

MINUTES

AMS-MAA JOINT MEETINGS COMMITTEE

7:30 a.m., Saturday, January 16, 2010

Foothills J Room, Marriott San Francisco
San Francisco, California

Present were: Robert J. Daverman, Donald E. McClure, Tina H. Straley and Gerard Venema.

Also present were Michael Pearson (MAA Associate Executive Director, Director of Programs & Services), Barbara Faires (MAA Secretary elect), Ellen J. Maycock (AMS Associate Executive Director), Matthew Miller (AMS Associate Secretary), Donna Salter (AMS Meetings Supervisor), Penny Pina (AMS Director of Meetings & Conferences), Steve Weintraub (AMS Associate Secretary) and Carolyn Marshall (AMS staff support).

The chair for 2010 is the AMS Secretary, Robert J. Daverman.

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, (c) geographical data on JMM participants. (**Attachment #1**) *For Information*.

OPEN SESSION

I. SAN FRANCISCO, CA, JANUARY 13-16, 2010 (Wed-Sat) (Miller/Venema)

A. Scientific Program

1. AMS Scientific Program. Miller reported on the AMS scientific program. There were 42 special sessions and 484 contributed paper sessions.
2. MAA Scientific Program. Venema reported on the MAA scientific program. The new invited paper sessions were popular. The timing of the student lecture needs to be reviewed.

B. Registration Statistics

1. Pre-registrations received as of December 10, 2009. As of December 10, 2009, there were 4243 total registrations.
2. On-site Registration. Salter stated that there were 760 onsite registrations. In comparison for Washington there were 619 registrations onsite and for San Diego there were 803 registrations onsite.

Salter reported that there were 5786 total registrations. For Washington there were 5845.

3. Registration Fee Waivers and Reductions. A list of waivers and reductions was attached. (**Attachment #2**)

C. Mailing of Badges and Programs. Of the 2945 mathematicians who were eligible, a total of 2502 opted to receive their badges and programs by mail in advance of the meeting (85%).

D. Survey

SurveyMonkey was used again for the JMM participant survey which was activated at the start of the meeting. Salter will report on the number of surveys completed at this point in the meeting. However, it is expected that the bulk of the responses will occur after the meeting. Email will be sent to all participants after the meeting encouraging them to complete the survey. Suggestions from the committee on topics for future surveys are welcome. There will be a final report at the summer JMC meeting. A link was available that enabled any member of the committee to see the results directly. Pina passed out copies of the survey.

E. Comments and/or Complaints. Salter reported that there were no entries on the Comments and Complaints Log at the registration desk.

F. Participant Services

- a. Committee Schedules by Email. Individual committee schedules for the San Francisco meeting were sent by email. As of December 10, 2009, there were 87 meetings scheduled (16 AMS, 7 Joint, 64 MAA) By comparison, for Washington there were 82 meetings scheduled (14 AMS, 7 Joint, 61 MAA).
- b. Colloquium Notes on Web. In an effort to reduce our ecological footprint and printing costs a link to a pdf copy of the Colloquium Lecture notes was posted again on the web before the meeting as opposed to shipping hundreds of copies to the meeting. Participants were notified of this change via the memo in the mailing, program booklet, hotel handouts and meeting newsletters.
- c. Welcome Flyers Distributed in Hotels. Welcome flyers prepared by staff were distributed to all JMM participants when they checked into all of the meeting hotels. Pina passed out copies of these flyers.

The welcome letter was helpful and the onsite local information was good.

- d. Detailed List of ADA Services included in Program. A detailed list of services available for participants with disabilities was included in the program. A copy of this list was attached. (**Attachment #3**)

Questions were brought up about how much responsibility does the JMM have with ADA requests for special situations. Should we provide wheelchairs? Is there a liability issue?

ACTION ITEM: DOMC to research liability issues with regards to ADA services, particularly wheelchairs.

II. NEW ORLEANS, LA, JANUARY 5-8, 2011, (Wed.-Sat.) (Weintraub/Venema)

A. JMM Program

1. AMS Scientific Program. Weintraub reported on the AMS scientific program.

Will there be a Retiring Presidential Address?

George Andrews will not give an address in 2011 but is expected to give one in 2012.

2. MAA Scientific Program. Venema reported on the MAA scientific program.

Will there be a Retiring Presidential Address?

Joe Gallian will give an address in 2011.

B. Meeting Announcements in *Focus*, *Notices*, and on the Web

The first announcement will appear in the October issues of *Focus* and *Notices*, and the Web version will appear in September. The deadline for all information for the October issue was July 1, 2010.

C. Room Blocks/Rates

The following are the confirmed rates for all contracted hotels for 2011:
New Orleans Marriott Hotel (co-headquarters), Sheraton New Orleans Hotel (co-headquarters), JW Marriott, and Astor Crowne Plaza.

Marriott	\$158.00 single/\$168.00 double \$120.00 students single/double	
Sheraton	Main house \$158.00 single/\$178.00 double \$120.00 students single/double	Club \$189.00 single/\$199.00 double
JW Marriott	\$148.00/158.00 single/double	
Astor Crowne Plaza	\$119.00 single/double \$109.00 students single/double	

Student rooms will represent 10% of the hotel block.

Additional rooms were added at the JW Marriott to get more meeting space. A block of rooms were also added at the Astor Crowne Plaza (on same street) to finalize the citywide room block.

D. Pre-Con Visit

There will be a pre-con visit to New Orleans, Louisiana in early March.

END OF OPEN SESSION

10 MINUTE BREAK

III. EXECUTIVE SESSION

A. New Orleans, LA (continued)

1. Duties of the Executive Directors

The following items will need to be completed over the next several months in accordance with the Joint Meetings Contract. The AMS Director of Meetings and Conferences will be reminding the Executive Directors that they are due.

- a. Exchange of Certificates of Insurance.
- b. Approve rates for advertising in the program.
- c. Approve hourly rates for MCD and other AMS departments to include the indirect costs.
- d. Approve exhibit fees.
- e. Designate recipients of registration lists.
- f. Decide on special promotions and costs.

ACTION ITEM: DOMC to look at options at other properties for space for the undergraduate poster session.

2. Block Schedule. A standard block schedule reflecting the current status of the New Orleans, LA program was attached for review. (**Attachment #4**)

IV. FUTURE LOCATIONS

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

Status Report. There were no changes to date.

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

Status Report. There were no changes to date.

C. 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.

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

Status Report. There were no changes to date

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

Status Report. Pina is negotiating with the Westin Seattle to add them as an overflow hotel with confirmed 2016 rates of \$140.00 single/double, and \$104.00 single/double student.

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

Status Report. There are no changes to date.

G. Future Sites

San Diego submitted a proposal to be considered for the 2018 Joint Mathematics Meetings. In summary, they are proposing a package that includes:

- Meeting dates Sunday – Wednesday, January 7 – 10, 2018;
- the same space and license fee at the San Diego Convention Center as what we will use and pay in 2013; i.e. the 2013 rate of \$113,600 is confirmed for 2018. This includes a food and beverage discount based on a guarantee of \$20,000 in food and beverage and an audiovisual waiver based on a guarantee of \$40,000 in audiovisual;
- the San Diego Marriott Hotel & Marina as headquarters with a block of 1100 sleeping rooms and all meeting space (same as 2013) with a 3% annual increase over 2013 sleeping room rates, which approximates 2018 rates to be \$214 single/double city view, \$230 single/double bay view; or
- the Manchester Grand Hyatt as headquarters with meeting space to be determined and a block of 1000 sleeping rooms with a 3% annual increase over a quoted sleeping room rate of \$199 single/double, which approximates 2018 rates to be \$259 single/double; or
- the Hilton Bayfront as headquarters with meeting space to be determined and a block of 1000 sleeping rooms with a 3% annual increase over a quoted sleeping room rate of \$199 single/double, which approximates 2018 rates to be \$259 single/double.

For your reference, we met in San Diego in 1997, 2002, 2008, and are scheduled to meet there in 2013. Since they seem to fall into an unofficial rotation every 5 or 6 years, would the committee like to consider this proposal and authorize Pina to begin negotiations with the expectation of signing by mid or late February, 2010? Note that consideration of the Hyatt or Hilton would require a site visit. Pina passed out copies of a map of the area.

ACTION ITEMS: The JMC agreed that wireless information should include a disclaimer in all materials that are available to participants.

The JMC approved signing San Diego for the 2018 Joint Mathematics Meetings based on negotiations by the DOMC.

V. OLD BUSINESS**A. Minutes**

San Francisco, CA. The minutes of the JMC meeting held April 30, 2009 in Providence, R.I. was attached and formal approval was requested. (**Attachment #5**)

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

B. Other Organizations

A list of organizations approved by the DOMC was attached. (**Attachment #6**)

C. Revenue Reports

1. Exhibits Revenue

- a. As of December 7, 2009, revenue from exhibits totaled \$166,807.60. A report on exhibit sales was attached; there are nine new exhibitors in 2010, as noted. (**Attachment #7a**) Joint Books and Journals exhibit revenue as of that same date was \$300.00. (**Attachment #7b**) The total gross revenue from this project was \$167,107.60 versus \$188,430.00 budgeted.

A list of free or discounted booths and/or tables granted was also attached. (**Attachment #8**)

- b. It should be noted that the exhibits revenue for this year includes revenue from the AMS and MAA booths in the amount of \$36,945.00, so the total revenue for comparative purposes was \$129,862.60. Total exhibits revenue in Washington (not including the AMS and MAA booths) was \$138,645.80 and in San Diego (not including the AMS and MAA booths) was \$140,369.50

The exhibitors who exhibited in 2009 who did not exhibit (as of December 7, 2009) in 2010 are: Fit to a Tee, Glass Geometry, Helaman Ferguson, Integre Technical Publishing, JEM Thematic Network, Kadon Enterprises Inc, Kappa Mu Epsilon, Mathematicians Against Free Trade, Matrix Editions, Math Alive & Applied, MathType by Design Science, Michael Cherry, Council of the National Academies, Nat's Knots, Powells Technical Books, Sage Free Open Source Mathematical Software, Mathematics for Teachers, TeX Users Group, ThinkFun Inc./Binary Art, Wholemovement Geometry, xyAlgebra The majority of them did not exhibit because of budgetary or location restrictions.

2. Advertising Revenue

a. Advertising in the Program

A total of \$31,822.00 was budgeted for advertising revenue from the program. As of December 10, 2009 the anticipated revenues totaled \$22,992.50.

b. Badge and Program Mailing

A total of \$5,704.00 was budgeted for flyers for the badge and program mailing. Eight exhibitors and others paid for flyers in the badge and program mailing for total revenues of \$5,704.00. A report on the contents of the mailing was attached. (**Attachment #9**)

There were three companies that included flyers last year but not this year due to budgetary restrictions.

c. Newsletter

A total of \$306.00 was budgeted for advertising in the newsletter. As of December 7, 2009, the anticipated revenues totaled \$250.00.

3. JMM Sponsorship Program

A total of \$11,000.00 was budgeted for sponsorships. Nine exhibitors paid for Sponsorships for a total of \$33,050.00. (**Attachment #10**) For comparison there was \$21,754.00 in revenue for Washington with seven exhibitors.

4. Miscellaneous Revenue

a. Mailing Lists

A total of \$945.00 was paid for mailing lists in advance of the meeting. Attached was a report of mailing lists sold for this meeting. (**Attachment #11**)

b. Room Rental

Eight commercial groups paid a total of \$6,145.00 to use JMM meeting space in the hotel and convention center.

D. Exhibits

Exhibits Advisory Subcommittee in San Francisco

The DOMC shall serve as the Chair each year. The subcommittee met earlier this week. Pina gave an oral report on the ideas discussed at this meeting.

Pina reported that exhibitors liked the space and were pleased with the traffic in exhibits.

E. JMM Budget Projections

The JMC budget projections attached reflect San Francisco 2010 and New Orleans 2011 as of October 30, 2009. New Orleans 2011 projections will be revised again in the Spring before the AMS and MAA receive the final budget. (**Attachment #12 A-B**).

F. ADA Compliance

The DOMC will continue to keep monies in the budget for future requests.

G. Child Care at the JMM in San Francisco, CA and New Orleans, LA

Pina reported on the child care for San Francisco, CA. At the summer meeting Pina will report on the child care income. The JMC was asked if they wish to discuss future child care for the New Orleans JMM.

Pina reported that the attendance increased from that of Washington DC.

ACTION ITEM: The JMC approved to continue child care services in New Orleans.

H. "Green" JMM Campaign

The DOMC continues to emphasize the importance of reducing the environmental impact of this meeting. A list of the eco-friendly efforts made at this meeting was included in the program. A copy of this page was attached. (**Attachment #13**)

VI. NEW BUSINESS

A. AWM Anniversary

AWM will celebrate its fortieth anniversary in 2011. In honor of this special event, AWM requests to hold several activities in addition to its customary ones at the Joint Mathematics Meetings in New Orleans. All the special activities will be open to the entire mathematics community. The committee was asked to consider their attached proposal. (**Attachment #14**)

ACTION ITEM: The JMC approved the AWM proposal subject to space availability in the JW Marriott and the Astor Crowne Plaza. The DOMC will look at the space in March 2010. AWM should be warned that they will not be in the two main hotels.

B. Reception for the Porter Lecture

In 2009, the reception for the AMS Banquet was converted to a reception associated with the Porter Lecture. That was not possible this year because of the change in time for the Porter Lecture and the JMC voted to return the reception to its traditional time. However, a reception for the Porter Lecture was not discussed. Venema scheduled a reception to follow the lecture this year and the expenses for the refreshments will be jointly shared. The committee was asked if they would like to establish a rule for this reception at future meetings.

ACTION ITEM: The JMC agreed that the response for this lecture at this JMM meeting will determine if the lecture will continue for future JMM meetings. The Porters will be consulted about whether or not they want to sponsor refreshments after the lecture, if there is one.

Career Fair (not on agenda)

ACTION ITEM: The JMC agreed to remove the Career Fair from the JMM block schedule.

VII. DATES AND LOCATIONS OF FUTURE JMC MEETINGS

A. Summer 2010

The DOMC would like to hold a summer JMC meeting. The JMC was asked if they wish to meet this summer. If yes, the DOMC will look into dates for 2010. The JMC was asked if they should meet in Washington this year.

ACTION ITEM: The JMC would like to meet in Washington in early June 2010. The DOMC will look for dates.

B. New Orleans, LA, 2011

The committee will meet Saturday, January 8, 2011, at 7:30 a.m. in New Orleans, LA.

ACTION ITEM: The committee agreed to meet at 8:00 a.m. in New Orleans, LA instead of 7:30 a.m.

VIII. FOR INFORMATION ONLY

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 #15**)