

ANNUAL MEETING LOCATION SELECTION PROCESS

The Organization for Human Brain Mapping Bylaws state: Article 4. Meeting, Section 1. Annual Meeting. The Organization shall meet annually at a place, date and hour designated by the Council.

The OHBM Council takes seriously their role in deciding future Annual Meeting venues and follows the following standardized decision-making format.

- Meeting venues are secured three years in advance.
- Council begins discussions on future meetings at their in-person meeting held during the Annual Meeting. Meeting venues have historically alternated between Europe and North America and Asia.
- Council discusses location options within the identified geographic region including reviewing any Letters of Interest or proposals received from members and organizations.
- Council selects two to three potential cities for the OHBM Executive Office to explore, including conducting site visits.
- OHBM Executive Office conducts research on the identified cities and provides a report to Council at the in-person meeting held at the following Annual Meeting.
- After reviewing the information, Council makes their final selection. (Ongoing reports are provided to Council at their interim meetings.)

In accordance with the Bylaws, the Council holds exclusive authority to determine the place, date and hour of the Annual Meeting. Because decisions regarding venues are made three to four years in advance, the Council may need to revisit their decision due to a situation outside the control of Council making it inadvisable, illegal or impossible to hold the meeting in the selected venue.

This may include, but not limited to: an outbreak of infectious disease or illness, riot, act of terrorism, war, governmental actions, order, regulation or formal advisory, embargo, Acts of God, direct or indirect labor disturbance including strike, lockout or slow down, loss of entitlement to occupy the premises, and disruption in the venue.

The Council will review all identified situations to determine its impact on the probability or ability for OHBM members and potential attendees to participate and attend the meeting. A

conference call will be scheduled where Council will hold detailed discussion regarding the situation and any action that is required. The Council will seek input from the Local Organizing

Committee should there be concerns about hosting the meeting in a particular venue or city. The Council will consult with any other external groups at their discretion.

Council will vote and a quorum will be required to approve any change in venue. If a change is necessary, the Council will work with the Executive Office to find a suitable venue replacement with the goal to keep the meeting as close to the original geographic region as possible or feasible.

Following Council decision for a meeting venue change, the following individuals will be notified:

- The Local Organizing Chair for the current meeting
- The current meeting venue (convention center, hotels, etc.)
- The replacement meeting venue (convention center, hotels, etc.)
- OHBM membership

Should you have any questions, please contact OHBM's Executive Office at info@humanbrainmapping.org.