

Minutes

BOARD OF DIRECTORS MEETING #5

BioEM Society

May 4 2022

17:00-18:30 (CET)

In attendance:

Luc Martens (LM)
Azadeh Peyman (AP)
Rich Nuccitelli (RN)
Anke Huss (AH)
Florence Poulletier (FPoulletier)
Frank Prato (FPrato)
Niels Kuster (NK)
Olga Zeni (OZ)
Bennett Ibey (BI)
Lucas Portelli (LP)

Apologies:

Wout Joseph (WJ)

1) Adoption of agenda

FPoulletier added an item to discuss the awards.

AP adopt the agenda, NK seconded it.

2) Minutes of the Fourth meeting: approval

No changes to the minutes, LM adopted, LP seconded.

3) Overview of the actions of Meeting #4

AP to inform Richard Ohlendorf about the upgrade of his membership status. **Completed**

LM will start to prepare a document with content changes to Bems.org website. **Ongoing**

LM to write a thank you note to those members who have made logo designs but their designs have not been approved. **Completed**

NK will relay the proposed changes made by the members to the designer for the final choice. **Completed**

TPC to ask the LOC to upload information on the plenary talks to the BioEM2022 website. **Completed**

RN to organise a Journal Committee meeting to start the selection process. **Completed**

Chairs of the journal, education, and meeting committees to organize meetings to come up with proposals with vision and investments regarding journal, education, and annual meeting. **Completed**

4) Lawson contract (Luc, Niels)

No response has been received from Lawson on the proposed fee for interim management of the BioEM website. The contract has also not been signed yet.

5) BioEM logo and BioEM website (Niels, Luc)

NK presented the new improved logo design, objection was raised about the color scheme, NK to go back to designer to remove color red and go back to a combination of blue and green.

The communication committee will meet up on 11 May to discuss the requirement for the BioEM website and send them to a few web developer companies for quotations.

LM will finalise the content of the temporary website by end of the week.

6) Update BioEM2022 conference (Wout, Bennett)

BI: conference website has been updated with information about plenary, some last minute changes with posters and presentations are being made with collaborations with LOC. Also payments mechanisms for plenary speakers are being discussed.

7) Report from the committees

a) Membership committee (Azadeh)

AP: a surge in the membership applications, probably due to attendance for BioEM 2022

AP: it has come to our knowledge that Richard Ohlendorf has sadly passed.

b) Journal committee (Rich)

RN: interviews have been scheduled for all four applicants for the editor in chief

There may be a short list of two top candidates and a second interview to be set. Questions have already been set and presented to the board for comments.

FPrato suggested that the questions should be sent out to candidates in advance, so they have a bit of time to prepare themselves for the interview. The board agreed and RN will send all the questions to all candidates prior to the interview.

LP suggested an extra question regarding how to deal with conflict of interest when dealing with their own publications.

The journal committee also proposed that online access to the journal should be automatically be included in the membership dues.

LM: The impact of including free access to journal should be considered when membership rates are being set for 2023, possibly during the next board's strategic meeting. LP: Can we find out how much income Wiley makes from subscribers? RN: will find out.

RN also notified the board that James Lin will not be present in Japan and his report will have to be presented to General Assembly meeting remotely.

c) **Education committee (Olga)**

OZ: Noting to report.

d) **Meeting committee (Luc)**

There meeting committee met on 3 May 2022.

LM: There has been no expression of interest on hosting BioEM2024 yet. RN mentioned that US might be a possibility. AP mentioned that colleagues from Rome in the past had shown some interest. Nothing officially been submitted yet.

LM: The meeting committee also discussed the ways we can attract as many researchers as possible to the BioEM conference. One proposed way is to keep registration fee at an acceptable level (e.g. Guideline: 700 Euro for members, 200 Euro for students).

The impact of keeping registration fee low on local organisers' budget should be subsidized by the society by covering the following costs:

- Meeting website
- Plenary speakers
- Awards
- Contribution of Lawson to the conference
- Student support

As an example the case for BioEM 2023 has been discussed.

AP presented the budget for BioEM 2023 (Oxford) with high registration fee option (> 1000 EURO) and a low registration option (around 700 EURO) with significant discount for students. The latter is viable option if the society subsidizes the student registration fee, pays for abstract submission system and meeting website and the travel support for the plenary speakers.

8) Agenda for the General Assembly meeting

LM presented the draft Agenda for GA, NK approved and RN seconded. This agenda will be sent out to all society members ASAP.

9) Discussion on business plan for BioEM: proposals from the committees (Luc)

This item will be discussed in the next meeting (strategy), LM presented how this will be discussed:

- Proposals from Committees
- Sponsoring Journal
- Sponsoring meeting
- Sponsoring education
- Investment proposals (NK)
- Make a proposal for a calculated budget plan (including the vision on which the budget is based) (LM, NK)

10) Awards

FPoullietier: Myself and AH will be managing the awards for BioEM 2022. The number of awards for last year (8) was too many to manage. NK: the reason for two category (physical and online) was to avoid disadvantaging some over the others. FPoullietier: we will discuss this further.

FPoullietier: we also propose to reduce number of judges for each presentation from 5 to 3. Also to remove some of the restrictions about assigning judges to students to allow more judges for so many students (65 students this year). The board agreed that there is only a conflict of interest if the judge has published together with the first and/or last author the last three years.

AH also suggested to only consider the student abstracts that scored high in the peer review process, but this was rejected by the board.

It was also decided by the board that there will only be 6 prizes (3 poster and 3 platform) and no distinguishing between online and physical presentation.

11) Review of actions list

Action: NK to go back to designer to remove color red and go back to a combination of blue and green.

Action: RN to find out how much income Wiley makes from subscribers

Action: LM to finalise the content of the temporary website.

Action: LM to send the agenda for GA to Astrid to be sent out to all members

Outstanding actions for committees:

Financial committee

- Membership fee proposal
- Selection of Auditor
- Lawson contract

Awards committee

- List of awards + names of awards

Journal committee

- Compensation proposal
- Review of candidatures

Communication committee

- Adaptation of BEMS site
- Description of requirements list for BioEM platform

Meeting committee

- Budget BioEM2023

Education committee

- Erice school

12) AOB and Adjourn

Next board meeting (strategic) is on May 18 17:00 CEST

The board meeting of June 1 has been shifted to May 31 due to unavailability of LM.