

Minutes
Board meeting
BioEM Society

June 24 2022
1 pm – 3 pm (JST)

In attendance:

Physical attendance in Nagoya, Japan:

Luc Martens (LM)
Azadeh Peyman (AP)
Florence Poulletier (FPoulletier)
Niels Kuster (NK)
Wout Joseph (WJ) (left before the end of the meeting)

Online attendance:

Anke Huss (AH)
Bennett Ibey (BI)
Rich Nuccitelli (RN)
Lucas Portelli (LP)
Frank Prato (FPrato) (left before the end of the meeting)
Olga Zeni (OZ)

Melanie De Coster (MD) present for making notes and reporting on website development.

1. Adoption of agenda

- a. Three items were added by LM to the agenda and agenda was approved with these additional items
 - i. Plenary speakers for BioEM2023
 - ii. Term of the BioEM board
 - iii. Next steps for Bioelectromagnetic journal and editor in Chief

2. Minutes of the eight meeting: approval

- a. Approved

3. Overview of the actions of Meeting #8 and General Assembly

- a. Open access of the journal
 - i. TBD at the Journal Committee

4. BioEM2022: LOC and TPC Report

- a. Presentation:
 - i. Not yet final result of attendance
 - ii. LM: Is 9.000.000 yen still the profit?
LOC: Yes, will be nearly correct
 - . NK: When will the accounting will be completed?
LOC: 2-3 months, but still this year

5. Plenary speakers for BioEM2023

- a. Quality of plenary speakers
 - i. How to handle in next years?

1. Not only TPC but from now on: Board AND TPC will work closely together to find suitable speakers
 - a. NK: target quality (less quantity)
 - i. 2-4 plenary speakers, may present online
 - ii. We should also look outside the society (to get a better perspective of new and emerging scientific development)
 - iii. Min 100000 Citations was suggested, but lower is also possible as long the high quality is guaranteed (to be discussed)
 - b. Suggestions for 2023
 - i. AP: Peter Hore, Oxford professor
 1. Radical pair mechanism
 - ii. AP: Helmut Sies, NFCR
 1. Oxidization stress and sources from cell metabolism and exposure
 - iii. NK: Alvaro Pascual-Leone, Harvard medical school
 1. Brain stimulation
 - ➔ The board members are asked to propose additional suggestions
 - c. Text for call for proposals should be adapted - AP will change the text and share the proposed text with LOC and TPC
 - d. RN emphasizes that we need the plenary speakers, workshops, and tutorials to be announced on the conference website by the end of December 2022, to attract people to the conference.
 - e. AP suggest that the board meets regularly with TPC
- b. Conclusion
 - i. Board and TPC recruit the plenary speakers
 - ii. Not internal/from the society but topics related to society
 - iii. Time Schedule
 1. Text: AP together with TPC (FPoullietier and Yasir Alfadhl): draft to board by July 1
 2. Feedback by board members before July 8
 3. Sending the call for proposals to members on July 15 (Reminder end of August)
 4. Board will meet with TPC to make a preselection in board meeting in September
 - iv. Reimbursement of Plenary speakers
 1. Online presentation: flat fee of \$500
 2. Onsite presentation: flat fee of \$500 + Travel expenses (2 hotel nights + economy travel)
 - NK moved; AP approved

6. Budget for BioEM2023 (AP)

- a. Discussion about the management company: they increased their quotation with 40%
- b. Conclusion
 - i. No management company
 - ii. Collection of registration fees: direct to BioEM account
 - iii. Special account in British Pound/Euro based on current account (NK)
 - iv. Management done by AP and Sami Gabriel with the support of MD
 - v. Support of students from NK in the conference rooms
 - vi. Expenses must be less than quotation from management company

7. Call for BioEM2024 and TPC for BioEM2024

- a. RN: The Asilomar venue and budget is prepared but looking for a replacement to act as the chair of LOC. RN will not be involved in the management of the BioEM 2024
 - i. Detailed proposal will be sent before the board meeting on September 7
- b. Interest has also been showed from Greece (Crete)
 - i. OZ will inform Nikolaos Petroulakis
 - ii. OZ emails Nikolaos Petroulakis and cc LM, NK and AP:
 - Full proposal
 - Can contact LM, NK and/or AP if he needs help with templates
 - iii. Full proposals must be in by September 30
- c. TPC candidates
 - i. Julien Modolo
 - He was Loc co-chair in Montpellier (BioEM2019)
 - Physicist

- AP will contact Julien Modolo
- ii. AH (epidemiology)
 - AH agreed with the proposal

8. Term of the BioEM board

- a. Proposal LM:
 - i. In fall of 2023: elections
 - ii. Nominating committee will be established later, TBD
 - iii. Transfer board at the GA meeting in BioEM2024 (NK: moved, WJ: second)
 - iv. The president LM and those who were proposed by the BEMS board (LP and BI) and EBEA council (OZ and NK) will have to leave the board in 2024, other board members are eligible for re-election

9. Implementation of budget plans for BioEM

- a. Actions
 - i. Investments of the money (NK) (see decision of GA)
 - ii. Sponsoring of BioEM2023 (NK)
 - iii. Editor-in-chief sponsoring (RN, see later)
 - iv. Grants for exchange of students (OZ and NK) (5 students, 2000 Euro)
 - v. Announcement of membership fee for 2023 on website (MD – Astrid Chamson-Reig) + entry for members from low-and middle-income countries + payment module (temporary website)
 - Details of PayPal account to be given to Astrid Chamson-Reig (MD will ask NK)

10. Next steps for Bioelectromagnetic journal and editor in Chief

- a. Assets Transfer Agreement between BEMS and BioEM needs to be signed before BioEM can sign a contract with Wiley
 - i. Marnus van Wyk (president BEMS) made corrections but started from wrong version: AP will contact him
 - ii. LM to send a word version of the latest version to Marnus van Wyk with copy to AP, BI and NK
- b. NK will ask Swiss lawyer Martin Romann to make contract by July 1 for the new editor-in-chief (RN moved, AP second)
- b. Budget for support of Theo Samaras: 30.000 Euro per year? (Theo Samaras should make a proposal, RN shall contact Theo Samaras for the proposal)
- c. Associate Editors: to be proposed by Theo Samaras (RN shall contact Theo Samaras for the proposal)
- d. Editorial committee: to be proposed by Theo Samaras (RN shall contact Theo Samaras for the proposal)
- e. Journal committee planned om July 12 (FPrato not available) to discuss proposals from Theo Samaras
- f. LM asks RN to prepare a message about the new editor-in-chief to be published on the temporary website

11. Update requirements for website platform (MD)

- a. Website of BioEM2023: agreed to get the BioEM2020 website upgraded to BioEM2023 website by Dolia after approval of quotation from Dolia to make the changes: AP asks quotation
- b. Quotations for the website platform
 - i. MD contacts the listed agencies and send quotations to the board when available
 - ii. Targeted budget: max 50 kEuro (including fee of MD) (30 kEuro for updating the temporary website)
 - iii. Decision on board meeting in September
- c. Hosting in Zurich on IT'IS servers: to be confirmed by NK
- d. Design of pages
 - i. Quotation to be asked from designer of IT'IS and other agencies
- e. Old websites of EBEA and BEMS
 - i. Change home page of BEMS and EBEA website and keep both website as an archive (action MD)

12. Education Committee: procedure for student grants (OZ)

- a. Presentation by OZ (see attachment of slides)
 - i. Comments NK:
 - A template document is needed
 - Better at least 14 days instead of 1 month because 2000 Euro may e.g. in Switzerland not enough to cover the cost (comment FPrato: 14 days may not be enough to learn something): change to “at least 14 days, preferable 1 month or longer”
- b. OZ will make a document with procedures and templates
 - i. Ready by September, to be put on the temporary website (action MD)

- ii. Call to be launched in September after board meeting
- iii. The student must contact the lab they want to spend time at, proposal will be jointly coming from student and hosting institute

13. Review of decision list and actions list

- a. Action: next two board meetings (MD will ask Charlotte Roberts from IT'IS to send zoom links)
 - vi. September 7, 2022: Board meeting at 18:00 (GMT +2)
 - vii. October 6, 2022: Board meeting at 18:00 (GMT +2)
- b. Action: AP together with TPC co-chairs will update the text for call for plenary etc proposals to reflect stronger emphasis on quality, invite speakers from outside our community, not much repetition, new and emerging science.
- c. Action: all board members to make suggestions for high-quality plenary speakers
- c. Action: TPC to send out the call for proposals using the newly approved text on 15th of July
- d. Action: the board will meet up with TPC in the board meeting of September 7 to make a pre-selection
- e. Action: AP ask Dolia for a quotation to update BioEM2020 conference website to BioEM2023 conference website
- f. Action: NK to set up a special account in British Pound/Euro for BioEM2023
- g. Action: OZ to ask Nikolaos Petroulakis to prepare a full proposal by 30th of September for presentation to the board.
- h. Action: AP to provide templates for budget and proposals
- i. Action: AP to contact Julian Modolo to confirm candidacy for TPC co-chair for BioEM 2024
- j. Action: membership fee and payment module implementation for temporary website (MD)
- k. Action: MD collect all quotations for website development and send it to the board members
- l. Action: MD to ask design quotations for the new website from IT'IS and other agencies.
- m. Action: NK to investigate possibility of Server Hosting for the society's new website in Zurich
- n. Action: NK to ask Swiss lawyer to make a proposal for a contract with the new editor-in-chief of Bioelectromagnetics journal by July 1st.
- o. Action: RN to ask Theo Samaras for proposals of budget, associate editors, and editor committee
- p. Action: RN to prepare a message about the new editor-in-chief of Bioelectromagnetics journal
- q. Action: OZ to create a document with procedures and templates for student grants
- r. Action: MD to ask Astrid Chamson-Reig to put the procedures and templates on the temporary website by September.

14. AOB and Adjourn