



**EUROPEAN  
STRUCTURAL  
INTEGRITY SOCIETY**

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## **ESIS Executive Committee Meeting**

**Rome, Italy**

**6<sup>th</sup> March 2015**

### **MINUTES**

**Present:** Leslie Banks-Sills, Bamber Blackman, Per Stahle, Zhiliang Zhang, Valery Shlyannikov, Aleksandar Sedmak, Francesco Iacoviello, Guiseppe Ferro

1. Welcome, Leslie Banks-Sills  
LBS opened the meeting at 09.30 and thanked all ExCo members for coming and Francesco Iacoviello for making all the local arrangements.
2. Minutes of last meeting, Leslie Banks-Sills  
The minutes of the last ExCo meeting were approved.
3. Actions from last meeting, Leslie Banks-Sills:  
Actions had been carried over from the previous two meeting for discussion.

**A (Sept 11)-6 Investigate whether copyright of Kazan ECF19 publications can be transferred to ESIS and agreed in the MoU.**

**RG**

Completed. This had been agreed.

**A (Sept 11)-21 Details of the TC9 Dresden meeting to be sent to WB.**

**LBS**

Not completed. LBS to write to Wolfgang Brocks to enquire about this.

**A (Aug 12)-2 Working group to prepare ECF conference guidelines for ECF 20**

**JP, DK, ZZ, RG**

- a. Completed. There had been no written guidelines at ECF19. ZZ reported that an MoU was written for ECF20 and that was sufficient.

- b. Looking ahead to ECF21, a new MoU would be needed. On main agenda (item 19).

**A (Aug 12)-3 Working group to develop procedures for ESIS support of scientists** **PS, AS, FI**

Completed. On main agenda (item 20).

**A (Feb 13)-3 Treasurer (GF) to contact TC chairs to remind them to provide financial statements on the use made of special issue funding.** **GF**

- a. Elsevier pay €5000 to ESIS for each SI (up to 4 per year).
- b. ESIS passed €1,500 on to TCs that generated the SI, on request.
- c. The TCs must provide a financial statement of how the funds were spent.
- d. Some TCs in receipt of funding had not provided statements to ESIS.
- e. LBS is writing to Elsevier to request that payments can be received for up to 5 SIs per year.
- f. Action completed.

**A (Nov 13)-1 Proposal to Council on Associate Member National Groups to be formulated, agreed with ExCo by email, and sent to Council for email vote before ECF20** **LBS**

Completed.

**A (Nov 13)-2 SB/FI to arrange for a notarized translation into English of the ESIS (Society) Registration.** **SB/FI**

Ongoing. FI to follow up.

**A (Nov 13)-3 TJM to determine the maximum duration that ESIS Ltd may remain dormant in the UK, and to inform ExCo.** **TJM**

- a. Completed.
- b. Post meeting note: ESIS Ltd was dissolved on 31/03/15. Written confirmation has been received by BB from Companies House in the UK (via FESI). An unpaid invoice of 240.00 GBP is due to be paid by ESIS to FESI to cover administration cost.
- c. Follow-up: BB to put all wind-up documents in the ExCo Dropbox folder entitled 'ESIS Ltd Dissolution'. GF to settle invoice from FESI.

**A (Nov 13)-4 LBS will draft the briefing document and the text for the changes to statutes that had been agreed, and send for comment to ExCo. The poll will be sent out by 1st Dec and managed by TJM** **LBS/TJM**

Completed.

- A (Nov 13)-5 TJM will contact Elsevier to clarify which special issues the payment had been made for.** **TJM**
- Completed. On main agenda (item 15).
- A (Nov 13)-6 LBS to write to Hugh MacGillivray, expressing appreciation for work done and asking him to coordinate with Y Petrov to hold a TC5 meeting at ECF20, and also to write a short article on TC5 (past and planned activities) for the newsletter by the end of 2013.** **LBS**
- Completed. TC5 has been reactivated and has a new Chairman, Prof Yuri Petrov, St Petersburg State University, Russia.
- A (Nov 13)-7 ZZ to include a discussion on “The Role of ESIS in Structural Integrity Education” (or similar title) in the “How to Teach Fracture Mechanics” workshop at ECF20.** **ZZ**
- Completed.
- A (Nov 13)-8 DK to request ECF19 financial report from V Shlyannikov.** **DK**
- Completed by VS. Post meeting note: the document is in the ExCo Dropbox file ‘ECF19’.
- A (Nov 13)-9 DK to send the ECF18 (DVM) financial report to TJM for archive on ExCo Dropbox.** **DK**
- Ongoing. Post meeting note: no financial report was found in the ExCo Dropbox folder for ECF18.
- A (Nov 13)-10 ZZ to arrange for the ESIS logo to be moved to the top of the ECF20 web site home page.** **ZZ**
- Completed
- A (Nov 13)-11 LBS to write to the ECF20 awards committee, expressing the ExCo view on preference to individuals who have not received an award in the past 6 years.** **LBS**
- Completed
- A (Nov 13)-12 ZZ will send the Griffith and Wohler medals to LBS, and LBS will make copies.** **ZZ/LBS**
- Completed

- A (Nov 13)-13 DK to send template for ESIS Fellows Certificate to ZZ** **DK**  
Completed.
- A (Nov 13)-14 ZZ to arrange for “ESIS: European Structural Integrity Society” to be included in the Procedia Conference Paper template header for ECF 20.** **ZZ**  
Completed.
- A (Nov 13)-16 WB to contact TC chairs for reports, and also remind them to request a room for TC meeting 2 months before the ECF 20 meeting.** **ZZ**  
Completed. On main agenda (item 19) for ECF21.
- A (Nov 13)-17 The Paypal payments balance should be transferred to the ESIS account in Italy.** **SB/GF**  
Ongoing. On main agenda (item 5).
- A (Nov 13)-18 Full discussion on Corporate Membership to be put on agenda for ExCo meeting after ECF20** **TJM**  
Completed.
- A (Nov 13)-19 SB to update his membership list from the ESIS Membership spreadsheet, which is maintained on the ExCo Dropbox.** **SB**  
Completed. On main agenda (item 7).
- A (Nov 13)-20 TJM to write to Emmanuel Gdoutos (ICF14 Chair) to ask for the factual errors on the ICF14 website to be corrected.** **TJM**  
Completed.
- A (Nov 13)-21 LBS to write to David Taplin to confirm the ExCo’s view of the relationship between ESIS and ICF** **LBS**  
Completed. On main agenda (Item 10).
- A (Jul 14)-1 LBS will request the Kazan team to combine some of the special issues to accelerate the process.** **LBS**  
Completed.
- A (Jul 14)-2 ZZ to send a bill to GF for the ESIS support to ECF20** **ZZ**

Completed. On main agenda (item 18).

**A (Jul 14)-3 GF to obtain an ESIS credit card for future circumstances** **GF**

Ongoing. GF to follow up.

**A (Jul 14)-4 DK to send a copy of the ECF19 financial report to TJM for the file** **DK**

Completed. See action A (Nov 13)-8.

4. Report on Statute changes, Leslie Banks-Sills
  - a. In respect of the Statutes on Council voting, the members of ExCo agreed that 'one member one vote' was desirable and there would be a new vote at the next council meeting in Catania.
  - b. A proposal had been made to allow non-voting Associate Members of ESIS.

**A (Mar 15)-1 Document on Statute changes to be written for circulation to ExCo in time for approval by the next council meeting.** **LBS**

5. Treasury Report, progress of audit (2007-2010), Beppe Ferro
  - a. GF reported that the 2007-2010 financial audit would be conducted by Donato Firrao and Angelo Finelli.

**A (Mar 15)-2 Audit for 2007-2010 to be undertaken** **GF**

6. Budget, Beppe Ferro, Leslie Banks-Sills
  - a. It was reported that ESIS was in a strong financial position and the budget over a two year period could be set to allow a decrease in surplus to facilitate continued support for TCs and scientists.
  - b. Income was predicted to be €60,000 (€40,000 from Elsevier for special issues, €10,000 from conference fees and €10,000 from membership fees).
  - c. Expenditure was predicted to be €70,000 (€12,000 support for TCs, €7,500 ExCo meetings, €2,500 working groups, €8,000 web site, €30,000 support for scientists to attend ECF meeting, €10,000 contingency.) Potential increased expenditure on videoing conference plenaries (main agenda item 14) could add a further €10,000 to expenditure.
7. Membership, Bamber Blackman
  - a. BB reported that he had inherited a well-developed spreadsheet from the previous secretary, James Marrow, detailing membership as of 2014. Due to the different ways in which memberships are paid, e.g. via National Affiliations, membership numbers are always historic.
  - b. As of 2014, ESIS had 516 members. The top seven countries by ESIS membership numbers were: Spain (75), Poland (66), Serbia (51), UK (50), Russia (41), Ukraine (35), and Israel (34).
  - c. There was a discussion about the distribution of membership across Europe and the small number of French members was noted. AS was

actively working on increasing French membership of ESIS. German membership had fallen significantly since BAM stopped collecting fees for ESIS. Greece had withdrawn from ESIS in 2010, reducing their current participation to zero.

**A (Mar 15)-3 An up-to-date list of the email addresses for ESIS communications to be produced.** **BB**

8. Sponsorship of meetings, Leslie Banks-Sills
  - a. LBS confirmed that ESIS would pay €1,500 to TCs for each special issue contributed which could be used to sponsor meetings etc.
9. ASTM Meeting, Zhiliang Zhang
  - a. LBS reported that there was to be an ASTM/ESIS meeting in the USA.

**A (Mar 15)-4 Stefano Beretta to be asked to bring ZZ up to date with the ESIS/ASTM connection.** **LBS**

- b. There was nothing to report currently on the ASTM/ESIS relationship.
10. ICF, Leslie Banks-Sills
  - a. It was noted that ZZ is on the ICF ExCo and would therefore act as the ESIS/ICF liaison.
  - b. LBS had written to David Taplin about the ESIS/ICF relationship. The letter explained that ESIS would remain separate from ICF and that ESIS would be happy to sponsor ICF and to advertise its meetings etc. It was pointed out that the ESIS biennial meetings would not become ICF inter-quadrennial meetings.
  - c. There was discussion about the frequency of ICF meetings and the ExCo consensus of opinion was that every 4 years was appropriate.
11. TC13-Education and Training, Leslie Banks-Sills
  - a. It was noted that TC13 had been discontinued several years ago.
  - b. It was also noted that at ECF20 there had been two pre-conference days assigned to education and training which had worked well, so the format would be extended to ECF21.
  - c. It was reported that ESIS has received a letter from Ukrainian scientists asking for support.
  - d. There was discussion about whether TC13 should be reinstated. It was proposed that if reformed, then a Ukrainian could be invited to be chairman, with a co-chair from Romania. TC13 would then have responsibility for organizing the two training/education days which would occur immediately before the ECF conferences and in the same location. It was additionally proposed that an education/training event would also be held in the intervening years at a location chosen by a reformed ECF13. Their first task would be to plan the next meeting for TC21 in Catania.

**A (Mar 15)-5 Invitation letters to be written to proposed new leaders of TC13.** **LBS**

12. Polish, Ukraine, German Summer Schools  
This item was discussed together with item 11 and is minuted above.
13. Procedia, Francesco Iacoviello

- a. It was noted that Procedia is a high visibility on-line Elsevier platform on sciencedirect.com for publishing conference papers.
- b. The cost of using Procedia in 2015 was reported to be €4,500 for the 1<sup>st</sup> 75-100 papers followed by €42 per additional paper.
- c. There was discussion about a future agreement between Elsevier and ESIS for Procedia. It was suggested that this could include a fixed fee of €2,000 per issue for the 1<sup>st</sup> 20 papers followed by €30 per additional paper. Each issue would have a minimum of 50 papers implying a minimum cost of €2,900 per issue. ESIS would agree to a minimum of 12 issues over 4 years. It was decided that ESIS would go ahead with Procedia for an initial 2 year trial period. This would be called Procedia Structural Integrity.

**A (Mar 15)-6 ExCo response to be sent to Elsevier about plans with Procedia**

**LBS, FI**

14. TCs –video recording, Francesco Iacoviello

- a. FI described the benefits of video recording presentations at ESIS conferences. After a full discussion it was decided that only plenary sessions would be recorded at ECF21. This would allow the technology to be appraised prior to a decision on committing to the far greater expense of recording the whole conference.

**A (Mar 15)-7 Arrangements to be made for the video recording of ECF21 plenary sessions**

**FI**

15. Elsevier Special Issues, Valery Shlyannikov

- a. VS circulated a list of ESIS special issues from 2011 to present. The numbers of SIs published over the period was 2011 (4), 2012 (2), 2013 (6), 2014 (5), 2015 (1 + further 7 in pipeline).
- b. ZZ confirmed that there would be 4 SIs resulting from ECF20 containing 60 papers in total. Of these, 2 would appear in Engineering Fracture Mechanics, 1 in IJ Fatigue and 1 in IJ Failure Analysis. BB was to send VS details of the SI in preparation by TC4 which is under review in EFM but was not on the list circulated.
- c. Finally it was noted that Karl Heinz Schwalbe would retire as editor of EFM this year.

**A (Mar 15)-8 Details of the TC4 SI to be sent to VS.**

**BB**

16. Blog, Per Stahle

- a. PS reported that he selects papers from EFM for the ESIS blog. It was reported that the blog had received 1800 ‘clickers’ to date.
- b. It was decided that the blog needed to be more widely publicized.

**A (Mar 15)-9 Details of the blog to be emailed out to members with next newsletter**

**BB**

17. Website credentials, Francesco Iacoviello
  - a. The website was discussed and the existence of the search engine was emphasized.
  - b. The access details are: username: esis ; p/w: fracture
18. Financial report from ECF20, Zhiliang Zhang
  - a. ZZ presented the balance sheet from ECF20. There had been a shortfall but this had been covered by the Norwegian Research Council.
  - b. It was also noted that the venue room hire costs had been covered by NTNU.
  - c. ZZ has sent a copy to BB for deposit in the ESIS Dropbox.
19. Report on ECF21 (Catania), Francesco Iacoviello
  - a. It was reported that the proceeding of ECF21 will go into Procedia Engineering.
  - b. It was reported that topics and speakers for the summer school had already been proposed.
  - c. It was reported that topics for special sessions had been selected, and an International Advisory Board had been formed.
  - d. Conference registration fees would be €650 (before 29/2/16) and €700 thereafter. Accompanying persons €100.

**A (Mar 15)-10 MoU for ECF21 to be prepared well in advance of conference.**

**ZZ, FI**

**A (Mar 15)-11 Remind TC chairs for reports, and the need for them to request rooms for TC meetings 2 months before the ECF21 meeting.**

**ZZ, FI**

20. Committee for support (of scientists) at ECF21, Leslie Banks-Sills

**A (Mar 15)-12 Per Stahle, Valery Shlyannikov, Aleksandar Sedmak to manage the ESIS scheme for the support of scientists.**

**PS,VS,AS**

21. Report on ECF22, Aleksandar Sedmak

- a. This item was carried over to the next meeting.

22. Miscellaneous

- a. The matter of corporate membership was to be considered by LBS, supported by FI.

**A (Mar 15)-13 Matter of corporate membership to be considered**

**LBS, FI**

- b. The date of the next meeting was agreed to be 4<sup>th</sup> December 2015 in Catania, Sicily.
- c. The meeting was closed at 16:20 as various members needed to leave.



**Summary of Outstanding Actions (new actions from this meeting at end)**

- A (Sept 11)-21 Details of the TC9 Dresden meeting to be sent to WB. LBS
- A (Nov 13)-2 SB/FI to arrange for a notarized translation into English of the ESIS (Society) Registration. FI
- A (Nov 13)-3 Follow-up: All ESIS Ltd wind-up documents to be put in the ExCo Dropbox folder entitled 'ESIS Ltd Dissolution'. Invoice from FESI to settle. BB, GF
- A (Nov 13)-9 DK to send the ECF18 (DVM) financial report to TJM for archive on ExCo Dropbox. DK, BB
- A (Nov 13)-17 The Paypal payments balance should be transferred to the ESIS account in Italy. SB, GF
- A (Jul 14)-3 GF to obtain an ESIS credit card for future circumstances. GF
- A (Mar 15)-1 Document on Statute changes to be written for circulation to ExCo in time for approval by the next council meeting. LBS
- A (Mar 15)-2 Audit for 2007-2010 to be undertaken GF
- A (Mar 15)-3 An up-to-date list of the email addresses for ESIS communications to be produced. BB
- A (Mar 15)-4 Stefano Beretta to be asked to bring ZZ up to date with the ESIS/ASTM connection. LBS
- A (Mar 15)-5 Invitation letters to be written to proposed new leaders of TC13. LBS
- A (Mar 15)-6 ExCo response to be sent to Elsevier about plans with Procedia LBS, FI
- A (Mar 15)-7 Arrangements to be made for the video recording of ECF21 plenary sessions FI
- A (Mar 15)-8 Details of the TC4 SI to be sent to VS. BB
- A (Mar 15)-9 Details of the blog to be emailed out to members with next newsletter BB
- A (Mar 15)-10 MoU for ECF21 to be prepared well in advance of conference. ZZ, FI
- A (Mar 15)-11 Remind TC chairs for reports, and the need for them to request rooms For TC meetings 2 months before the ECF21 meeting ZZ, FI
- A (Mar 15)-12 Per Stahle, Valery Shlyannikov, Aleksandar Sedmak to manage the ESIS

**scheme for the support of scientists.**

**PS, VS, AS**

**A (Mar 15)-13 Matter of corporate membership to be considered**

**LBS, FI**

**Initials**

LBS	Leslie Banks-Sills
GF	Guiseppe (Beppe) Ferro
BB	Bamber Blackman
ZZ	Zhiliang Zhang
PS	Per Stahle
VS	Valery Shlyannikov
AS	Aleksandar Sedmak
FI	Francesco Iacoviello
JM/TJM	James Marrow
DK	Dietmar Klingbeil
RG	Robert Goldstein
SB	Stefano Beretta
WB	Wolfgang Brocks