

Minutes
Board meeting 20
BioEM

June 23, 2023
12:30 pm – 3:30 pm (UK)
Oxford University Mathematics Institute
Room C2

In attendance:

Physical meeting:

Luc Martens (LM)
Florence Poulletier (FPoulletier)
Niels Kuster (NK)
Olga Zeni (OZ)
Rich Nuccitelli (RN)
Frank Prato (FPrato)
Wout Joseph (WJ)
Azadeh Peyman (AP)
Bennett Ibey (BI)
Anke Huss (AH)
Lucas Portelli (LP) (arrived at 13:15)

Invited for point 9: Julien Modolo (JM) (online)
Invited for point 10: Theo Samaras (TS)
Melanie De Coster (MD) present for making notes.



1. Adoption of agenda

Agenda was adopted.

2. Minutes of the 19th board meeting: approval

The minutes of the nineteenth meeting were not yet circulated for approval. They will be reviewed and approved in the 21st meeting.

3. Overview of the actions of Meetings #19

1. Item 6.1: LM: Addition of Anke Huss to the education committee 
2. Item 6.1: LM: Add: Recording of invited speakers BioEM 2024 with their permission and making it available to the BioEM members as an extra service . It has been announced orally in the GA.
3. Item 8.2: RN will organise a meeting with Wiley and the journal committee.
4. Item 8.3: LM will ask Wiley access to statistics of journal for TS
5. Item 8.7: Leaflet for Dosimetry issue to be produced by December (TS)

4. Journal's best paper award

- a. Award for the best paper: It was agreed to send a special email announcement to all the members. TS will be responsible for drafting the email.

- b. Membership applications received during the conference: All applications were accepted and deemed valid. These applicants may participate in the competition.
- c. The competition will run until the end of May 2024.

5. BioEM 2023: Update

1. The Local Organizing Committee (LOC) provided a report on BioEM2023:
 - a. 291 participants attended the conference.
 - b. It was noted that the LOC needs to pay £36,000 to the society to settle outstanding dues.

6. TPC report

1. Only one speaker did not attend the conference.
2. The program was highly successful, and FPoullietier described it as a spectacular success: fantastic plenary speakers, workshops and tutorials and oral and poster sessions.

7. Retrospective of the GA

1. The GA went smoothly, and all approvals were obtained.
2. Next year, the GA duration will be extended to 1.5 hours instead of 1 hour to allow further discussions between members.
3. The possibility of scheduling the GA on a Tuesday next year was proposed for consideration.
4. The Young Scientist and d'Arsonval Award messages will be communicated to the members by the award committee.
5. The reviewing committee for the d'Arsonval Award will consist of the last five winners, who will provide evaluations. The final decision will be made by the board.
6. It was decided to shift the next board meeting to September to have time to establish a procedure for the two awards.
7. Action point: AP will send the rules for the d'Arsonval Award to the award committee for finalization before the board in September.

8. Proposal of potential candidates for elections

1. It was confirmed that OZ, LP, NK, and BI will be leaving the BioEM board of directors, as they were appointed by the former BEMS and EBEA boards and LM will also leave the board because of the limitation of the term of the president to two years.
2. Other members of the board are eligible for re-election.
3. AP will become president.
4. FP and RN may run again, but they were not eager to be candidates. However, Azadeh emphasized the need for continuity. Finally, FP, AH, WJ, and FP were willing to be candidate for re-election.
5. Candidates from America and Asia are desired.
6. NK will contact Masao Taki to become a member and join the nominating committee.
7. Action point: LM will organize a nominating committee meeting. The nominating committee was composed as LM (chair), OZ, NK, BI, Massao Taki (?)

9. TPC for BioEM 2025

1. The following potential TPC chairs for BioEM2025 were discussed: Francesca Appoliono (AP will approach for agreement), Olga Pakhomova (RN will approach for agreement), and if she declines, Claudia Moratori will be approached.

10. Presentation of BioEM 2025

A presentation was given by Julien Modolo for BioEM2025.

1. Rennes was proposed as the location for BioEM2025.
2. AP suggested not providing lunch to reduce costs, but this decision will be deferred until 2024.
3. Budget approval will be necessary in 2024.
4. The registration fee was deemed high and required further consideration.
5. Decision on appointing Rennes for BioEM2025: AP moved to approve, and FP seconded the motion.

6. Action point: JM will check if any funds are required to secure the chosen venues.
7. Action point: NK and LM: It was decided to contact the Chinese bioelectromagnetics society after the call for BioEM 2026 in October to again enhance the involvement of Chinese researchers.

11. Future Plans

1. The discussion on future plans for the journal was postponed to a later meeting. The results of the survey by Wiley about the journal submitted to the journal committee members and the editor in chief were received and will be discussed in the next meeting.

12. Review of decision list and actions list

1. Item 4.1: Award for the best paper: It was agreed to send a special email announcement to all the members. TS will be responsible for drafting the email.
2. Item 5.1: AP: pay £36,000 to the society to settle outstanding dues.
3. Item 7.7: AP will send the rules for the d'Arsonval Award to the award committee for finalization in September.
4. Item 8.6: NK will contact Masao Taki to become a member and join the nominating committee.
5. Item 8.7: LM will organize a nominating committee meeting.
6. Item 10.6: JM will check if any funds are required to secure the chosen places.
7. Item 10.7: NK and LM: contact the Chinese society after the call in October.
8. Item 9.1: The following potential TPC chairs for BioEM2025 were discussed: Francesca Appoliono (AP will ask), Olga Pakhomova (RN will ask), and if they decline, Claudia Moratori will be approached.
9. Item 13.1: MD: preparation of satisfaction survey

13. AOB and Adjourn

1. MD will prepare a quotation for BioEM2024 tasks that are not currently covered by the local organisers.
2. Satisfaction survey BioEM2023
 - a. Inquire about the attendees' opinions on the best aspects of the conference, the areas that could be improved, and any suggestions for changes.
 - b. Split the question regarding the gala dinner into separate inquiries about the location and the quality of the dinner.
 - c. Include an additional question asking participants if they prefer a conference that spans five days, including free Wednesday and Friday afternoons, or a four-day conference without any free afternoon.

Next Meeting Dates:

- **Monday, 18th September, 18:00 CET**
- **Sunday, 16th October, 18:00 CET**
- **Sunday, 13th November, 18:00 CET**
- **Monday, 11th December, 18:00 CET**