



Australian Microscopy and Microanalysis Society

(Formerly The Australian Society For Electron Microscopy Inc.)
ABN 92 914 631 038

Minutes of the Annual General Meeting (2008)

2008 Annual General Meeting of AMMS Inc. held during ACMM20 & IUMAS_IV at The Perth Convention Centre, Perth, on Tuesday 12th February, 2008.

5:30 pm. Meeting declared open by Alex Hyatt. The members were informed that the meeting was being recorded to assist in the preparation of the minutes.

1. Apologies

Sally Stowe, Meredith Wallwork, Trevor Hinwood, Steve Hinckley, Marion Stevens-Kalceff, Kath Smith, Hans Brinkies, Ellie Smith, Jacinta White.

Alex Hyatt confirmed with the Secretary that there was a Quorum of 52. 20 members required for quorum (Clause 13.1 of the Constitution), A full list of those present is available from the Secretary.

2. Minutes of previous meeting

<p><i>Motion</i> Alex Hyatt That the minutes of AGM (2007) have been read and accepted as a true and accurate record of that meeting. <i>Seconded</i> Nestor Zaluzec <i>Carried by majority</i></p>

3. Matters Arising from Minutes

There was no business arising from AGM 2007.

4. Correspondence

2007 was a busy year with 451 emails received/processed/forwarded as the case demanded. Much of this correspondence was from FASTS. Any member who would like to receive all FASTS bulletins should contact the secretary. Other correspondence includes questions from members and communication between members of the administrative and executive committee of the society. All incoming and outgoing correspondence has been archived and is available on request.

5. President's report

The report will be published in the newsletter.

Highlights from the Presidents report include:

- Congratulations to the organising committee's of AMAS (held February 2007) and ACMM20 & IMUS-IV for such wonderful meetings.
- The society is exploring the possibility of attracting international meetings including a future ICMM and APMC to Australia.
- The new Science Committee held its first event during ACMM-20.
- A new society web site is being developed.
- Science meets parliament. Seeking members to attend on behalf of the Society.
- AMMS travel bursaries. A large number have been provided to students and early career scientists to attend conferences and workshops.
- Initiatives to support state and special interest groups to encourage networking to enhance their activities. In addition, new special interest groups may be attracted to the Society.
- New state representatives. Tasmania: Karsten Goemann ACT: Jennifer Wong-Leung and SA: Angus Netting.

Discussion on the need for guidelines to help future conference organising committee's including the roles of members and any requirements for reporting back to the executive. Nestor Zaluzec has offered to provide a copy of the corresponding document in the MSA.

Motion Colin Macrae
That the president's reports be accepted
Seconded Mary Walker
Carried by majority

6. Treasurers Report

A copy of the full AMMS Inc. Financial Report for Year Ended 30 September 2007 will be made available on the web site.

The Society's Retained Funds can vary significantly from year to year because of the ACMM meeting. The Retained Funds at the beginning of the Financial Period was \$360,088. This amount has increased by \$93,757 to \$453,845 at the end of the Financial Period. Note that this increase is due to cyclical factors such as repayment of ACMM 19 Surplus & Seed Funds and Net Proceeds ACMM 20 as well as payment of various Society liabilities falling in the next Financial Year. It is likely that the Retained Funds will decrease by \$50,000 or more during the next Financial Year.

Of the funds currently in the various bank accounts, around \$110,000 is in SIG accounts and around \$133,000 is earmarked for particular purposes (Farrant Award \$83,000; David Goodchild Award \$15,000; International Conference Fund \$35,000). The balance of the funds, around \$215,000, is available for the Society's general operations although around \$50,000 of this amount is currently committed. If \$135,000 was set aside as a reserve against a Conference failure it would leave around \$30,000. There will of course be additional income during the next Financial Year.

Motion John Ward
That the AMMS treasurers report for the year ending 30th September 2007 be accepted.

7. Election of Office Bearers

President-Elect

Alex Hyatt nominated Dougal McCulloch

Dougal McCulloch accepted the nomination

There were no other nominations.

A vote was called for to confirm this nomination and *carried unanimously*.

Dougal McCulloch was declared as president-elect.

Secretary-Elect

Alex Hyatt nominated himself

There were no other nominations.

A vote was called for to confirm this nomination and *carried unanimously*.

Alex Hyatt was declared as secretary-elect.

Treasurer-Elect

Alex Hyatt nominated Peter Miller

Peter Miller accepted the nomination.

There were no other nominations.

A vote was called for to confirm this nomination and *carried unanimously*.

Peter Miller was declared as treasurer-elect.

Newsletter Editor-Elect

Martin Saunders nominated himself

There were no other nominations.

A vote was called for to confirm this nomination and *carried unanimously*.

Martin Saunders was declared as newsletter editor.

Publications Officer-Elect

John Ward Mark nominated Jacinta White

There were no other nominations.

A vote was called for to confirm this nomination and *carried unanimously*.

Jacinta White was declared publications officer

8. ACMM-21 Venue and Date

A brief presentation was made by John Drennan for Brisbane to host ACMM-21.

- The proposal is to hold it in week 3 or 4 of July 2010 at the Brisbane Convention Centre.
- The current theme is Microscopy in the Sun.
- The reasons for the change in timing are that the weather is better, it will be held outside the ARC grant writing period and that the proposed venue is not available during February.
- An alternative venue and date is Conrad-Jupiters at the Gold Coast in February 2010.

This item was then opened up for discussion. A summary of the main points raised is provided below.

(1) Change of conference date to mid-year. A summary of points discussed are:

- Need to ensure that the week chosen in July 2010 is during mid-semester break for all Universities.
- Potential problems due to overlap with meetings overseas including difficulty in attracting international invited speakers.
- Weather is not necessary a critical factor since ACMM conferences are normally held during hot (February) weather.

- The change of time to mid-year is not necessary a permanent change – only for the next meeting.
- Other scientific groups hold successful international conferences mid-year.
- Potential adverse effect on AMAS meetings.

A show of hands from members present at the AGM on the issue of shifting ACMM21 to July was then conducted. The results for a change to July were 26 For, 8 Against and 5 Abstaining.

It was decided that since a July conference is a major change, a vote should be conducted which includes all members.

(2) Change in conference length from 5.5 days to 3 or 4 days.

- This will reduce costs and the time commitment of delegates.
- May have an impact on the number of speakers that can present. It is important that students and early career researchers have an opportunity to present their work.
- Currently there is little on Wednesday afternoon – a potential time saving.
- Longer meetings tend to be more popular.
- If 5.5 days is working well, why change it?

A vote was then taken on the length of the conference. The votes are as follows.

3 day conference: 4
 4 day conference: 25
 4.5 day conference: 11

Motion Alex Hyatt

That the proposal put forward by Professor John Drennan to hold the conference in Brisbane/Gold Coast be accepted.

Seconded Mark Blackford

Carried by majority

Motion Alex Hyatt

That a poll of the membership be conducted on the proposal by Professor John Drennan to hold the conference in July in which a failure to respond is counted in favour.

Seconded Colin Veitch

Carried by majority

Action: That the AMMS Secretary undertake a poll of all members as to the proposal to shift the next ACMM conference in July. Members will be given 2 weeks to respond.

Motion Alex Hyatt

That the ACMM21 be a 4 day conference.

Seconded Guy Cox

Carried by majority

Action: Subject to the result of the membership poll, John Drennan and his committee send the AMMS Executive Committee a full written proposal for holding ACMM21 in Brisbane in July 2010 within 4 weeks of the poll result.

9. Other Business

9.1 Web site

With the help of Nestor Zaluzec, we have begun the development of elements of a new AMMS site. These include:

- A file storage and retrieval system which will allow society members to download files. There will also be a secured area (password protected) so that members of the executive can download files. Administration of the file database (including uploading of new files and the removal of old files) can be undertaken by the secretary when required. This system has been implemented.
- A new on-line EM Directory database which will store details of instruments (make, model, etc) in each laboratory. The idea is to allow each participating centre (password protected) access to add, modify or remove the instrumentation in their laboratory. The aims of the new EM Directory is to continue the excellent service provided by the existing hardcopy EM Directory in allowing members to identify laboratories with like instruments to facilitate information sharing, etc. Note that this is a different role to DOSSER which only lists instruments available for external access. The database has been established and is currently being tested.

Also planned is a exciting new look. A call has gone out to members for feedback on what they would like to see on their society's web site. It is anticipated that the new site will be implemented sometime in 2008.

9.2 Review of membership fees

The Society receives income from membership fees, the EM Newsletter, ACMM profits and interest payments.

The estimated (ex-GST) expenditure (assuming increased activity by SIGs and State Groups) and income over a two-year period are given below. These estimates show that there is a substantial difference between the projected expenditure and income with a loss of around \$25,000 per year even assuming that the ACMM meeting makes a reasonable profit. This is clearly unsustainable and will result in a steady drop in the Society's operating reserves.

Expenditure (two-year period)

Science committee	\$10,000
Local travel bursaries (ACMM, AMAS, other)	\$35,000
Overseas travel bursaries	\$6,000
ACMM (booth and invited speakers)	\$6,000
EM Calendar	\$4,000
Audit	\$5,000
IFSM, FASTS fees	\$4,000
Bank fees	\$1,000
Postal fees	\$1,000
Payments to SIGs and State Groups	\$16,000
Administrative costs	\$2,000
Local and overseas travel (FASTS meetings, Science meets the Parliament, planning for international conferences etc.)	\$10,000
Total	\$100,000

Income (two-year period)

EM Newsletter profit	\$8,000
Memberships	\$17,000
Interest (excluding SIG and special purpose accounts)	\$4,000
ACMM profit	\$20,000
Total	\$49,000

Recommendations:

- 1) Double membership fees to \$50 for a Full Membership and \$25 for a Concession Membership. Membership fees were last increased in 2001 (agreed at AGM in 2000). This increase would not come into effect until 2009. Based on the 2007 membership figures, this would provide an increase in income of around \$17,000 over a two-year period (ex-GST).
- 2) Encourage increased sales of advertising space in the EM Newsletter. EM Newsletter profit has declined in recent years.
- 3) Attract new members to join the Society.
- 4) ACMM organising committee to budget for \$20,000 profit to be returned to the Society in addition to seed funds (already included in estimate).
- 5) Review expenditure.

Motion Peter Miller

That the AMMS membership fees be increased from 2009 to \$50 for a full member and \$25 for a concessional member.

Seconded Ric Wurher

Carried by the majority

9.3 Change of Constitution

It is proposed that a new clause be included in the AMMS constitution to cover the activities of special interest groups as follows.

21 Special Interest Groups

21.1 Special interest groups can only be formed or dissolved following a vote which is passed by Association members at an Annual General Meeting.

21.2 Members of special interest groups must be financial members of the Association.

21.3 Special interest groups must have a management structure approved by the executive committee.

21.4 Special interest groups must provide reports including financial reports, when requested by officers of the Association.

A discussion perused in which it was suggested that additional requirements be put in the AMMS manual for the executive committee to use to help manage special interest groups.

Special Resolution Dougal McCulloch

That the AMMS constitution be changed to included the new clause (21 Special Interest Groups) as written above.

Seconded: Peta Clode

Carried unanimously

10. Notice of next meeting (AMAS February 2009)

11. Meeting Closed at 7:00 pm.