

Australian Microscopy and Microanalysis Society

2015 AMMS Annual General Meeting

Meeting held on Thursday 12th February 2015 between 12.30-1.30

Start: 12.45 hs

Finished: 13.30 hs

- 1. ATTENDANCE** Eleanor Kable, Graeme Auchterlonie, Martin Saunders, Katie Levick, Ben Wade, Simon Hager, Rhiannon Kuchel, Will Rickard, Pat Trimby, Karsten Goeman, Ryan Shaw, Mark Greaves, Chris East, Janet Muhling, Peter Miller, Nestor Zaluzec, Colin Veitch, Mark Blackford, Ron Rasch, David Steele, Angus Netting, Dave Mitchell, Karen Privat, Natalia Danilove

Martin Saunders opened the meeting and ask if there were any objections for the secretary to record the meeting. None were raised. Apologies were called for

2. APOLOGIES

Ray Withers, Trevor Hinwood, Jennifer Wong-Leung, Matthew Field, Jeremy Shaw,

3. MINUTES

It was noted that the Minutes from the last meeting were available on the web for some time.

Motion: Minutes from the 2014 AGM be accepted

Proposed: Colin Veitch

Seconded: Mark Blackford

Carried: Unanimously

4. PRESIDENT'S REPORT. (*Martin Saunders*)

- Acknowledgement of outgoing members
Brendan Griffiths has resigned from the role of International liaison officer. We would like to thank him for all of his efforts in this role.
John Fitzgerald (the Public Officer) has retired from ANU and we are having trouble contacting him. We hope to do so to determine if he is still willing to be our Public Officer.
Ray Withers has retired from ANU and has offered to retire from his role as AMMS representative to the AAS at the next AGM
- Congratulations to AMAS for the very successful meeting.
- ACMM24 will be held in Melbourne in 2016. Members and non-members are encouraged to attend. More information will be provided later in the meeting.
- IMC 19 bid was successful to bring it to Australia for the first time since 1974. It will be held in Sydney in September 2018. Martin thanked Simon Ringer and Paul Munroe for successfully leading the bid. There was a huge effort by many of the society members in Prague. Martin asked Simon to say a few words. In reply Simon acknowledged that it was a team effort from the Conference and AMMS committee. It was a formidable task that many people contributed to. IFSM will send us a document which AMMS and IFSM will sign as a memorandum of agreement as to the running of the conference.
- Usually the location of the next ACMM conference is determined at the current ACMM meeting. However, as the International conference is held every 4 years and as this will fall in the same year as we would normally hold a national conference we had already agreed that we would hold these conferences together so ACMM25 will be combined with IMC 19 in September 2018 in Sydney. This means that we have already determined the venue for ACMM25 a year ahead of the normal schedule. As organisers of this ACMM conferences are automatically elected members of the AMMS Executive, it is proposed that Simon Ringer be elected to the AMMS executive with immediate effect, rather than waiting until the Melbourne ACMM, so that he is better able to engage with IFSM on behalf of AMMS.
- Addition of Simon Ringer to AMMS Executive (Motion)

<p>Motion: To elect Simon Ringer to the AMMS Executive with immediate effect as Convenor of ACMM25/IMC 19.</p> <p>Proposed: Nestor Zaluzec</p> <p>Seconded: Ron Rash</p> <p>Carried: Unanimously</p> <p>Accepted by Simon Ringer (History was made by having two ACMM convenors on the executive at the same time)</p>

- The Executive has been discussing the idea of Corporate Membership. It is allowable in the constitution but not defined. The idea is to bring a closer connection with the wonderful people who support our conferences through their sponsorship. We are hoping to define this membership category after careful discussions with potential Corporate Members.
- Special Interest Groups. There has been a bit of flux with these. The Microscopical Society of Australia is going to change its name so that we don't have the appearance of society within a society. The new name will be Light Microscopy Australia. This name also makes it more relevant. It was also discussed that we possibly should have more special interest

groups. The role of special interest groups is to be made up of members with an interest in a particular technique or subject. This group then can have input into what happens at conferences and workshops. Please contact Martin with any ideas for starting a Special Interest Group. A SIG should represent a significant cohort of AMMS members, e.g. should have at least 20 members. They can then contact the society for funds to run an event. Nestor offered to send the information on FIGs that the US society uses. For MSA FIGs here needs to be a certain number of members to start at group and then they need to build and sustain a number. If it drops below a certain number then it no longer exists. They encourage FIGs to hold sessions at the conference and to hold separate meetings during the year apart from the conference. Martin suggested the SIG do not run their own finances as this simplifies things for them and the AMMS Treasurer. The Western Australian Special interest group has decided not to act as a separate group anymore and has given their money back to the society. It is envisaged that this SIGs would not be state based but national technical groups. We hope this may help bring in more members.

5. TREASURER'S REPORT. (*Graeme Auchterlonie*)

Treasurer report attached Appendix 1.

MOTION: The treasurer's report be accepted.

Proposed: Colin Veitch

Seconded: Mark Blackford

Carried: Unanimously

Graeme asked if any member was in possession of original documents related to the establishment of the AMMS trust funds. Peter Miller suggested that previous Treasurers' reports would provide a historical record of how the funds were managed.

Angus Netting, as convenor of ACMM23 in Adelaide, had returned the seed funds provided by the Society and had made a healthy surplus that has gone back into the main Society account. The Treasurer congratulated Angus and his committee for running a successful conference.

The membership now works online. The Treasurer's workload has now gone down incredibly as a result.

Automation still needs to be done. Next item to be instigated will be invoicing.

It also needs to be ported to the AMMS server. It is iphone, ipad, PC and Mac friendly.

With the online system in operation, we have more members having renewed their membership at this time of year by a factor of two than we normally have.

The accountant has done all the BAS statements but the audit still to be done. There will be a late fee to be paid of \$38.00 for the late submission of the audit. John Fitzgerald needs to be contacted so that this audit can be submitted. Executive is currently working hard to contact John Fitzgerald. If he is unable to be contacted or if when he is contacted he no longer wishes to carry out the role of Public Officer we have contacted another member who is resident of Canberra to take over this role. John has done a great job to date and we hope to be able to contact him.

6. NEWSLETTER REPORT. *(Rhiannon Kuchel)*

Rhiannon has produced one issue so far. The first issue was slightly easier to do due to the Prague conference and the wonderful success we had there. The second issue is going out a little late to include the AMAS conference. The advertisers have been very supportive. Please continue to contribute articles. The newsletter is what the members make it so please continue to support it.

Martin asked for all members to help out and provide articles from their research groups.

7. CONSTITUTIONAL CHANGE

Martin discussed the reason we had flagged a constitutional change. This will allow us to pay bills electronically. If we take out the word signed and change it to authorised we will no longer be forced to pay everything by cheque. The executive has approved this. It was requested by Peter Miller to show the full paragraph. When this was shown to the members in the meeting it was pointed out that there needed to be another minor change to make draw cheques to make payments.

Motion: To delete section 16.3(old) as this is implied in section 16.5(old).

To change one word signed (old 16.5) to authorised (new 16.4). and draw cheques to make payments

These changes will allow electronic banking rather than having to draw a cheque which is required to be signed by two executive committee members who are located in two different cities. Now it will be performed by 2-part electronic authorisation. It will also allow conference organisers not to have to pay by cheque.

Motion: That the amended Change as above be accepted.

Proposed: Mark Blackford

Seconded: Karsten Goeman

Carried: Unanimously

8. Any other business

Martin invited Peter Miller to update the meeting on ACMM24.

ACMM24 will be held in Melbourne at the Melbourne Convention and Exhibition Centre and it will be held between the 31st January and 4th of Feb. Website is updated. Convenor is Eric Hanssen. Andrew Sullivan is organising workshops, which will be held before the meeting. Currently two confirmed plenary speakers John Spence and Grant Jensen. Abstract deadline still to be announced.

Please encourage people to attend the meeting and to join the society.

Colin Veitch the Publication officer requested help in finding missing proceedings. He requested Proceedings from the AMMS meeting of 1981, 1983 and 1985. He is more than happy to scan these and return them to the person who has them. This will allow us to have a complete record of all conference proceedings and newsletters.

AMMS Treasurer's Report for 2014

12th February, 2015

This is the AMMS Treasurer's Report for 2014

Accounts:

Account Separation:

All "Trust" and Fund Accounts were previously consolidated into two accounts, a business account and an on-line saver account (low interest) but have been separated back into their respective funds according to the AMMS Constitution.

Three term deposits have been setup with respective savings accounts, so that interest can be accrued into the correct account at the end of the term:

Goodchild	\$25,000	10 months	3.75%	Savings	\$5,872.66
International Conf	\$50,000	10 months	3.75%	Savings	\$17,373.33
Farrant	\$150,000	12 months	3.85%	Savings	\$18,915.95

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Balance Sheet Breakdown:

at 31-12-2014

Revenue		71,626.97
ACMM23	ACMM23 Seed Funds Return	25,000.00
ACMM23	ACMM23 Profit/Loss	31,528.59
Newsletter Ad	Newsletter Ad	5,933.38
Subscription	Subscription	9,165.00
Expenses		-69,849.27
Accountant Costs	Accountant Costs	-2,156.00
ACMM24	ACMM24 Seed Funds sent to PCO ASN Conferences	-25,000.00
AMMS Banners	AMMS Banners	-49.00
Awards	AMMS Awards	-20.95
Awards	AMMS Bursary	-10,630.00
Awards	Farant Award	-2,000.00
Awards	FEMMS Bursary	-3,582.30
Database	Database	-1,925.00
Membership	STA Membership	-2,123.80
Membership	IFSM Membership	-943.61
Insurance - AON	Insurance - AON	-1,727.66
Newsletter Cost	Newsletter Cost	-18,668.00
Regulatory	Office of Regulatory Services	-23.00
Web	ABG Pages for OnLine advertising	-999.95
Profit/Loss		1,777.70

AMMS Bottom Line:

Goodchild	\$31k
Farrant	\$169k
AMMS	\$103k
Int Fund	\$67k
Operating	\$36k

AMMS Treasurer's Report for 2014

12th February, 2015

Subscription update:

107 subscribers used the new system

4 complaints

17 were happy with the new system

86 no comment

Treasurer Workload:

>20x therefore this position is no longer an onerous task (hint)

Invoicing the Newsletter Advertisers will be the same process

To Do:

Change to AMMS generic account

Treasurer.AMMS@www.microscopy.org.au (for example)

Treasurer can link their email to this generic email

Move to www.microscopy.org.au server.

Port the database into a linux (free) database and run on Linux server

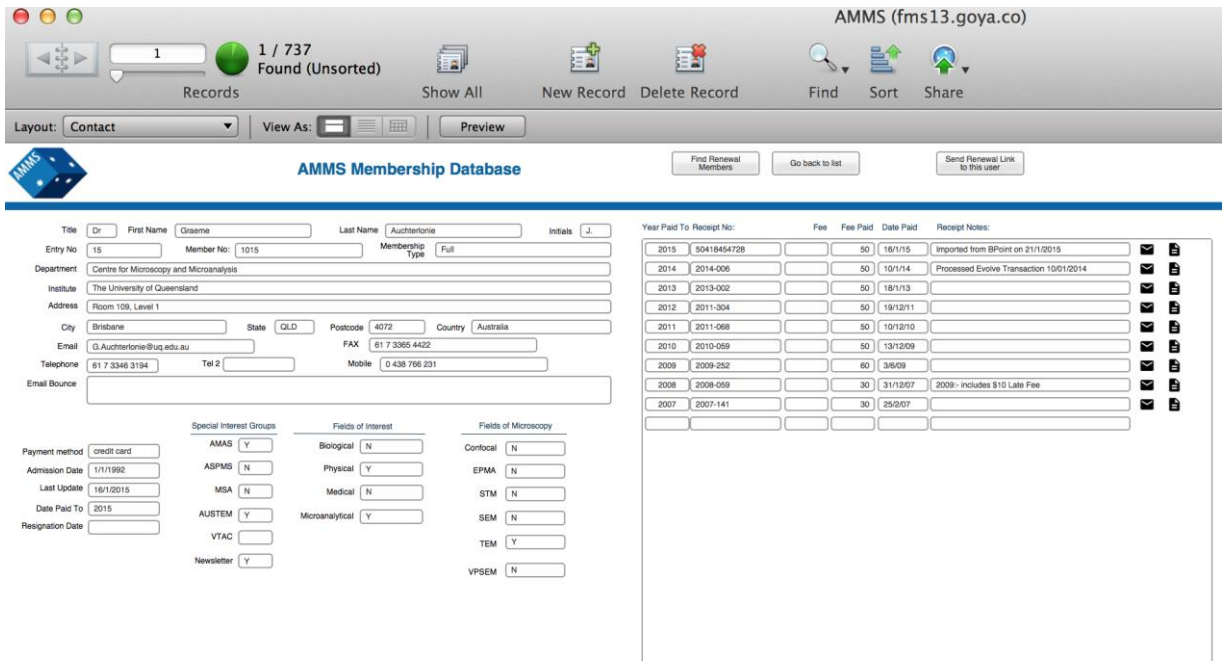
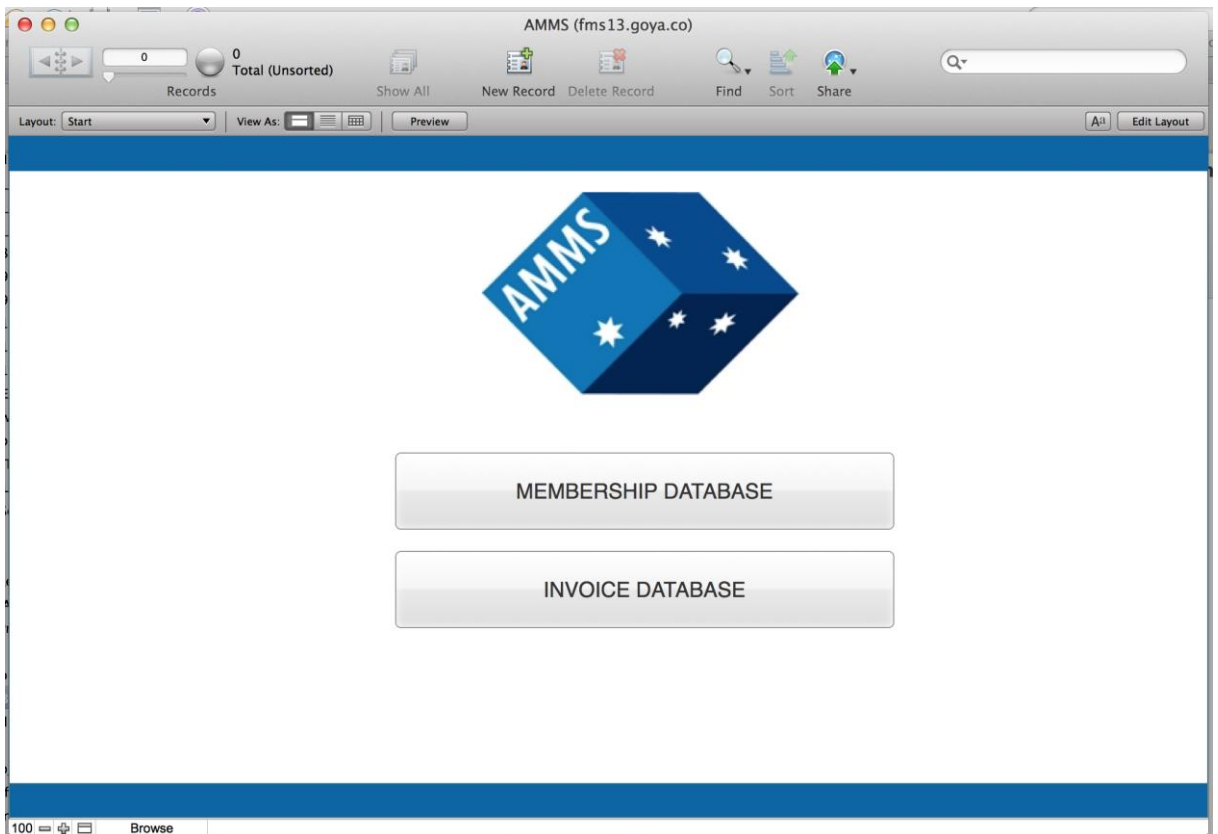
Access:

Member – change their own contact details only

PC-friendly, iPad-friendly, Smart-phone-friendly

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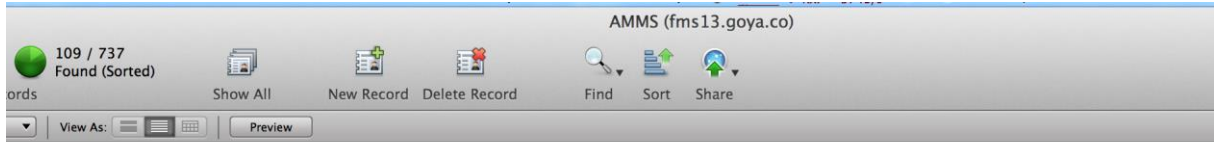


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To send out membership renewals:

It is just 2 clicks



The AMMS Database is automatically updated.

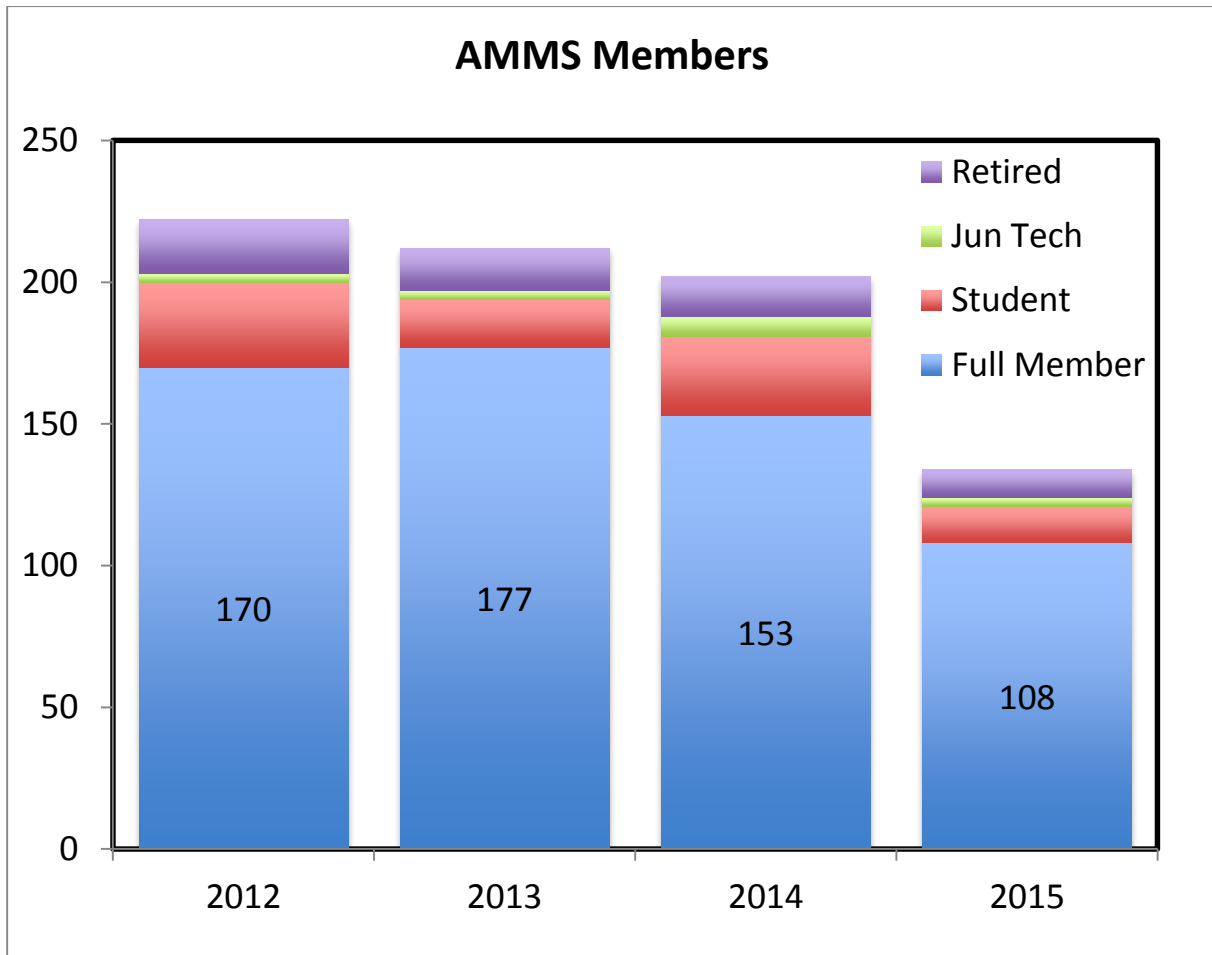
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Membership update

Society membership numbers are summarised in the table below.

Membership types as at 10th Feb



Graeme John Auchterlonie
AMMS Treasurer