

## ICR Governing Board Meeting

August 14, 2020 12:00 – 1:00 pm

### Virtual Meeting

<https://csupueblo.zoom.us/j/510564566>

**ATTENDEES:** Chad Kinney, Timothy Mottet, Nicole Quartiero, Jon Reuter, Maureen Leehey, Sue Sisley, Malik Hasan, Sherard Rogers

### Meeting Agenda:

- I. Welcome (12:00-12:03pm) Dr. Kinney
- II. Approve minutes from 07/10/20: (12:03-12:05pm) Dr. Kinney
  - Motion to approve made by Dr. Hasan; all voted in favor (6)
- III. ICR Conference 2020 Recap (12:05-12:10pm) Dr. Kinney
  - ~260 Attendees
  - Some minor technical difficulties, but overall successful considering pivot to virtual platform.
  - Collecting post-survey evaluation.
  - Sue inquired about registrant behavior (attending live or viewing outside of the conference). ICR will seek this data from ExOrdo (conference platform)
- IV. Cannabis Research Conference 2021 Discussion (12:10-12:25) Dr. Kinney
  - a. Goal – hire conference planners to manage the majority of responsibilities
  - b. Implications of hiring conference planners
    - i. Conference costs will more than double to about \$100,000
    - ii. Increase Registration costs (likely \$300 to \$400 for nonstudents and \$99 to \$150 for students)
    - iii. Will still require programming (presentations) oversight and sponsor/exhibitor recruiting
    - iv. Will require Board commitment to budget \$25,000 in FY22 for conference (as a back up)
    - v. Need prompt action/approval by Board – Planners in place by Mid Oct.
  - c. Increased conference costs can be addressed by:
    - i. Increased conference registration
    - ii. Increased attendees (likely with partnership with GHIC)
    - iii. Increased sponsors/exhibitors
    - iv. Balance from ICR Budget
      - Suggestion made by Drs. Hasan and Leehey to hire a professional conference planner (internal or external)
      - Suggestion to partner with TJU in addition to GHIC for future conferences. Dr. Sisley can help facilitate if needed.
      - Motion to support ICR conference at up to \$25k in FY22, if conference revenue is does not cover all costs, made by Dr. Hasan and all voted in favor (6)
      - ICR Staff will start the bid process and report back.
      - Board expressed concern with increasing registration costs and it was agreed that any cost increases must be very nominal.
- V. By-Laws Review and Discussion (12:25-12:55) Drs. Leehey and Hasan
  - a. Feedback and Discussion on By-Laws
  - b. Motion for any needed revisions
  - c. Approval of By-Laws
    - Drs. Hasan and Leehey provided an overview of current Bylaws draft. They asked for assistance in adding a few sections (e.g., Board Member terms, days after meeting in which minutes are posted, etc.)

- It was suggested to slightly revise the definition of the Governing Board. There was discussion regarding the definition of the ICR and Board respectively. It was agreed that suggested language should be submitted for consideration, but that final document should match statutory language.
- Suggestion to include a connection to the pending operating agreement.
- Dr. Leehey to provide current draft to Nicole to merge with Dr. Kinney's draft and return back to Drs. Leehey and Hasan for final edits.
- Once final, this will be distributed to the Board for final review and voting.

VI. Educational Programs – Initiate Discussion – ***If time allows*** (Dr. Kinney Kinney)

ICR Role with Educational Programs in the absence of a statutory mandate? Some options:

- i. Support curricular development at partner institutions (support: resources, expertise, or other?)
- ii. ICR Develop curricular offerings (e.g. CEUs) and offer through a partner institution (Potential revenue stream and requires initial resource allocation)
- iii. Utilize available offerings under the ICR Branding and offer through partner institution (Likely limited to personnel time)
  - Was not discussed due to time.

VII. Other Business

- Sherard asked if it would be beneficial to have a contact with DEA approval alternative source for cannabis for research. The Board commented on their skepticism of the status of said company, but agreed if legitimate would be beneficial. Sherard to share more as he learns it.

VIII. Public Comment (12:55-1:00pm)

- Kudos were given to Dr. Kinney and the ICR conference team for the virtual meeting. It was shared that the conference is critical with respect to maintaining credibility and stature.

IX. Adjourn

- Motion to adjourn made by Dr. Hasan; all were in favor (6).