

Minutes

BOARD OF DIRECTORS MEETING #7

BioEM Society

May 31 2022

17:00-18:30 (CET)

In attendance:

Luc Martens (LM)
Azadeh Peyman (AP)
Rich Nuccitelli (RN)
Florence Poulletier (FPoulletier)
Niels Kuster (NK)
Olga Zeni (OZ)
Lucas Portelli (LP)
Bennett Ibey (BI)
Anke Huss (AH) joined at 18:20

Apologies:

Frank Prato (FPrato)
Wout Joseph (WJ)

1) Adoption of agenda

No change to agenda, board adopted the agenda

2) Minutes of the sixth meeting: approval

The minutes of the sixth meeting was adopted by LP and seconded by OZ

3) Overview of the actions of Meeting #6

All actions from the last meeting are completed. Two further actions to be carried out to the next meeting:

Action, AP: to send a reminder email via Astrid to all members regarding GA meeting and its agenda (deadline one week before the BioEM 2022)

Action: AP to collate mobile phone numbers from all board members to enable better/faster communication

Action: The communication committee to prepare the requirements for the new webpage by the next board meeting for board's approval. This should then be sent out to commercial web developers for quotations by latest end of June.

4) Lawson contract (Luc)

The contract was signed by Lawson on May 20th, 2022

5) Report from the committees

a) Journal committee (Rich)

1. Decision on. Editor in Chief

RN: After much discussion, the Journal Committee recommendation for Editor-in-Chief is Theo Samaras, Professor of Physics, Aristotole Univ. of Thessaloniki

NK moved to accept Theo Samaras as the editor in chief, RN and AP seconded the move.

LM thanked the journal committee for all their efforts in conducting the interviews and reaching the decision.

NK: it will be very useful if Theo Samaras can attend BioEM 2022 in person to present his ideas and visions for the journal.

2. Wiley income from members subscriptions

RN: Non-institutional journal membership fees are

- An incorrect adjustment for USD 5,750 was made to 2018 membership revenue line (nil value), the entry was for Non institutional revenue.
- In 2019, the 2018 entry was reversed as a corrective measure against membership revenue of USD 2,464, causing a negative balance.
- In 2020, membership revenue was USD 1,977. This value was offset by reversing entries (ZX) that effectively reversed the next year 2021, the value was USD 1,732.51.
- In 2021, the same reversing values negatively impacted the revenue with a net reduction of USD 1,732.51. Membership revenue in 2021 is USD 1,848.

So in a conclusion, the amount of revenue from individual membership is rather low. Most of the revenue is coming from libraries (institutional membership fees). Therefore, the individual journal membership could be included

b) Communication committee (Luc)

1. Temporary and new website platform

The content for temporary website has been finalized by the communication committee meeting in two meetings of May 11th and 19th.

A meeting was held with Lawson on May 23 where Melanie De Coster and AP attended to discuss implementation of the contents of the temporary website. Deadline: within 14 days: Melanie De Coster will make follow-ups.

2. New BioEM platform

LM presented the two proposed modules for the new platform (the society's website and the conference website). The interaction between various modules, the implementation and service processes were also presented.

3. Consultancy fee for implementation of the society's temporary and permanent website

As agreed during the last board meeting (Meeting #6), the implementation processes for the society's websites will be managed by Melanie De Coster.

LM presented consultancy rate: 65 Euro/hour for Melanie De Coster's services. AP moved accepting the fee and NK approved.

NK proposed that the treasurer and president-elect should approve the invoices from Melanie De Coster, RN approved, FPoullietier seconded.

c) Awards committee

1. Cash prize for student awards

AP moved the following cash prizes for student awards

First place: \$500

Second place: \$300

Third place: \$200

Total of \$2000

AP: NR approved and the board agreed

In terms of logistics, NK will take cash with him to Nagoya to be paid to the winners.

AH and FPoullietier asked the board members for their full collaborations in judging the student presentations, all agreed to participate.

6) Discussion on budget plan for BioEM: proposals from the committees (Luc)

Journal Committee:

RN: We propose providing all members online access to the BEM Journal as part of their membership dues. The current rates from Wiley:

- Electronic only \$77.00 worldwide
- Electronic only – students: \$52.00 worldwide

To be decided when the membership fees are decided by the financial committee.

Education Committee:

OZ asked for all members to review the memorandum of understanding for the Erice school.

OZ also proposed €2000 per student for short term scientific mission (up to 5 students per year). NK suggested that we should have a rigorous selection process in place so the best students in need are chosen. LM: it will be good to have the process developed ASAP so it can be presented after the GA if the budget is approved. The deadline to have the draft of the process will be 10th of June, so the board has enough time to review the document.

Meeting Committee:

We need to move from the notion of local organising committees competing to make extreme amount of profits and move towards having meetings at which there will be at least a breakeven balance on 300 participants. Any other scenarios which result in making a loss (200 attendance for example) to be subsidised by the society.

We also propose to keep registration fees at low levels as possible, with substantial reduction for student members.

To make the above proposals viable, the society will cover the fees for meeting websites and abstract submission systems (to become a universal entity in near future). The society will also cover any approved travel fund for invited speakers (reviewed on yearly basis). The society also will cover the student cash prizes as usual as well as subsidising the reduction in the students' registration fee.

All the above is subject to approval by GA.

RN approved, and AP seconded.

Financial committee:

NK presented various investment options with a range of returns (relaxed to focus). NK moved to invest €500 k into ambitious scheme, the board approved. Upon approval by the GA, €250 k will be invested in June 2022 and €250 k will be invested in September.

7) Budget for BioEM 2023 (Azadeh)

NK: Every conference should breakeven on 300 participants, RN approved, and AP seconded

Under the above assumption, the BioEM 2023 budget is drafted. The board approved this budget and agreed for this to be presented to the GA.

8) Call for BioEM 2024

No formal expression of interest yet.

Informal interest from Nikolaos Petroulakis from Foundation for Research and Technology, Institute of Computer Science in Crete to host the BioEm 2024.

RN is also considering hosting BioEM 2024 in Asilomar Convention Centre in California USA.

9) Review of decision list and actions list

Financial committee:

Membership fee proposal
Selection of Auditor

Awards committee

List of awards + names of awards

Journal committee

Compensation proposal for new editor in chief

Communication committee

Adaptation of BEMS site
Description of requirements list for BioEM platform

Education committee

Erice school

10) AOB and Adjourn

Next board meeting is on Sunday 19th of June 2022, Physically in Nagoya Japan and online via Teams.

Meeting time proposed:

13:00 (Nagoya)
6:00 am (Zurich, Rome)
21:00 (San Francisco, California)
11:00 am (San Antonio, Texas)
12:00 am (London Ontario, Canada)