information for the October issue is July 1. A preliminary listing of all housing, registration, travel and local information will be listed on the Web by the middle of June, so that participants have an idea of the meeting costs for budgeting purposes.

The links to register or obtain housing will go live on September 1.

7. Exhibits. San Francisco CA. The Invitation to Exhibit is scheduled to be sent out on May 1. At that time all potential sponsors will have one month to sign up for sponsorships and be given preference to booth space. A report on exhibit sales to date will be sent to the JMC at the end of June.
8. Sponsor Program. A report on Sponsors for the meeting will be sent to the JMC by the end of June. Pina to pass out copies of the sponsor program.
9. Coffee in the exhibit hall and floor plan. The floor plan with the location of the AMS and MAA booths and the coffee location was attached.
(Attachment #4). One of the concessions that IDG gave us for changing the dates of this meeting was \$15,000 for coffee and tea service in exhibits. Therefore the cost of coffee this year is not expected to exceed \$5,000.

In 2005, a banner was created for the coffee area in exhibits that says "The AMS and MAA welcome you to the Joint Mathematics Meetings." Since then, it has been difficult to find space in the coffee area for this banner. The size of the banner is 4 x 15 and the coffee area is usually a 10 x 10 corner booth. Yet, staff brings it to every meeting and tries to make it fit with no success. Pina would like to eliminate the banner and replace it with a sign (same words) on an easel. How does the committee feel about this?

ACTION ITEM: The JMC agreed to eliminate the banner that was in the coffee area in exhibits.

10. Financial Projections. The most up to date financial projections for the San Francisco meeting was attached. (**Attachment #5**)

11. Daycare. Arrangements have been made to hold the daycare in a complimentary suite at the Marriott. The estimated expenses are reported in the attachment, as is the income. The JMC was asked if they would like to change the registration fees. (**Attachment #6**)

ACTION ITEM: The JMC agreed that the registration fees for daycare should not increase for the 2010 JMM.

12. Grad School Fair. The third annual Grad School Fair will take place at the 2010 JMM, co-sponsored by AMS and MAA. A summary of the costs for this event was attached. (**Attachment #7**).

13. Career Fair. Plans were made by the MAA to hold a Career Fair at the 2009 JMM; however it was cancelled at the last minute. MAA was asked if they have plans to hold a Career Fair at the 2010 JMM.

Pearson stated that a decision will be made by September if the Career Fair will be held at the 2010 JMM.

Future Meetings

B. January 5-8, 2011, Wed.-Sat., New Orleans, LA (Weintraub/Venema)

Status Report. Pina re-negotiated with JW Marriott and was successful in getting the entire third floor of meeting space, including the Ile de France Grand Ballroom, for the meeting. This gives us an additional 9,375 square feet of meeting space. Pina added 100 sleeping rooms on peak to the sleeping block in order to get the meeting space free. The sleeping room rate was also re-negotiated to be \$10 less than that of the New Orleans Marriott, to be determined.

C. January 4-7, 2012, Wed.-Sat., Boston, MA (Lapidus/Venema)

Status Report. There are no changes to date.

D. January 9-12, 2013, Wed.-Sat., San Diego, CA (Benkart/Venema)

Status Report. There are no changes to date.

E. January 15-18, 2014, Wed-Sat., Baltimore, MD (Miller/Venema)

Status Report. Pina and Salter will visit the Hilton Baltimore sometime this year to look at meeting space and decide if any can be released.

F. January 10-13, 2015, Sat-Tues., San Antonio, TX (Weintraub/Venema)

Status Report. There are no changes to date.

G. January 6-9, 2016, Wed-Sat., Seattle, WA (Lapidus/Venema)

Status Report. Pina is engaged in final contract negotiations for the 2016 JMM in Seattle. A summary of these negotiations is as follows:

1. The dates of this meeting are January 6 – 9, 2016 (Wed – Sat).
2. The meeting will be held at the Washington State Convention & Trade Center (“Center”) with the Sheraton Seattle Hotel as the headquarters hotel (located .5 blocks from the center).
3. We are holding 258,000 sq. ft. of space at the Center at a **2016 total rental of \$63,380** which includes a discount of approximately \$20,000. This rental covers the rooms, the room set and several other meeting and event related services, equipment and amenities, e.g. there are no room set fees, overnight room conversion fees or room refresh fees. The Center sets the rooms to JMM specs, including tables, chairs, podium, lectern, easels, linen, pads, pens, candy dishes, head table and attendee water service.

The rental does not cover the required or jurisdictional event specific staffing such as badge checkers and access control (AA's), loading dock transportation attendants (TA's) or emergency medical staffing (EMT's). If we were meeting in Seattle in 2010, the additional cost for this additional staffing would cost approximately \$2,500 per day or a total of \$15,000, inclusive of move-in and move-out. The caveat under the Convention Rate is that the \$15,000 is only an estimate and no guarantee. The actual event dictates the amount of staff, the hours, etc. Plus, the labor rate in 2016 will most certainly be higher than it is now. Thus, this could be a costly additional expense for the meeting in 2016.

However, the Center offers an Executive Rate as an option where for an additional set amount, nearly all additional staffing, equipment, and services is included and locked in. If labor rates go up, there is no additional charge to the 2016 JMM. **Pina negotiated for a 2005 Executive Rate Schedule of \$17,000.** This gives us the ability to budget in advance without having to worry about “hidden charges”.

4. We are holding 1000 sleeping rooms on peak at the Sheraton at a 2009 rate of \$135 single/double and \$120 student single/double which will increase no more than 3% per year. We are also holding 74,000 square feet of meeting space, complimentary.

Pina stated that Seattle has been signed for the 2016 JMM.

H. January 4-7, 2017, Wed-Sat., Atlanta, GA (Benkart/Venema)

Pina successfully completed contract negotiations for the 2017 JMM and per the JMC and with the approval of the MAA BOG and the AMS Secretariat, signed contracts for

the Atlanta Marriott Marquis, Hyatt Regency Atlanta, and Atlanta Hilton Georgia. A summary of these negotiations is as follows:

1. The dates of this meeting are January 4-7, 2017.
2. This meeting was negotiated as a package with the Marriott Marquis and the Hyatt Regency Atlanta as the co-headquarters hotels and the Atlanta Hilton as the overflow hotel. This agreement is contingent upon one covered/heated walkway connecting the Hilton to the Marriott and another one connecting the Hyatt to the Marriott being up and fully operational at the time of the 2017 JMM. We are holding 180,000 sq. ft. of meeting space at the Hyatt, 160,000 sq. ft. of space at the Marriott, and 36,000 square feet of space at the Hilton; thus giving the JMM ample room for growth.
3. We are holding a total of 2600 sleeping rooms on peak night and have confirmed 2017 rates of \$175 single/double and \$140 student single/double at the Marriott and Hyatt and confirmed 2017 two-tiered rates of \$139 single/double and \$149 single/double at the Hilton.

Pina handed out pictures of the bridge between the Hilton and Marriott.

II. OLD BUSINESS

A. Minutes

Washington, DC. The minutes of the JMC meeting held January 2009 in Washington had been distributed separately and formal approval of the minutes was requested. (**Attachment #8**)

ACTION ITEM: The minutes of the JMC meeting held January 2009 in Washington were formally approved.

B. Washington Cleanup.

1. Questionnaire. The results of the participant survey from the January 2009 JMM in Washington and a summary of the essay questions was attached. (**Attachment #9**) The full set of responses to the survey that was sent to participants of the 2009 JMM is located on the following web site:
http://www.surveymonkey.com/sr.aspx?sm=4pCZ5FEJG_2bS6Yv4GOu1IXv6_2fQKtALWic0Au1DJPvOM_3d

There were suggestions to streamline the survey by separating the questionnaire by mathematicians and students so that the results would be more accurate.

2. Financial Report. The latest set of projections for Washington was attached. (**Attachment #10**)

III. NEW BUSINESS

A. Joint Mathematics Meetings Contract Review

The contract governing the Joint Meeting was last reviewed and updated in 1998. The most recent copy was attached. The committee was asked to review and possibly update the contract, where necessary.

The MAA suggested that they would like to be a co signer on contracts for hotels and convention centers. (**Attachment #11**)

Straley suggested that the MAA would like to have Bryan Lane go to the final site visit for the JMM.

ACTION ITEM: McClure and Straley will handle the JMC contract negotiations and updates.

B. Mass Mailing

The committee was asked to discuss mass e-mailings to members concerning the JMM meeting. The committee was asked if they would like to set a policy on when mass mailings are acceptable and under what terms. The JMC agreed that the JMM logo should not be used on emails that are sent by the MAA.

Maycock stated that per the Council, the AMS cannot send out any mass e-mailings to all its members. Straley stated that the MAA will be sending mass e-mailings that contain the JMM logo to its members inviting them to the JMM meeting and assured the JMC that it will be clear that the invitation is coming solely from the MAA.

IV. DATES AND LOCATIONS OF FUTURE JMC MEETINGS

A. San Francisco, CA

The committee will meet Saturday, January 16, 2010, at 7:30 a.m. in San Francisco, CA.

V. FOR INFORMATION ONLY

A. Committee Membership

For the convenience of the committee, a current list of committee members, guests and staff, including addresses and other contact information, was attached. (**Attachment #12**)