



**MINUTES OF THE ICOS BOARD MEETING
HELD ONLINE, VIA SLACK, ON 22 MAY 2018**

BOARD MEMBERS: Paula Sjöblom (PS, chair), Emilia Aldrin (EA), Urszula Bijak (UB), Alice Crook (AC), Artur Gałkowski (AG), Lasse Hämäläinen (LH), Nobuhle Hlongwa (NH), Adrian Koopman (AK), Alexandra Petrulevich (AP), Evgeny Shokhenmayer (ES), Valéria Tóth (VT).

EDITOR-IN-CHIEF OF *ONOMA*: Unni-Päivä Leino (UPL).

APOLOGIES: Alina Bugheşiu (AB, secretary).

1. WELCOME AND APOLOGIES

The meeting was called to order on Tuesday, 22 May 2018, at 10:30 a.m. Helsinki time (8:30 a.m. GMT). A single apology was made, as the only member unable to attend the meeting was AB. Nevertheless, AB was able to act as the secretary of the meeting due to the written form of the communication.

2. CONFIRMATION OF THE AGENDA

In addition to the items on the agenda disseminated via e-mail before the meeting, the President mentioned that two further aspects needed to be discussed: on the one hand, the new General Data Protection Regulation of the EU in relation to ICOS and, on the other, membership payments. It was decided that both aspects would be discussed under item 5 on the agenda, together with the Secretary's report.

3. MINUTES OF THE PREVIOUS MEETING (HELSINKI, 21 FEBRUARY 2018)

The minutes of the Board meeting in Helsinki, on 21 February 2018, have been approved via e-mail and are available online (<https://icosweb.net/drupal/sites/default/files/2018-02-21%20Helsinki%20minutes.pdf>).

4. MATTERS ARISING

As nothing was noted under this heading, the meeting moved on to item 5 on the agenda.

5. MATTERS OF CURRENT INTEREST AND THE SECRETARY'S REPORT

The Secretary's activity since the last meeting of the Board focused on two main points: updating the ICOS entry in the *Yearbook of International Organizations* and sending Newsletter 27 to ICOS members (the trilingual Newsletter is also available online: <https://icosweb.net/drupal/sites/default/files/Newsletter%2027%20%28EN.FR.DE%29.pdf>).

AB underlined in her report the problem of members' not updating their contact information (especially their e-mail addresses). Thus, the discussion shifted to the position of ICOS in relation to the General Data Protection Regulation of the EU.

EA presented the main implications of the aforementioned EU regulations coming into effect on 25 May 2018 and the ways in which they would affect ICOS. As a result, several aspects were decided upon:

- a) ICOS established a working group to look closer into the GDPR and suggest a policy for handling ICOS members' personal information (name, postal and e-mail address) within the organisation. The group consists of the Treasurer (EA), the Secretary (AB) and the Assistant Secretary & Web Officer (ES). The policy will be presented at the following Board meeting.
- b) The personal information policy will be added as a point of discussion on the agenda of subsequent board meetings to ensure that it is updated when needed.
- c) An electronic membership application form should be set up on the ICOS web page, requiring potential members to accept the personal information policy upon registration and granting members access to various content such as Newsletters and minutes upon login. Ideally, the online form will be connected to a membership payment service.

6. THE ICOS STRATEGY FOR 2018-2020 (PRESIDENT'S REPORT)

The President's report was sent to all the Board members via e-mail before the meeting and referred to the following main points, as part of the strategy of the Board of ICOS in office at the moment:

- A. The vision of ICOS, in general, and of the current Board, in particular;
- B. The stakeholders – the main target groups of ICOS: a) ICOS members, b) all scholars interested in onomastics, c) postgraduate and postdoctoral onomasticians, d) the academic world, e) the media, politicians and general public in different countries. Different target groups require different means and channels of approach. ICOS will promote a dialogic interaction with all target groups, and particularly with the members of ICOS. The only comments concerned this point of the President's report, as it raised the issue of making ICOS more reachable to its current and potential members. Naturally, the question of the relevance of having three official languages (English, French and German) arose, given the fact that present-day requirements for rapid communication suggest the need for one *lingua franca*. While it might not yet be the time to make changes to the language policy of ICOS, it is important to bear it in mind in the course of future discussions;
- C. The actions to be carried out in 2018-2020 in relation to
 - a) Publishing *Onoma*. In order to help *Onoma* gain visibility and respect, several measures are to be taken into consideration: 1) publishing all the overdue volumes during 2018–2019, 2) moving towards an online (and open access) publication together with a printed volume, to facilitate the journal reaching a wider readership, 3) establishing guidelines for the referees to help them in the peer-review process and to keep them in the given schedule, 4) establishing guidelines for the guest editors to help them in the editing process and to keep them in given schedule, 5) gradual gathering of a list of suitable international referees, and 6) changing the publishing company to one that can offer support in the editing process.
 - b) Contributing to the publication of other material: the proceedings of the 26th ICOS Congress in Debrecen and the online publication of the “ICOS Select List of Onomastic Terminology” in other languages than the ones already available on the ICOS website, as well as revised and extended versions of the extant lists;
 - c) Keeping ICOS members updated as regards the organisation's activity and promoting ICOS (and onomastics, implicitly) to a varied range of stakeholders;
 - d) Networking postgraduate and postdoctoral students (for instance, via the ICOS Summer School, held in Helsinki in August 2019, the first event in a series of such events to be organised in a different location every 2-3 years);
 - e) The 27th ICOS Congress in Krakow (23-28 August 2020); f) the Bibliographical Database (based on the results of the online poll, IBOS will either redefine its goals to meet recent academic demands, or be shut down);

D. Managing ICOS finances in agreement with a list of priorities established during the previous meeting of the Board (Helsinki, 21 February 2018 – see item 18 on the Agenda, **ANY OTHER BUSINESS**, on page 10 of the minutes: <https://icosweb.net/drupal/sites/default/files/2018-02-21%20Helsinki%20minutes.pdf>).

7. THE ICOS BUDGET FOR 2018-2020 (TREASURER’S REPORT)

The Treasurer’s report was disseminated via e-mail before the meeting. The following prognosis was sketched for the period 2018-2020, taking into consideration the investments noted as priorities during the previous Board meeting: getting the publication of *Onoma* up to date, supporting the publication of the proceedings of ICOS 26, funding the ICOS Summer School of 2019, providing student support for the 27th ICOS Congress in Krakow, and paying the Zotero yearly subscription fee (should IBOS continue to exist).

The overview below shows ICOS’ prognosis of expected yearly incomes and expenses during the period 2018-2020. (All amounts are in EUR.) The incoming balance of ICOS finances as of 1 January 2018 is a total of 60 884 EUR distributed across three bank accounts.

Total 2018-2020	Incomes		Expenses	
	<i>Expected</i>	<i>Result</i>	<i>Expected</i>	<i>Result</i>
Membership fees	11 000			
Donations	0			
ONOMA royalties	15 500			
Bank and credit card costs			2 400	
ICOS organizational costs (web costs)			745	
ONOMA publishing, 6. vol.			24 000	
ICOS-proceedings publishing (Support for the fast and efficient publication of the Proceedings of the 26 th ICOS Congress in Debrecen)			3 000	
IBOS costs (Zotero yearly subscription fee)			300	
Student support (Supporting the organization of the ICOS Summer School for students in 2019, Helsinki, as well as student participation in the 27 th ICOS Congress, 2020)			4 000	
Total	26 500		34 445	
<i>Outgoing balance –7 945 EUR</i>				

EA pointed out that the outgoing balance on a significant minus is unavoidable in order to go through with the planned investments. However, a smaller outgoing balance could be reached if the money invested in the aforementioned projects amounted to less than what they do in the prognosis. It was agreed that the budget allotted for *Onoma* should not exceed 4000 EUR/volume – on the contrary, attempts will be made to spend less if possible. Nevertheless, getting the publication of the journal on track and moving it to another publisher (see the offer from Taylor & Francis under item 8 below)

constitute the main priority of ICOS, as a measure to increase the credibility and visibility of the organisation.

The budget for 2018-2020 was accepted without any changes, but it was established that the separate budget for every year would be discussed in due time.

8. ONOMA (EDITOR-IN-CHIEF'S REPORT)

As regards the publication of *Onoma* volumes, UPL mentioned that four issues were in preparation, of which at least two would come out in 2018. However, UPL specified that efforts were made to publish all four volumes by the end of 2018.

The most important aspect discussed during the meeting concerned moving *Onoma* from Peeters Publishers to Taylor & Francis. Richard Coates, the Chair of the Editorial Board of *Onoma*, contacted Taylor & Francis. He had a constructive conversation with Stacey McGillicuddy, who is the publisher for linguistics journals. She asked for some more detailed information, e.g., about subscription types (for individual members or institutions) and numbers. She suggested charging individual members for print copies and permitting access to the online journal as a part of the membership fee. Granting open access to everyone, including institutions, might require the author to make a payment (so-called Golden OA). If the author cannot pay, (s)he may deposit an earlier author manuscript on, e.g., his/her own website or some other repository (so-called Green OA). (More information on Green and Gold Open Access, embargoes etc. can be found on the Taylor & Francis website: <https://authorservices.taylorandfrancis.com/publishing-open-access-with-taylor-francis/>).

While membership-based open access was generally accepted by the members of the Board, it was pointed out that further negotiations were needed to establish whether free printed copies of the journal could be distributed to ICOS members in addition to ensuring their online access to *Onoma* volumes. However, the drawback of such a feature might be that it could lead to increasing the ICOS membership fee in order for ICOS to be able to afford paying for both types of publication services (i.e., online and in print). While such an action would not necessarily be untimely since the ICOS membership fee has not been revisited in several years, it might make ICOS less appealing to younger potential members (such as students and postdoctoral researchers). Thus, it was decided that the negotiations will continue with Taylor & Francis (via Stacey McGillicuddy) and that they will be conducted by UPL, PS, EA and Richard Coates.

9. VISIBILITY FOR ICOS AND ONOMASTICS (PR GROUP'S REPORT)

The plan of the PR group (consisting of AP – head of the group, AB, AC, ES and Lidia Becker) was disseminated by AP via e-mail before the meeting. While it covers the years 2018-2020, the plan includes goals and strategies both for the period in question, and long-term ones, which will require the efforts of subsequent ICOS Boards of Directors.

AP highlighted two key aspects that needed to be established: the budget of the PR group and the creation of a YouTube Channel (with short videos in which onomasticians present their own work or discuss certain onomastics-related matters – the publication of such material will be in agreement with GDPR). The latter idea was met with general enthusiasm. As regards the budget, the preliminary yearly sum was settled at 100 euros for the ICOS website + 30 euros for other costs, e.g., sending out prize publications etc. Due to the fact that the ICOS budget is centred on getting *Onoma* on track and moving it to Taylor & Francis, the PR group's initiative to organize competitions with monetary rewards was given up for the time being.

At the same time, PS suggested that the ICOS Newsletters and *Onoma* should also be included in the visibility plan designed by the PR group. It was agreed that this action would be carried out upon reworking the plan.

Another suggestion, made by EA, referred to the language policy, namely about having at least short introductions to reproduced material translated into at least one of the official languages of ICOS. However, AP noted that this would be a difficult task to achieve, as it is time consuming, leading to fewer updates and less visibility.

10. THE USE OF MEDIA CLIPPINGS TO BRIDGE THE GAP BETWEEN ACADEMIC ONOMASTICS AND PUBLIC INTEREST IN NAMES AND NAMING (AK)

It was agreed that the collection and dissemination of such material was of interest to both onomasticians and the general public, as a means of bridging the gap between onomastics as an academic field and as a pastime concern. The stories about names and naming will not be taken from scientific sources, but from newspapers and magazines. While the aim is to gather material from diverse cultural and linguistic spaces, short summaries of the original texts and comments about their topic will be provided in English to ensure accessibility. All the necessary data to acknowledge the sources will be mentioned as well, so as to avoid copyright issues.

The Board thanked AK for the initiative and for his willingness to oversee the development of the project and promised to assist him with the collection of the material. The means of disseminating the results of the project was not decided during the meeting, but information about the project would be included in the ICOS Newsletters to encourage regular members to send material and comments. At the same time, this idea would be included in the visibility plan of ICOS.

11. QUESTIONS ABOUT WORKING GROUPS OF ICOS RAISED BY THE AMERICAN SOCIETY OF NAMES (ASN)

ES has obtained from the American Society of Names an answer with many questions to our invitation to cooperate with ICOS working groups. Their questions are the following:

- 1) How many USA members would we like to have?
- 2) What specific duties would members of this committee (i.e., group) have?
- 3) How long would a term of membership be?
- 4) What are the specific duties of the members?
- 5) What are the specific tasks of this committee?
- 6) How does the committee meet (virtually or in person)?
- 7) Is membership in the ICOS mandatory?
- 8) What specific professional background should potential committee members have?
- 9) What is the process for selection members of the committee?
- 10) Are there any language proficiency requirements (aside from English)?

After discussions, the Board decided that the members of the working groups have to be ICOS members, but the working groups can collaborate with non-member scholars. There is no ideal size for the groups, but in appointing the members the selection should, if possible, enable wide linguistic and geographic representation. The term of the members is 3 years, but they can be re-appointed. The term of the chair of the working group (who has to be a member of ICOS) can be 6 years. The guidelines according to which the working groups will carry out their activity will be posted on the ICOS website as soon as they are established. Similar guidelines will be created for the Editorial board of *Onoma* (appointed by the ICOS Board of Directors) and published on the ICOS web page as well.

12. ANY OTHER BUSINESS

ES shared statistic data regarding the digital visibility of ICOS, which proved to be on the increase. At the same time, he noted that feedback regarding the Bibliography Group was scarce. In this context, it was decided that members would be allowed more time to complete the online survey. Moreover, the members would also be informed about the questionnaire via e-mail by the Secretary and they would

be able to submit their answers in this form as well. ES and AB will make all the arrangements necessary in this respect.

13. NEXT MEETING

The Board members agreed to have the following face-to-face meeting in South Africa in April or May 2019. A symposium on onomastics will also be organised on that occasion. In this way, the Board aims to encourage candidates outside Europe as well to submit proposals for hosting future ICOS Congresses.

Until 2019, however, another Slack meeting would be held in October 2018, to check on the progress of some of the issues noted on this occasion.

14. CLOSING

PS thanked the members for the fruitful discussions and closed the meeting at 16:30 Helsinki time (14:30 GMT).

Alina Bugheşiu
(September 2018)