**HDCA Executive Council Meeting Minutes**

**November 15, 2022**

**2:00 pm UK**

**Present:** Paul Anand, Enrica Chiappero-Martinetti, Melis Cin, Tom De Herdt, Jay Drydyk, Carlos Garzon, Petya Ilieva-Trichkova, Matthias Kramm, Ann Mitchell, Sophie Mitra, Oliver Mutanga, Melanie Walker

**Chair:** Melanie Walker

1. **2022 HDCA Conference report**
	1. Tom distributed a post-conference report. Accessibility: diversity depends on technology but also management of the technology. There can still be accessibility issues for conferences organized offline. Visa issues prevented some from attending.
	2. How to organize hybrid: hybrid for plenaries and for parallel sessions there were separate time slots for online and in person sessions. Infrastructure and tech support are key issues.
	3. Sustainability. Completely vegetarian meals. Confronted with food waste problem as a number of people didn’t show up during lunch times and conference dinner – only about 2/3 participated in meals. Conferences need a strategy for dealing sustainably with leftover food.
2. **2023 budget and long-term financial planning**
	1. Ann distributed a report with options for long-term budget planning as well as the proposed budget for 2023.
	2. Regarding investment funds, the Finance Committee recommends using some funds to supplement existing operating expenses and/or expand activities.
	3. After discussion, the 2023 budget was approved unanimously.
3. **2023 Conference Call for Proposals**
	1. Petya presented the draft call for proposals. She invited comments on the description of the conference theme: ‘Vulnerability, human development and cooperative re-building in turbulent times.’
	2. Some keynote speakers are confirmed and they are issuing invitations to others.
	3. There will be 8 types of parallel sessions. They propose some keynote lectures to be hybrid and some only in person.
	4. Registration fees still being finalized.
4. Summer School will be held Fri/Sat and pre-conference day on Sunday.
5. Petya will put together a final version of the call that will be distributed to the EC by email for approval.
6. **Host prospects for 2024 conference**
	1. Discussion deferred.
7. **Fellows election in 2023**
	1. Melanie proposed to hold an election of Fellows in 2023; approved unanimously.
8. **AOB–**
	1. None

Minutes submitted by Kathy Rosenblum