

MINUTES

AMS-MAA JOINT MEETINGS COMMITTEE

9:00 a.m., Monday, June 30, 2008
Mathematical Association of America
Washington, DC

EXECUTIVE SESSION

The chair for 2008 is the AMS Secretary, Robert J. Daverman.

Present were: Robert J. Daverman, John H. Ewing, Penny Pina, Tina H. Straley and James J. Tattersall.

Also present were Ellen J. Maycock (AMS Associate Executive Director), J. Michael Pearson (MAA Associate Executive Director, Director of Programs & Services), Gerard A. Venema (MAA Associate Secretary-Elect) and Gina Alsfeld (AMS Support Staff).

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 San Diego figures, (c) Geographical data on JMM participants with final San Diego figures. (d) AMS & MAA Session/Speaker Counts/Abstracts. (e) JMM registrations. (**Attachment #1**)

I. FUTURE JOINT MATHEMATICS MEETINGS

A. January 5-8, 2009, Mon.-Thur., Washington, DC (Russo/Tattersall)

1. Joint Program Committee. The Joint Program Committee consists of Joseph Gallian, University of Minnesota Duluth and Daniel H. Ullman, George Washington University as the MAA representatives and Ronald R. Coifman, Yale University and Gregory F. Lawler, University of Chicago 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)
- f. Decide on special promotions and costs. (Time spent on web only)

3. Program.

- a. Joint Speaker. Douglas N. Arnold and Maryam Mirzakhani have accepted an invitation to deliver the AMS-MAA Invited Address in Washington.

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

ACTION ITEMS: DOMC to contact hotel to see if the MAA Student Lecture room will be available from noon to 1:00pm for setup only

The JMC approved the following changes to the block schedule:
6:00pm to 7:00pm-AMS-MAA-SIAM Gerald and Judith Porter Public
Lecture
7:00pm to 7:45pm-AMS-MAA-SIAM Joint Reception
7:45pm to 10:00pm-AMS Banquet

4. Registration Fees. The approved registration rates are listed below.

<u>Registration Category</u>	<u>By Dec.15</u>	<u>at Meeting</u>
Member of AMS, ASL, CMS, MAA, SIAM	\$216	\$282
Nonmember	335	435
Graduate Student	44	54
Undergraduate Student	23	29
High School Student	5	10
Unemployed	43	53
Temporarily Employed	174	202
Developing Countries Special Rate	43	53
Emeritus Member of AMS or MAA	43	53
High School Teacher	43	53
Librarian	43	53
Nonmathematician Guest	15	15
One-day Member (at meeting only)	N/A	154
One-day Nonmember (at meeting only)	N/A	240

ACTION ITEMS: The JMC approved raising the Undergraduate registration fee from \$23.00 to \$30.00 by the deadline and from \$29.00 to \$40.00 at the meeting.

The JMC will review all registration fee categories at the January JMC meeting and adjust the fees accordingly, preferably by percentage. DOMC to give a proposal.

5. Hotels. Listed below was the current status of the room block for Washington DC including all properties.

Marriott Wardman Park Hotel	\$150.00 single/double
Omni Shoreham Hotel	\$150.00 single/double
Hilton Washington	\$109.00 single/double & \$119.00 single/double (2-tiered rates)

6. Meeting Announcements in Focus, Notices, and on the Web. The first announcement for Washington will appear in the October issues of *Focus* and *Notices* and the live web version will appear in September. The deadline for all information for the October issue is July 1. For Washington, a preliminary listing of all housing, registration, travel and local information was 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 actually register or obtain housing will go live in September.

7. Exhibits. Washington, DC Exhibit Sales. A report on exhibit sales to date was attached. (**Attachment #3**)

8. Sponsor Program. To date we have the following sponsors:

Elsevier – Pens	\$2,000
MacKichan – Daily Scheduler	\$2,000
Pearson – Lanyards	\$2,000
Springer – Email lab	\$5,377
Taylor & Francis – Bags	\$3,000
W.H. Freeman – Note Pads	\$2,000

Total \$16,377

These sponsors were again offered first selection of exhibit booth space.

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. One of the concessions that the hotel gave us for changing the dates of this meeting was continuous complimentary coffee and tea service in the exhibits. Therefore there is no cost for coffee this year and coffee break hours will not be posted. Due to space restrictions, the banner will not be hung this year. (**Attachment #4**)

10. Financial Projections. The most up to date financial projections for the Washington 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 were reported in the attachment, as was the income. The JMC was asked if they wish to change the registration fees. (**Attachment #6**)

ACTION ITEM: The JMC approved raising the registration fee for daycare to \$10.00 for regular participants and \$8.00 for graduate students for the 2009 JMM in Washington.

12. Grad School Fair. The second annual Grad School Fair will take place at the 2009 JMM, co-sponsored by AMS and MAA. A few amenities will be offered this year and therefore the price, per table, will need to be decided based on costs. A review of costs and possible prices was attached. (**Attachment #7**)

ACTION ITEM: The JMC approved that the fee per table at the Grad School Fair will be \$50.00. The JMC also approved coffee service for the Grad School Fair.

Items not on agenda

DOMC reported that shuttle service between the Marriott and the Omni hotels for four days would cost \$4400.00.

DOMC reported that there will not be a Math on the Web pavilion at the JMM in Washington.

ACTION ITEMS: The JMC approved the listing of rooms on the web for the JMM program. DOMC to contact the programming department to see how this can be completed.

DOMC to research the cost of different color (pastel) badges that can be used for the JMM.

On Wednesday, day 3 of the JMM in Washington the MAA will hold an afternoon reception at their headquarters. Straley will confirm the time at a later date.

The AMS was given money by an anonymous donor. Ewing announced that there will be a \$1000.00 gift to be given at the Art Exhibit being held at the JMM in Washington. The art will be judged and there will be a first prize of \$500.00, second prize of \$300.00 and third prize of \$200.00. DOMC to organize the logistics. AMS and MAA will each choose two judges.

DOMC to contact the Marriott and Omni to see if we can negotiate with a cab company to transport participants who have trouble getting around between the two hotels for the 2009 JMM Washington. DOMC to work out the logistics at the desk.

DOMC to notify Pearson on the number of 2009 JMM Washington flyers they need.

Future Meetings

Pina checked the status of all future contracted sites.

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

1. Status Report. The committee agreed to move the dates up by one week to accommodate IDG World Expo's need for our space in Moscone West for the 2010 MacWorld Expo. This agreement was based on concessions offered by IDG World Expo and Marriott Hotels and pending a site visit to be conducted by Pina and Salter.

Pina reported on the results of that visit.

-Council and Board of Governors will be at Moscone West.

-The Marriott will regulate the elevators and escalators to control the entrance to the AMS Banquet and Reception.

-The Marriott will provide temporary walls, as needed, around the AMS Banquet.

-GES is the decorator for IDG World Expo and will be decorating the rooms for the Council and Board of Governors.

-IDG World Expo will be paying for the extra costs involved with three resets.

-The Moscone West assured us that their catering and service will be excellent.

2. Civil Rights Legislation. Letters were sent to the Governor of California, the Mayor of San Francisco and the San Francisco Convention and Visitors Bureau in May 2004. No response has been received.

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

1. Status Report. A contract for additional meeting space was signed with the JW Marriott. This will allow the mini courses to be held at the JW. The ballroom in the JW is not available. Therefore some shuffling of space will be made in the New Orleans Marriott in order to place the poster sessions, Career Fair and Grad Student Fair there.
2. Civil Rights Legislation. Letters were sent to the Governor of Louisiana, the Mayor of New Orleans and the New Orleans Metropolitan Convention and Visitors Bureau in May 2004. A response was received from the Governor and the New Orleans Metropolitan Convention and Visitors Bureau.

ACTION ITEM: Friedlander will be stepping down as Associate Secretary when her current term ends in January 2010. Weintraub will be the Associate Secretary for the 2011 JMM in New Orleans.

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

Status Report.

Space: There were some renovations made in the Hynes Convention Center and as a result, we lost 3 meeting rooms. So, Pina and Salter conducted a site visit in May to determine if there are any potential problems.

All sessions and events on the JMM block schedule that had been preliminarily placed in the Hynes will still fit (leaving one room not assigned) and the rental of the center was reduced by \$2,755.

However, there is almost no room for growth of the meeting. If we receive proposals from other organizations or groups asking to be placed on the scientific program, or if there are new types of sessions that develop on the AMS or MAA programs, it is likely they will have to take place in the Sheraton, or some AMS and/or MAA sessions will have to move there. Another possibility is to put some sessions in the Marriott. However, access to the Marriott is past the Sheraton, through a mall, and across the street via covered skywalk (a minimum 5-minute walk, or much longer, depending upon which part of the Hynes you depart from). The Marriott is the venue for the large governance meetings and several social events.

Another potential problem is the placement of the MAA Undergraduate Poster Session, which took up 16,000 square feet of space at the 2008 JMM. We are currently holding a room in the Hynes that has 6900 square feet of space. One option to fix this is to place the other poster sessions, Career Fair, and Grad Student Fair in the Independence Ballroom (4490 square feet) in the Sheraton for days one, two, and three (am only), then on the third afternoon expand into the Grand and Liberty Ballrooms for the undergraduate posters, giving us a total of 16,530 square feet of space.

Hotels: The Omni Parker House offered a firm 2012 rate of \$149.00 single/double (\$129.00 single/double for students) as an overflow hotel for the 2012 meeting. Pina has contracted with them for 150 rooms.

ACTION ITEM: The DOMC will sign a contract with the Hynes to reserve the Veterans Auditorium (additional 26,000 square feet of space) for the 2012 JMM in Boston.

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

Status Report. Contracts for the San Diego Convention Center and the San Diego Marriott Hotel were signed in September 2005. Three additional meeting rooms were picked up at the Marriott to be used for the Minicourses. Additional meeting rooms are still on hold in the new section.

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

Status Report. All meeting space has been held at the Hilton with the agreement that we would release space that we don't need after we have seen the space. Pina and Salter will do a site visit in late September this year after the Hilton opens which is scheduled to be in early September.

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

Status Report. At the January 2006 JMC meeting, the JMC agreed to go to San Antonio for the 2015 meeting based on final contract negotiations. The San Antonio Convention Center will be used for the scientific sessions. The Convention Center agreed that if we signed a contract in the summer of 2007, then they would hold the rate of the Convention Center to the 2006 rate. An agreement has been signed with the San Antonio Convention and Visitors Bureau for the San Antonio Convention Center. Additional meeting rooms over and above what we had in 2006 have been booked with the Convention Center.

A contract has been signed with the Hyatt Regency Hotel, which will be used as the headquarters hotel and is attached to the Convention Center. The room rate estimate has been confirmed and was lower than at the San Antonio Marriott. Space is available at the hotel to move the minicourses to the hotel, if necessary, to gain additional space at the convention center.

H. Future Sites

A new Joint Mathematics Meetings RFP for 2016 was developed in April 2008 to include up to date specifications and requirements for future meetings. This document was also designed to allow for future growth.

It was sent out on May 7, 2008 to a) the Convention & Visitors Bureaus of Atlanta, Dallas, Denver, Ft. Worth, Hawaii, Kansas City, Philadelphia, Salt Lake City, Seattle, Virginia Beach, Disney Resort Destinations and b) our national account representatives of all major hotel chains.

Proposals were received from all of the cities mentioned plus Minneapolis and Phoenix. Ft. Worth did not send in a proposal.

Pina gave a summary of those proposals.

ACTION ITEMS: The JMC agreed that Seattle, Salt Lake City and Atlanta are all viable future sites for the 2016 JMM. DOMC to arrange site visits in the fall of 2008.

The JMC also agreed that Miami may be a potential future site for 2016 or 2017 JMM. DOMC will contact them for a proposal.

II. OLD BUSINESS

A. Minutes

1. San Diego, California. The minutes of the JMC meeting held January 2008 in San Diego had been distributed separately and formal approval of the corrected minutes was requested.

ACTION ITEM: The minutes of the JMC meeting held in January 2008 in San Diego were formally approved. (**Attachment #8**)

2. Business by Email.

Email ballots #1-2009 and #2-2009 were approved by the JMC.

- a. Email Ballot #1- Summer Program for Women in Mathematics (SPWM). On May 20, 2008, the JMC approved a request from the George Washington University's Department of Mathematics to hold their Summer Program for Women in Mathematics reunion at the Washington JMM on Tuesday, Jan. 6 from 1:00 p.m. to 4:00 p.m.
- b. Email Ballot #2- Registration fee Washington. On June 9, 2008, the JMC approved the rate of \$216 for the Pre Registration member fee for the 2009 JMM meeting.

B. San Diego Cleanup.

1. Questionnaire. The results of the participant survey from the January 2008 JMM in San Diego was attached. (**Attachment #9**) The full set of responses to the survey that was sent to participants of the 2008 JMM is found at the web site:
www.surveymonkey.com/sr.aspx?sm=LBPcbYYoyBMO9R7xKJN5cwxjD0JxyMa9bhtnzOd9TNO_3d

There were over 1500 questionnaires completed for the 2008 JMM in San Diego using survey monkey for the first time. For the 2007 JMM in New Orleans there were over 300 questionnaires completed using the paper questionnaire.

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

III. NEW BUSINESS

IV. DATES AND LOCATIONS OF FUTURE JMC MEETINGS

A. Washington, DC

The committee will meet Thursday, Day 4, January 8, 2009, at 7:30 a.m. in Washington, DC.

ACTION ITEM: The committee approved meeting on Thursday, Day 4, January 8, 2009 at 7:30 a.m. in Washington, DC.

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 #11**)