

**Minutes
General Assembly
BioEM**

June 19, 2023
12:30 pm – 1:30 pm (UK)
Oxford University Mathematical Institute
Room L1

Presentations Attached

Opening: Welcome by the President and presentation of the agenda

The President opened the meeting, welcomed all the participants, and presented the agenda for the meeting.

Approval and modifications of the agenda

A motion to approve the agenda was made by Rich Nuccitelli and seconded by Lluís Mir

Proposal of changes to the Bylaws and Approval

- Change in the term of the current board serving until the next meeting in Crete 2024
 - Approved by vote in the GA
- Approval President's presentation
 - Move to approve: René De Seze
 - Second: Micaela Liberti

Election

Presentation by Azadeh Peyman (President–Elect and Elections officer)

- There was a question raised regarding the process of suggesting candidates directly to the nomination committee instead of the approval of board members. It was clarified that the nomination committee has the authority to propose candidates, and the rest of the process would follow after board approval.

Report of the Treasurer

Presentation by Niels Kuster (Treasurer)

- a) Election of the Auditors
- b) Approval of the current financial statements
- c) Proposal and Approval of the 2023/2024 budget

The Treasurer presented a report on the organization's financial activities, including the election of auditors, approval of the current financial statements, and the proposal and approval of the 2023/2024 budget

Vote

- Approval that the auditors are not present at the meeting
 - Move to approve: René De Seze
 - Second: Micaela Liberti
 - Oppose: no
 - Abstain: no

- Approval of the business plan
 - Move to approve: Rich Nuticcelli
 - Second: Micaela Liberti
 - Oppose: no
 - Abstain: no
- Approval of the financial statements 2022 and the report of the auditors
 - Move to approve: Micaela Liberti
 - Second: Myles Capstick
 - Oppose: no
 - Abstain: no
- Approval of the Budget 2023
 - Move to approve: René De Seze
 - Second: Micaela Liberti
 - Oppose: no
 - Abstain: no
- Approval of the Budget 2024
 - Move to approve: Micaela Liberti
 - Second: Myles Capstick
 - Oppose: no
 - Abstain: no
- Granting discharge of the Treasurer
 - Move to approve: Micaela Liberti
 - Second: René De Seze
 - Oppose: no
 - Abstain: no
- Election of the auditors “Signer Consulting AG”
 - Move to approve: René De Seze
 - Second: Micaela Liberti
 - Oppose: no
 - Abstain: no

Report of the TPC chairs

As this report was already presented at the opening ceremony, no additional report was made by the TPC chairs.

Bioelectromagnetics Journal: report of the Editor in Chief

Presentation by Theodoros Samara (Editor in Chief)

The Editor in Chief of the Bioelectromagnetics Journal presented a report on the journal's activities, including the introduction of "the best paper award" for the best approved paper by BioEM members to Bioelectromagnetic Journal in 2023 (1/1/2023 –31/12/2023) and the proposal to extend the editorial board.

Any other business

No additional items were discussed under "Any other business."



BioEM

Second General Assembly

19 June 2023

Agenda of General Assembly

1. Opening: Welcome by the President and presentation of the Agenda
2. Approval and modifications of the Agenda
- ~~3. Proposal of changes to the Bylaws and Approval~~
4. Report of the President and Approval
5. Report of the Treasurer:
 - Election of the Auditors
 - Approval of the current financial statements
 - Proposal and Approval of the 2023/2024 budget
6. Elections
7. Bioelectromagnetics Journal: report of the Editor in Chief
8. Report of the TPC chairs
9. Any other business



Approval and modifications of the Agenda



Report of the President and Approval
Luc Martens

Summary of Board meetings

- 11 meetings since the general assembly (in total 19 since the start), all online except for the meetings at BioEM conference
- BioEM board activities
 - Supported the BioEM 2023 TPC for selection of invited speakers, workshops, and tutorials
 - New website, abstract and awards module
 - Short Term Missions for students and requirements implementation
 - Discussions with Wiley and editor-in-chief of Bioelectromagnetics journal to raise the quality of the journal
 - Selection of organizer BioEM2024 and call for organizing BioEM2025
 - Call for services to support BioEM board, BioEM conference and website (sent to Lawson, IT'IS and Melanie De Coster)
 - Business plans 2023-2024
 - Finalising awards for 2024
 - Discussion and planning of elections

Thanks to The BioEM board of directors

- Luc Martens, President
- Azadeh Peyman, President Elect and Executive Secretary
- Niels Kuster, Treasurer
- Anke Huss
- Bennett Ibey
- Wout Joseph
- Rich Nuccitelli
- Lucas Portelli
- Florence Poulletier
- Frank Prato
- Olga Zeni

Thanks to the Committees

- Membership (Azadeh Peyman, Lucas Portelli, Olga Zeni, Rich Nuccitelli)
- Awards (Florence Poulletier, Anke Huss, Wout Joseph, Bennett Ibey)
- Journal (Rich Nuccitelli, Frank Prato, Niels Kuster, Luc Martens)
- Communication (Luc Martens, Azadeh Peymann, Olga Zeni, Lucas Portelli)
- Finance (Niels Kuster, Bennett Ibey, Luc Martens, Azadeh Peyman)
- Education (Olga Zeni, Anke Huss, Frank Prato, Rich Nuccitelli, Florence Poulletier)

Activities in the Board and Committees (1)

- Membership committee
 - Approving new members
- Awards committee
 - Decision on student award prices
 - Discussion on the awards for next year
- Journal committee
 - Meetings with Wiley and Editor-in-Chief
 - Calls for 2 special issues of BioElectromagnetics (Neurostimulation, call deadline end of 2023, Exposure assessment in 2024).

Activities in the Committees (2)

- Communication committee
 - Implementation of new BioEM website platform , abstract submission/review, and awards module.
 - Selection of website designer (Batallion)
 - Weekly follow-up of implementation
 - Social media (Linkedin)
- Finance committee
 - Budget plan for 2023-2024
- Education committee
 - Erice School initiative
 - Acceptance of proposal by Anke Huss and Monica Guxens to organize a Course on Electromagnetic Fields and Epidemiology in 2024
 - Short Term Missions for students:
 - Doc with call and doc with requirements/ selection criteria of STMs
 - Selection of students with a grant (See poster)

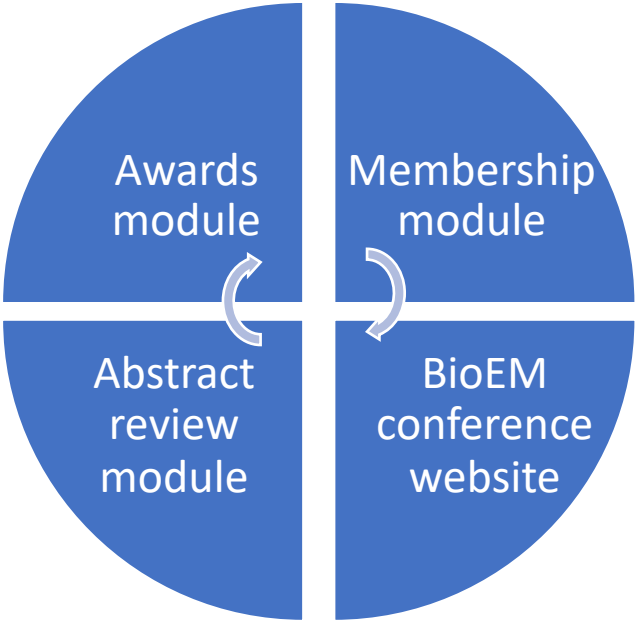
Contracts

- Melanie De Coster: to support the website development and maintenance, Board meetings and BioEM meeting
- Assets transfer agreement (BEMS to BioEM)
- Contract with Wiley for the Bioelectromagnetics journal
- Contract with Editor-in-Chief Bioelectromagnetics journal Theo Samaras
- Memorandum of Understanding with the Erice School

Membership

- Status of membership numbers: 148
 - Full members: 99
 - Student members: 32
 - Emeritus members: 10
 - Honorary members: 1
 - Associate members: 6

New website



The frontier of bioelectromagnetic science

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Implementation of Business plans for BioEM

- See presentation of treasurer
- Investments
 - Investments in shares and warrants
 - Invested in Short Term Missions for students
 - Keeping member fees (especially for students) low

Term of the current board of Directors

- Term for the board of directors = 2 years
- The current board started on 8th of February 2022
 - Therefore: official end is 7th of February 2024
- Question to the members: Do you agree with extending the term of the board until BioEM 2024 meeting in Crete
- Reason: smooth hand-over to the new board (elections in first half of 2024)
- From the bylaws: *“5.3.1: Time: The elections of the Board shall be held in election years prior to the regular General Assembly meeting. Those elected shall take office at the General Assembly meeting.”*

My vision for next year (June 23, 2023 – Jun 22, 2024)

- Support editor-in-chief to strengthen our journal
 - Please submit your research to Bioelectromagnetics journal and cite papers from Bioelectromagnetics!
- Make the Short Term Missions even more successful
- Continue with high-quality conferences (including invited speakers)
- Make BioEM the number 1 society on bioelectromagnetics
- Provide a smooth hand-over for the new board
- Add value for the members
- Listen to you about your ideas!

Elections

Azadeh Peyman will be the election officer responsible for organizing the elections



Report of the Treasurer
Niels Kuster

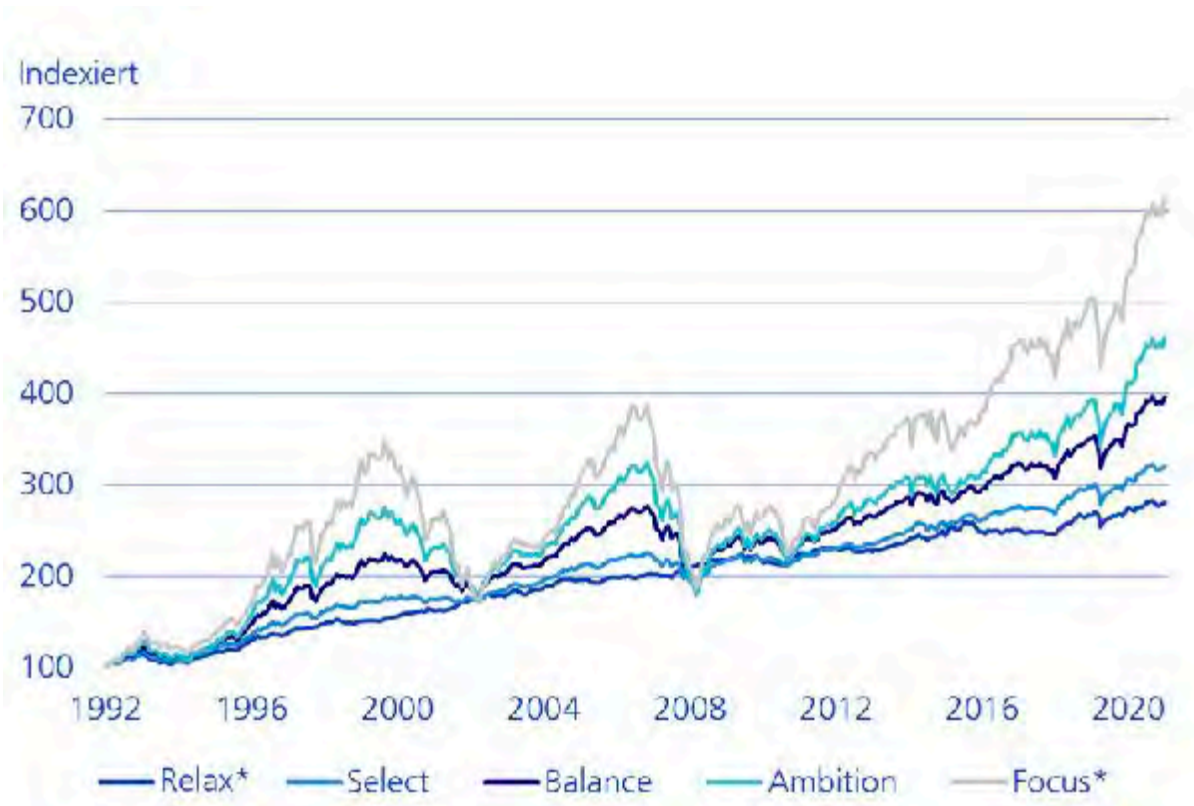
Formality

■ approve that auditors are not present

What Happened

- BioEM bank account established
- all assets from EBEA and BEMS transferred in 2022 except USD ≈80k from BEMS
- staggered investment in ZKB according to GA 2022
- Business Plan developed
- Administrative / Organization Supporting Company Hired
- Audit performed by Signer Consulting AG on June 11, 2023

Investment Plan



- The board (BoD 20220531) decided to propose the following investment plan to the GA investment fund: ambition
 - 250'000 asap
 - 250'000 on end of september
- ZKB Ambition
 - 40 % - 85 % in shares
 - 15 % - 60 % in bonds and other
- GA approved to invest 500k staggered
 - managed by ZKB investment arm
 - delayed by approval process
 - EUR 150,000 (16.6.2023 = **EUR 153'172.21**)

BioEM Business Plan (Longterm Balanced Budget)

Income		Expenses	
Membership (140*EUR 100)	14'000	Loan for Conference	30'000
Journal Subscription (40*75)	3'000	Support for Conferences	5'000
BioEM Meeting Profit	30'000	Student Grants (STM = 10 x 2500)	25'000
Sponsoring	0	Awards (d'Arsonval (10000), Young Scientist (5000))	15'000
Profit Sharing Wiley	70'000	GA / BoD Expenses (lunch,etc.)	5'000
Editorial Support (Wiley)	15'000	Communication & Webpage	4'000
Gain on Investment (4%/year above	20'000	Consulting (accounting & legal & insurances)	6'000
Other income	0	Editor in Chief	25'000
		Administration	36'000
		Bank and Payment Fees	500
		Exchange Rate Differences	500
		Taxes	0
Total incl. extraordinary	152'000		152'000
Profit / Loss			0

BioEM Treasurer's Report - Financial Statements 2022 (EUR)

Current Assets	2022
cash and cash equivalent	541'221
trade receivables from third parties	0
other current receivables from third parties	0
accrued income and prepaid expenses (naqoya/prepaid expenses)	90'462
Total Current Assets	631'683
Non-current Assets	
financial assets	0
Loans (to LOC Oxford, paid in 2021)	22'542
Investments	0
Total Non-current Assets	22'542
Total Assets	654'225

- not including remaining funds from BEMS: ~USD80k
- not including EoC expenses 2022: EUR -12.5k

BioEM Treasurer's Report - Financial Statements 2022 (EUR)

Current Liabilities	2022
trade payables (open invoices)	24'610
other current liabilities to third parties	178
deferred income and accrued expenses	0
current provisions	0
Total Current Liabilities	24'788
Non-current Liabilities	
provisions	0
Total Non-current Liabilities	0
Total Liabilities	24'788

BioEM Treasurer's Report - Financial Statements 2022 (EUR)

Equity	2022
Voluntary retained earnings or accumulated losses	
profit carried forward	647'414
net income / loss for the year	-17'977
Retained Earnings/accumulated losses	629'437
Total Equity	629'437
Total Equity and Liabilities	654'225

BioEM Treasurer's Report - Financial Statements 2022 (EUR)

Income Statement	2022
Income	
Membership Fees	98
Journal Subscriptions	0
BioEM Meeting	74'570
Sponsoring	0
Total Income	74'668
Gross profit	74'668

BioEM Treasurer's Report - Financial Statements 2022 (EUR)

Income Statement	2022
Expenses	
Support for Conferences	0
Student Grants	0
Awards	0
Council Meetings	0
Communication & Webpage (Battalion, Lawson)	68'066
Consulting (legal)	3'621
Administration (Komeleon)	17'202
Bank and Payment Fees	141
Exchange Rate Differences (BEMS Payments, Lawson invoices (USD))	3'615
Taxes	0
Total Expenses	92'645
Operating Result	-17'977

BioEM Treasurer's Report - Budget 2023

Income	budget	2023/6	Expenses	budget	2023/6
Membership (200*EUR 100)	20'000	12'675	Loan for Conference	32'000	0
Journal Subscription (40*75)	3'000	75	Support for Conferences	0	0
BIOEM Meeting Payback of Loans	32'000		Student Grants (STM = 5 x 2'000)	10'000	10'000
Sponsoring	0		Awards (d'Arsonval (4000), Young Scientist (2000).	6'000	0
Profit Sharing Wiley	80'000		GA / BoD Expenses (lunch,etc.)	1'000	5'025
Editorial Support (Wiley)	15'000		Communication & Webpage	25'000	20'412
Gain on Investment (4%/year above	20'000	1'3172	Consulting (accounting & legal & insurances)	1'000	1'828
Other income	0		Editor in Chief	25'000	
			Administration	5'000	19'337
			Bank and Payment Fees	100	480
			Exchange Rate Differences	100	410
			Taxes	0	
Total incl. extraordinary	170'000	12'750		105'200	57'492
Profit				64'800	-44'742

■ expected payback oxford: ~42k

BioEM Budget 2024

Income		Expenses	
Membership (140*EUR 100)	14'000	Loan for Conference	30'000
Journal Subscription (40*75)	3'000	Support for Conferences	5'000
BioEM Meeting Profit	30'000	Student Grants (STM = 10 x 2500)	25'000
Sponsoring	0	Awards (d'Arsonval (10000), Young Scientist (5000); best paper: 2500)	17'500
Profit Sharing Wiley	70'000	GA / BoD Expenses (lunch,etc.)	5'000
Editorial Support (Wiley)	15'000	Communication & Webpage	4'000
Gain on Investment (4%/year above	20'000	Consulting (accounting & legal & insurances)	6'000
Other income	0	Editor in Chief	25'000
		Administration	36'000
		Bank and Payment Fees	500
		Exchange Rate Differences	500
		Taxes	0
Total incl. extraordinary	152'000		154'500
Profit			-2'500

BioEM - Bank Account Signatory Rights

- Authorized to view account, set-up, sign off and release payments:
 - Azadeh Peyman (president elect)
 - Niels Kuster (treasurer)
 - Luc Martens (president)
 - jointly, i.e. two need to authorize any payment
- Authorized to view account and set-up payments:
 - Jacqueline C. Pieper, CFO IT'IS Foundation
 - Rebekka Akrong, accountant IT'IS Foundation, responsible for BioEM accounting
- no authority to release payments

To the General Assembly of
BioEM
8004 Zürich

Zürich, Juni 3, 2023

Report of the statutory auditor on the limited statutory examination to the General Assembly of BioEM, 8004 Zürich

As statutory auditor, we have examined the financial statements (balance sheet, income statement and notes) of **BioEM** for the year ended December 31, 2022.

These financial statements are the responsibility of the board of directors. Our responsibility is to perform a limited statutory examination on these financial statements. We confirm that we meet the licensing and independence requirements as stipulated by Swiss law.

We conducted our examination in accordance with the Swiss Standard on the Limited Statutory Examination. This standard requires that we plan and perform a limited statutory examination to identify material misstatements on the financial statements. A limited statutory examination consists primarily of inquiries of company personnel and analytical procedures as well as detailed tests of company documents as considered necessary in the circumstances. However, the testing of operational processes and the internal control system, as well as inquiries and further testing procedures to detect fraud or other legal violations, are not within the scope of this examination.

Based on our limited examination, nothing has come to our attention that causes us to believe that the financial statements and the proposed appropriation of available earnings do not comply with Swiss law and the company's articles of incorporation.

Signer Consulting AG



Yvonne U. Signer
(rap. Treuhänderin / zugelassene Revisorin)

Appendix: Balance Sheet as at December 31, 2022
Income Statements 2022
Notes to the Financial Statements

Decisions

- approval of the Business Plan
- approval of the Budget 2024
- approval of the financial statements 2022 and the report of the auditors
- granting discharge of the treasurer
- electing auditors "Signer Consulting AG"



Elections

Azadeh Peyman

BioEM Election Procedure

By-Laws of BioEM section 5.3

Time

The elections of the Board shall be held in election years prior to the regular General Assembly meeting. Those elected shall take office at the General Assembly meeting.

The newly elected board will take office at GA meeting 2024.

- Important notice: Since the current board took office on February 2022, it has been decided by the GA that their term will be extended by 5 months until June 2024 when new board will be announced.

BioEM Election Procedure

By-Laws of BioEM section 5.3

Nominating Committee

- Immediately after the annual General Assembly prior to an election year, the Board shall appoint a Nominating Committee consisting of the President and three Board members who cannot be re-elected. The Nominating Committee shall elect its chairperson upon its appointment.

Nomination committee members for 2023:

Luc Martens (chair)

Committee finalised in board meeting on Friday June 23.

Election Officer

- The Board shall appoint an Election Officer who shall generally be the Executive Secretary.

Election officer for 2023: Azadeh Peyman



BioEM Election Procedure

By-Laws of BioEM section 5.3

- At the General Assembly in between two election years, the Election Officer shall **request the Members to suggest eligible Members to run for office** and explain the procedure for making suggestions by petition.
- Ten (10) Full Members may submit a suggestion of eligible Members to run for office to the Nominating Committee **not later than sixty (60) calendar days** prior to the **election date**. The Nominating Committee shall add a sufficient number of further suggestions if it has not received a sufficient number of suggestions of eligible Members to run for office who confirmed their candidacy.
- The Nominating Committee shall provide to the Election Officer not later than thirty (30) calendar days prior to the election date a proposal with not less than two (2) candidates for the position of President-Elect and for the other Board members a proposal with not less than two more candidates than positions to be filled. **The nominees can only be candidates for one position and must have confirmed their candidacy to the Nominating Committee.**

BioEM Election Procedure

By-Laws of BioEM section 5.3

- The Election Officer shall prepare the ballot voting based on the list of candidates received from the Nominating Committee. In the event the ballot is held electronically, the Election Officer shall arrange the electronic ballot platform.
- The Election Officer shall give notice of the ballot voting to each **Member entitled to vote not later than twenty (20) days prior to the election date**. The Election Officer shall make available **the ballot instructions, the necessary information materials (including CV of each candidate)**, voting materials and, in the event the ballot is held electronically, provide electronic access to the Members entitled to elect.
- The Election Officer shall certify and count the ballots and report the results to the President, the Board, the Candidates and subsequently to the Members.
- Election Vote: A Member may elect in the ballot one (1) person for each Board position to be filled. Ballots received later than the date prescribed in the ballot instructions will be considered null and void.

BioEM Election 2023/2024 Dates

Call for eligible Members to run for office:

Opens Today (19 June 2023)

Please send your suggestions for president-elect and nine board members (agreed amongst 10 full members) with the nominees' CV and a cover letter to president@bioem.org

Deadline for submission of nominees to nomination committee:

30 December 2023

Instruction of ballot voting and candidates information sent to voting members:

10 January 2024

Election Date: 1 February 2024





Bioelectromagnetics Journal: report of the Editor in
Chief

Theodoros Samaras



Report of the TPC chairs

Yasir Afladhl



Welcome from the Technical Program Committee

Florence Poulletier de Gannes & Yasir Alfidhi

Invited Program

- **4 plenaries**
 - Magnetic compass sensing in migratory songbirds using radical pair magnetoreceptors
 - The State-of-The-Art and Future of Non-Invasive Neuromodulation
 - The Exposome Paradigm to Understand the Environmental Origins of Health and Disease
 - To Build a Biofilm: Modeling Polymicrobial Communities and Cytotoxic effects of pulsed electric fields on Gram-positive bacteria: planktonic cells vs. bacterial biofilms
- **1 tutorial**
 - High-frequency dielectric characterization of materials: methods and a practical example
- **5 workshops**
 - Transcranial Magnetic Stimulation: Past, Present and Future
 - Spinal cord injuries and possible strategies to repair them
 - Reviewing for the WHO RF EMF Health Risk Assessment
 - Workshop on the Activities of IEEE International Committee on Electromagnetic Safety
 - Magnetolectric nanoparticles: principles and applications in medicine and biology



Technical program

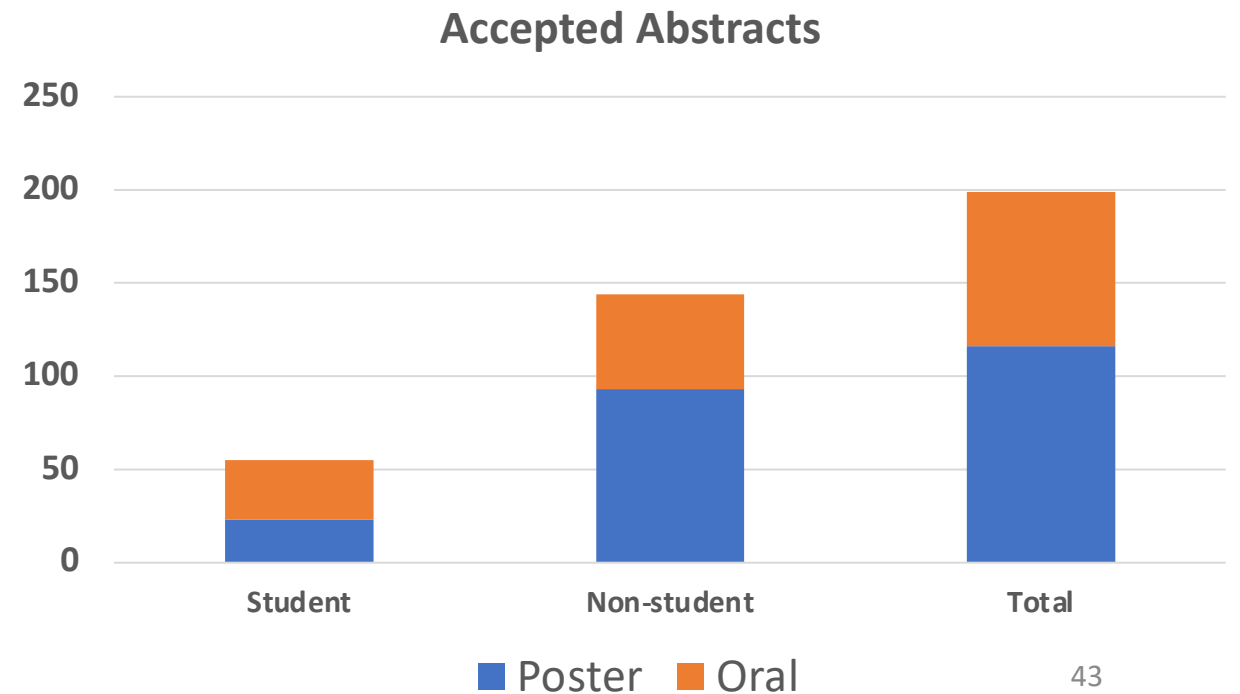
- **14 platform sessions**
 - 83 presentations
- **2 student flash poster sessions**
 - 22 presentations
- **2 regular poster sessions**
 - 116 posters
- **2 award sessions (Student and Pilla)**

- RF, MW & mm waves
- Experimental Dosimetry
- Numerical Dosimetry
- In-vitro
- Biological and medical applications
- Human studies
- Standards and public health policy
- Electroporation & Pulsed E-field applications
- Public & Occupational Health
- Epidemiology
- In-vivo
- ELF
- Mechanisms

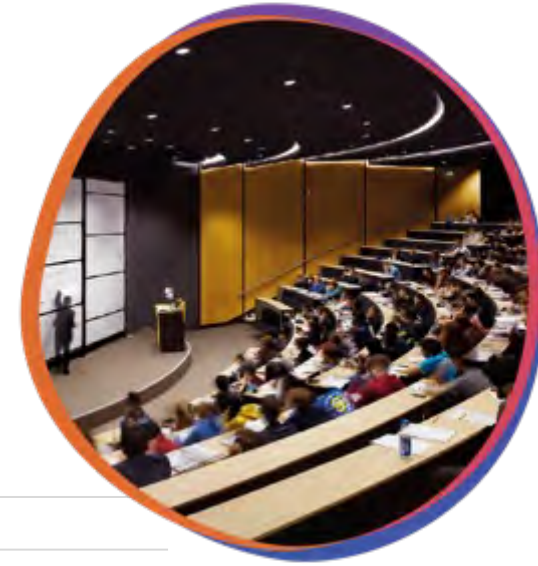
Technical program

228 submitted abstracts

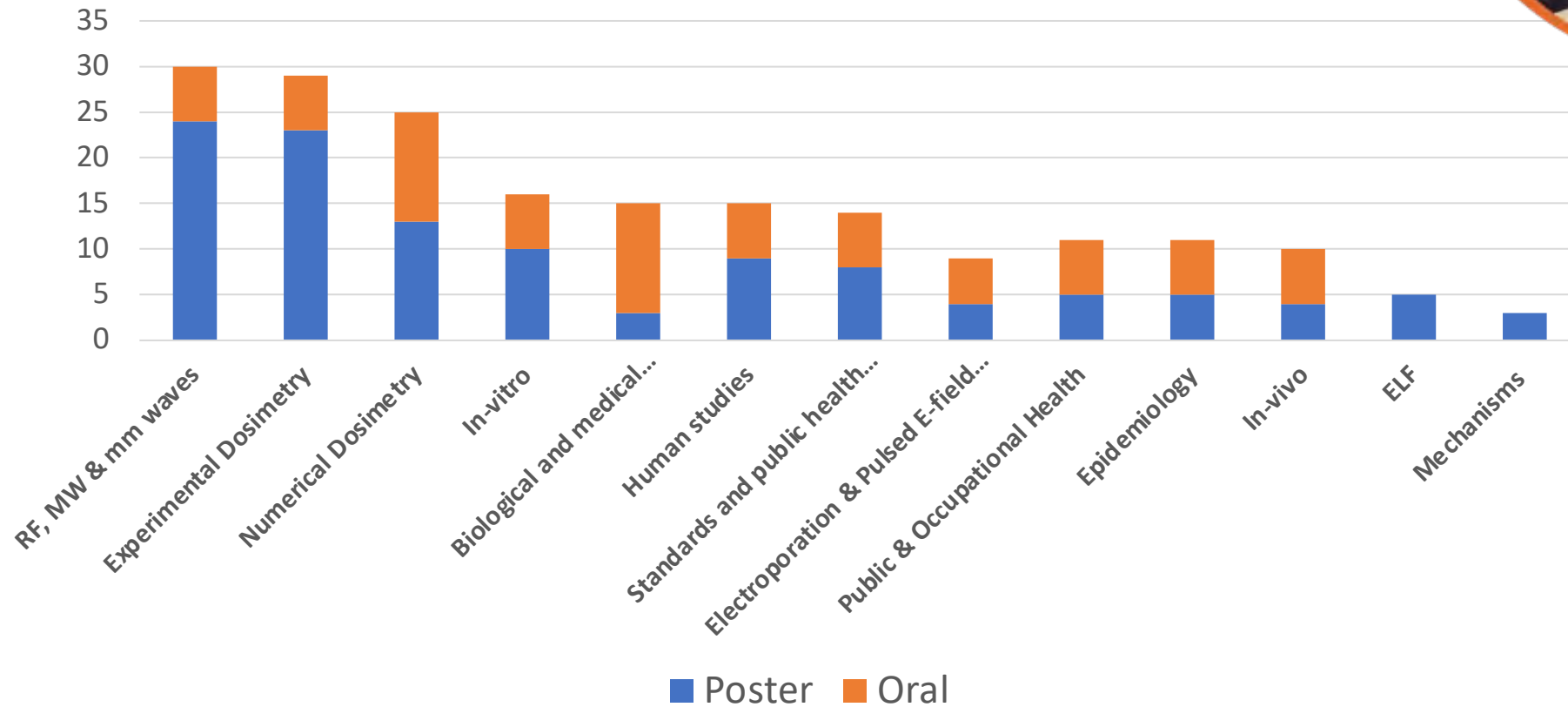
- ❑ 1 rejected, 5 withdrawn
- ❑ 23 Workshops (20 non-students & 3 students) – excluded from statistics
- ❑ 58 student papers (59 during the BioEM 2022)



Technical program



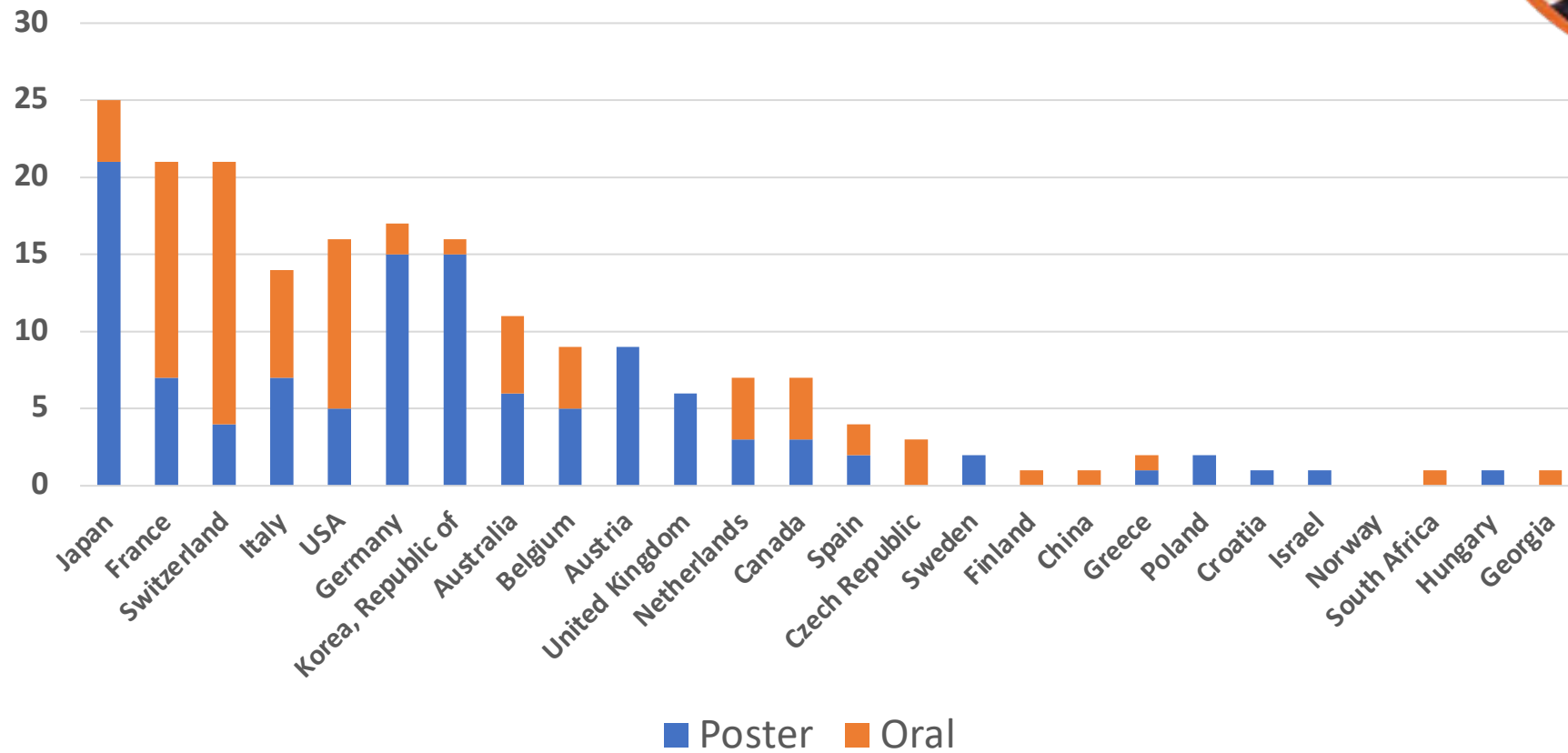
Multidisciplinary: Abstract by Topic



Technical program



Multinational: Abstract by Country



Acknowledgements

Thanks!

- ❑ **Melanie De Coster** for her unwavering support
- ❑ **LOC** for for their efforts in accommodating the program and organizing special moments together and our funny exchanges
- ❑ **115 Reviewers**
- ❑ **You**

**We hope you will
have an enjoyable
experience in Oxford!**





Any Other Business