



LESI Committee Mid-Year Report 2022-2023

Due: March 31, 2023

Committee Name	Meetings Committee
Chairs and Vice Chairs	Alexander Haertel, Thomas Adocker, Laura MacDonald

Action Plan

Future Annual Conferences:

The main goal was to prepare recommendations for the Annual Conferences in 2025 – 2027.

As an additional challenge, it turned out that LES ANZ decided to abstain from holding the Annual Conference in 2024.

We managed that from 2024 on the conference locations shifted in a way that we could fix 2024 in Madrid, 2025 in Singapore and 2026 in Dublin.

Furthermore, a cornerstone of our actions was to assist in the preparations of LES Spain/Portugal regarding the Annual Conference 2024, in particular regarding

- Participation fees
- Budget
- Co-Host Agreement with LESI

It turned out that LES Spain/Portugal needs more support as previously expected, in particular as their PCO terminated the cooperation. WE managed to bind in NNE and to get the further steps organized and closely monitored.

Database support:

As a key work it was identified that the Meetings Committee shall provide databases for future conferences that contain a list of

- Speakers
- Sponsors
- PCOs
- Locations

of the Annual Conferences but also of major regional conferences that took place in the last years.

A database regarding speakers was already provided end of 2021 and put into the “library” of the new LESI online tool.

Main future activities:

- Gather proposals for Annual Conferences after 2026 and prepare recommendations

to the Board

- Continue database support activities, as outlined above
- Set up a new, “streamlined” and more user-friendly Meetings Manual and guidelines. Alexander Haertel and Thomas Adocker are mainly working on this project with the goal to get this done until end of 2023.

Conference Calls Conducted and Topics Discussed

Date of Meeting / Conference Call, agenda and any next steps identified

Regular Committee Calls every few weeks

Specific Topics / Reporting items

Prompting Questions:

- Are there issues or projects for approval that you would like to bring to the attention of the LESI Board? *(The LESI Board meets monthly. Please provide a short description of your issue and when it would be timely to add to an upcoming board agenda)*

As long as issues regarding the Annual Conference 2024 are concerned, the Board was already involved. Besides that, there are at the moment no issues or projects for approval of the Board.

- Have you conducted any webinars this year? Did you submit any proposals for LESI2023? If so, please list them.

No, it is not the purpose of the Meetings Committee to hold webinars.

- Have you reached out to other LESI committee leaders to discuss areas of common interest / collaboration?

Yes, we cooperate in particular with the DRC Committee, and with the Organization Committee for the Annual Conference 2024. Furthermore, there is an active engagement with and by all the sectoral committees ongoing regarding structuring content for the annual conference.

LESI Professional Staff Contact Information

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- Have you accessed your committee page and/or posted any notes, committee news or initiated discussions on <http://connect.lesi.org>?

We put the speakers database on <http://connect.lesi.org>

- What have you done to increase members of your committee this year?

It's not the purpose of the Meetings Committee to increase the number of committee members.

- Would you like to host an in-person meeting of your committee at LESI2023 in Montreal?

Yes.

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