



## International Young Physicists' Tournament



### EC Meeting November 2018 – Agenda

2018-11-23 to 2018-11-25, Warsaw

Participants of the EC meeting:

President	Martin Plesch	MP	<a href="mailto:plesch@savba.sk">plesch@savba.sk</a>
Secretary General	Timotheus Hell	TH	<a href="mailto:timhell@gmail.com">timhell@gmail.com</a>
Treasurer	Ilya Martchenko	IM	<a href="mailto:ilya.martchenko@iypt.org">ilya.martchenko@iypt.org</a>
EC Member	Samuel Byland	SB	<a href="mailto:samuel.byland@iypt.org">samuel.byland@iypt.org</a>
EC Member	John Balcombe	JB	<a href="mailto:john@kber.co.uk">john@kber.co.uk</a>

Leszek Gladczuk and Jerzy Antonowicz are present for the first part of finalizing and signing of the contract.

#### Review of the agenda

The agenda is revised and accepted.

IYPT 2019

#### Finalizing and signing of the contract

We start the meeting at 12:00, Warsaw University of Technology, Faculty of Physics, Warsaw

As the contract will be with Warsaw University of Technology any suggested changes have to be discussed with the university's lawyers, the contract will not be signed at this moment.

We agree on some minor corrections (spelling of IYPT, academic titles etc.).

Discussion on deadlines (three months before the tournament): EC suggests two months and details for participants (except for visa relevant information) six weeks before the arrival date.

Payment is discussed – should IYPT make a prepayment for teams to the LOC if the teams have not paid yet? EC will discuss and give information.

The deadlines should be moved away from 4.1.

Number of fight rooms: in case there are 36 teams, 12 fight rooms will be provided, otherwise 11.

Seating capacity for opening ceremony and finals will be increased from 250 to 300 persons.

Exact registration data will be provided by 25<sup>th</sup> of May. If teams change data after that, they might not have their picture in any printed materials or do not get the t-shirt in right size.

Conference room for IOC meeting: Increase from 30 to 40 persons.

Accommodation: Add Riviera as the second dorm. Fix student to shower plus toilet ratio to 6:1. Judging TL stay in the hotel; other TL possibly stay with the teams in the dorm. We suggest upgrading is possible for TL for a fee, downgrading from hotel to dorm should be free.

There should be only single rooms in 6.2.3.

MP and assistant will also come a day before the start of the tournament.

There won't be an option for 'discounted visitors', but anyone can join the competition (look at fights).

EC will come up with a solution concerning providing an official phone number for the contract.

After lunch EC continues discussions without Leszek Gladczuk and Jerzy Antonowicz.

IYPT cannot guarantee a certain number of teams to participate. Possibly IYPT can accept to pay the agreed upon fee for a certain number of teams.

After taking into consideration the LOC's arguments and the current financial situation of the IYPT, the EC decides that the local part of the fees in fiscal year 2018/19 should be set to 1250 Euro per team.

The details for payment are added to the contract and the edits made as discussed before.

Deadlines are discussed (see attached table).

### **Visit to campus & dormitory**

The premises are visited on Friday evening and Saturday morning. Dorms and fightrooms are suitable.

### **Appointment of the EC inspector**

John Balcombe is appointed as the EC inspector.

## IYPT finances

### **General situation**

IM presents the slides he has already sent to EC.

IM will find out the exact rules the IYPT is under regarding accounting (e.g. to what year to book something that was performed in a specific financial year but the invoice or report comes in after the end of the financial year) by 2nd December and will inform EC by that date. We propose to add payments up until 4 months after the end of the fiscal year to that fiscal year if they're related to that fiscal year unless we're not allowed to do it like that.

IM will ask the chapter governors to provide information about expected payments from their chapters by the end of September.

We agree that there is an underspending issue.

IM states that the best forecasts or at least the most accurate forecasts for the next year's income and expenditures of the IYPT should rely on the data from the past years. MP strongly disagrees and prefers to calculate the expenditures based on parameters like location of the IYPT and priorities. IM proposes a contest.

We agree that we want both a stabilisation of the reserves and not change the fee for teams by too much from one year to another - 100 EUR per year is suggested.

Address of the IYPT associating in the bank: IM will make a formal request to fix the problem with our bank by Dec. 24th.

EC members will reply within 1 week to emails (confirming receiving the email and suggesting a deadline for full reaction, if the matter cannot be solved immediately) if that's asked.

### **Financial Report 2016/17**

The meeting continues on the 25th, 9:30 am. Thomas Lindner sent his positive auditor statement including a proposal how to structure the production and auditing of financial reports in the future to the EC on July 30th. IM will follow the suggestions in the future. JB had already given his positive report at the IOC meeting.

### **Financial Report FY 2017/18**

IM provides the financial report for last year. We only spent 57% of the central part of the budget.

MP suggests we pay the organisers in the future the exact fees as mentioned in the contract, even if the payment to us is slightly more or less (e.g. due to bank fees). EC agrees.

IM points out that in the spreadsheet MP had an assistant work on contains many misattributions of payments and asks for the errors to be fixed. The totals are identical in IM's report and the spreadsheet.

IM suggests that the assistant asks for clarifications from the treasurer to clear up any misunderstandings and criticises that MP sent the report directly to the auditors before checking with the treasurer and the EC.

IM already sent the report for FY 2017/18 to the auditors.

MP asks IM to provide in the future a regularly updated Excel file containing the same information as the financial report that will help EC understand the budget situation better. IM proposes to have the assistant help with this work, and offers to help to avoid misattributions of payments. MP puts forward the according motion: 4 votes in favour, 1 abstention.

MP will ask the assistant to investigate the differences between the reports.

IM reiterates that budgets and actuals are not the same things.

### **Budget for the FY 2018/19**

At the last IOC meeting the EC was asked to provide an updated budget and have IOC vote on it via Email. The RoP for IOC do not allow for such a vote via E-Mail.

EC decides to send out the budget to the current IOC members and will start spending according to it.

The budget is based on the one decided by the EC in November 2017 and presented to the IOC at the 2018 IOC meeting, with revisions made according to the budget rules.

IM proposes to make no changes to the expenditures part, but fine-tune the fees collected so that the permanent reserves stay at the 50k Euro that were agreed on by the EC in the past.

### **EC decides to set the fees for the teams to 1400 Euros and the local part to 1250 Euros.**

MP suggests to increase the permanent reserves. This would open up a 'rescue plan' to organize an IYPT similar to a conference with no accommodation and transport provided (and no registration fee taken). Given that a school or university provides the fight rooms, in order to provide lunch, dinner, and accommodation and food for jurors and secure halls, a tournament could be run for about 40k Euros. In order to cover a year of central costs another 20k will be needed. With an additional 10k buffer, the suggestion is to set the permanent reserve to 70k Euro. MP puts forward the motion that in the long run the permanent reserve should be 70k Euro. 4 votes in favour, 1 against. **The EC-imposed limit of 50k is removed from the budget draft for FY 2018/19.**

IM thinks a full IYPT can be organized with a much lower contribution from the IYPT reserves and a fee from the teams should still be taken to cover the central costs, and therefore the reserves should not be increased.

### **Adjustments to the expenditures:**

#### Chapter 1

EC meeting:

MP 0

TH 200

SB 250

IM 250

JB 150

Sandu Golcea 0

IYPT:

MP 0

TH: 250

SB: 300

IM: 250

JB: 200

Sandu Golcea 0

JB inspection visit 200

## Chapter 2

Remove the details, set amount to 900 Euro.

## Chapter 3

Change to 200 each.

## Chapter 4

Change administrative support from 1000 to 1200.

## Chapter 5

Remove details, set to 0.

## Chapter 8

Set to 0, add JB as responsible EC member.

## Chapter 9

Increase website/logo to 1000

EC votes on these changes: 4 in favour, 1 abstention.

### **Budget for the FY 2019/20:**

IM's draft is discussed, he will update according to the suggestions by the EC: The local part of the fee will be 1100, the fee for teams should not change by more than 100 Euro from the past year, the expenditures part will be copied from the last year. The updated version will be sent by IM to EC by the end of the year 2018. Before the IOC meeting EC will vote on the budget.

### **Assistant to the Treasurer**

IM suggests Klim Sladkov, Moscow State University, as an assistant to the treasurer. EC agrees with the choice.

### **Crimson sponsorship usage**

SB proposes to use the sponsorship money to add another EC meeting between November and July.

### **PostFinance access credentials**

Access to e-finance to other individuals was not granted.

lunch break at 12:00

## Reports from EC Committees

### **Problem Committee**

Only few problems needed replacements.

The PC will consider meeting next year.

### **Disciplinary Committee**

JB will take over the responsibilities of the DC and suggest members.

### **Jury Committee**

TH asked to be replaced in the JC. Eric Schertenleib is the new member on the committee, all EC members vote in favour.

MP reports on feedback received on the chairs. IM proposes that when there is a new chair, if there is another possible chair in the room, they should be asked to supervise. IM suggests that time is invested in talking to the chairs. MP argues that there is not enough time at the start of the tournament. SB suggests splitting the Jury Meeting to better meet the needs of different groups of jurors / chairs. IM proposes an online test for chairs.

MP reports that Jurors who received bad feedback will not be scheduled as much or at all in the following year.

Jurors were accepted based on the criteria published.

IM asks for statistics to be published on rejections for positions as juror and travel support.

## Other topics

We prepare and sign the required documents for the association's updated registration.

Tasks from IOC meeting:

1) Motion by Florian Ostermaier (Germany) to change the IYPT Regulations: The schedule must either plan only one fight per day or speed up the fights by having the challenge before the break, have preparation time during the break or only have one break for groups of 4. After discussing several options, the motion is withdrawn. EC will prepare suggestions to be voted on in the next IOC meeting.

IM suggests that IYPT CC should keep track of the time fights take to find out how serious the problem really is. MP proposes to plan the schedule so that groups of 4 start 1h earlier if possible. SB is concerned if all jurors will show up on time. TH proposes to have 1 fight per day.

2) Scores in each physics fight should be kept secret to prevent judging in advance: EC will think of a way to do this, possibly only for the finals.

EC disagrees as that would change the character of the tournament. The tournament is built on transparency - reports, judging, arguments should all be open. Teams should get immediate feedback and motivation from the rankings after each round.

MP suggests to only show the highest and the lowest grade in the finals. IM disagrees.

MP reports on the Cooperation with Crimson education.

We discuss the current logo draft. SB will contact Natalia and finalize the logo.

We look at the proposed update to the website. SB suggests to add several photographs. SB will contact Natalia to get in touch with our new web designer.

MP gives an update on the videos filmed in Singapore. TH added an account to allow uploads of the videos, so far we have not received them.

We have received IMO Applications: from India and Greece.

MP suggests to vote in favour of bringing the application from Greece to the IOC in case they bring a team to the IYPT.

(1y)

MP suggests to vote in favour of bringing the application from India to the IOC in case they bring a team to the IYPT. (5y)

EC votes in favour of both. IM is not convinced by particular aspects of India's application.

TH suggests a change of the EC RoP so that the decreased number of members is reflected. EC agrees on the changes as edited by SB and sent to the mailing list.

IM and MP propose an update to the budget rules: Each payment request must specify the chapter covering it, there should be a standard form for a payment request (budget chapter, signatory, IBAN and SWIFT code of the bank, private address of the recipient, BSB numbers if needed) and each payment released from a bank account should include information about the respective chapter covering it, for example in payment description or as a specific note.

EC agrees on the changes as edited by SB and sent to the mailing list.

A list of requests for IYPT CC was submitted to Felix, including requests towards online feedback forms and the jury planner.

SB would like to have the problem submission and vote included in IYPT CC.

We update the ec-mailing list members to only include current members.

IYPT has received a bid from Georgia to host IYPT 2021. Pakistan was already confirmed as host in 2021 at the last IOC meeting, therefore Georgia might prefer to bid for 2022 or act as a backup for 2021.

SB suggests to update the RoPE to reflect that there are no more LOC-EC members. He is tasked with making the relevant changes and send them the document to the mailing list. All EC members are in favour of the changes.

End of the meeting: 18-11-25, 17:30

## Appendix: IYPT 2019 deadlines

<b>Preliminary deadlines:</b>		<b>comment</b>
January 31:	pre-registration for Teams	via email by IOC member to <a href="mailto:registration@iypt.org">registration@iypt.org</a>
February 28:	application for Experienced Jurors	via IYPT CC
March 31:	decisions on EJ applications	information via email
April 20:	payment for teams and visitors via bank transfer	
May 15:	submission of all data	via IYPT CC

Please be aware that making the April 20th deadline for payment is a strict requirement for participation.

Fee per team: 1400 Euro, Visitors: 1200 Euro.