



Australian Microscopy and Microanalysis Society

2021 AMMS Annual General Meeting

Meeting held on Tuesday 4th May at 3:30pm
Venue: via Zoom (meeting ID 869 5433 8452)

1. ATTENDANCE

1.1. Members present:

See Appendix 1

1.2. Apologies

Colin Veitch (Publications Officer), Luke Wensing (Public Officer), Daniel Oldfield (Treasurer)

1.3. Passing of past members

The passing of past member, Mr Ron Oldfield, was noted (see item 7.1)

2. CONFIRMATION OF MINUTES

2020 AMMS Annual General Meeting held on Thursday 20th February 2020, Canberra Convention Centre Ballroom, Canberra

Motion: That the minutes of the previous meeting be accepted.

Proposed: Jeremy Shaw. Seconded: Trevor Hinwood. All in favour, no objections.

3. BUSINESS ARISING

3.1. Item 4.1

Action: Approval to form two new Special Interest Groups, Focussed Ion Beam (FIB) and Volume Imaging Australia (VIA).

These SIGs are now up and running. The President of FIB is Alex de Marco and the President of VIA is Jeremy Shaw. The details of VIA's activity can be found on the AMMS website including a recording of their inaugural symposium held 16th to 19th February 2021. Details of the FIB SIG will be on the website soon.

4. CORRESPONDENCE

No correspondence relating to AGM.

5. REPORTS

5.1. *President's report (Eric Hanssen)*

Appendix 2

- The main activity of the Society's Executive was to find a way for SIGs to hold their annual symposium during the COVID-19 restrictions. AMAS decided to hold monthly talks rather than their annual symposium.
- The VIA symposium was held from 16th to 19th February 2021 and went very well. There was very good attendance and no major technical issues (see Appendix 7).
- Martin and Peta (co-conveners of ACMM27) and Roger (co-convenor of APMC 2024) are hoping for face-to-face meetings to occur.
- An important activity of the Society is the newsletter and this relies on member input. Members are encouraged to submit articles to the newsletter editor, Jeremy Shaw. Articles can be about anything to do with Microscopy and Microanalysis.
- The number of office bearers in the Society is not large and tends to rely on the same people carrying out a large number of tasks. At the last AGM in 2020, we had a report from Science Technology Australia, STA, about their activities. Since this time, the AMMS Executive has decided to appoint someone to report on STA activities to the Exec. Eric currently receives communication from STA and passes it on when deemed relevant to the Society. Members are encouraged to put their hand up for the job as an ex-officio member of the Exec. After 12 months, the role will be assessed and if deemed useful, will be formalised in the constitution.

Action: Identification of an AMMS member to act as an ex-officio member of the AMMS Executive. Their portfolio will be to keep up to date with what is happening with STA and report back to the Executive.

5.2. *Treasurer's report (Sarah Ellis on behalf of Daniel Oldfield)*

Appendix 3

The latest financial figures for the Society together with audited accounts for the 2019-2020 were presented.

Motion: That the Treasurer's report and audit report be accepted.

Proposed: Trevor Hinwood. Seconded: Eleanor Kable. All in favour, no objections.

5.3. *Secretary's report (Sarah Ellis).*

Appendix 4

No correspondence was received for the AGM. However, a few note-worthy points are worth mentioning

- A new Privacy policy was developed and is listed on the AMMS website
- The constitutional changes as accepted during the 2020 AGM have been instigated.
- John Fitzgerald retired as our public officer after 20 years of service. His replacement is Luke Wensin.

5.4. *Publication Officer report (Colin Veitch).*

Appendix 5

- All publications from the Society are now available in digital format. However, we are missing the second volume of the proceedings from the Adelaide Conference in 1978. If anyone has a copy, Colin would appreciate borrowing it so he can scan it.

5.5. *Newsletter report (Jeremy Shaw).*

Appendix 6

- Reiteration of Eric's plea to give the Society's Newsletter some thought and submit an article.
- Jeremy will step down as Editor of the Newsletter at ACMM27 in Perth 2022. The AMMS Executive is looking for someone to replace Jeremy and encourages everyone to give it some thought.

5.6. Student report (Ashley Rozario)

Absent

5.7. Corporate member report (Rene Hessling)

- Collected feedback and input from vendors on VIA 2021 symposium, which were overwhelmingly positive. The quality of scientific presentations was extremely good.
- Provided input for up-and-coming LMA symposium and ACMM27 conference regarding sponsorship and networking. There has been discussion on the format of ACMM27 and fallout that may arise if the conference adopts a hybrid, face-to-face and online, format.

6. CONFERENCES

6.1. ACMM27 (Martin Saunders and Peta Clode)

- Planning for the conference is progressing well. The local committee has met and there is now a Program committee that comprises representation from each AMMS SIG to ensure a program of interest to all members. Have already had one program meeting.
- Next month, the co-conveners will publish a list of the main conference topics. They are opting for an approach similar to M&M (USA) where there will be particular themes and Session Chairs will be placed against those.
- Dates of conference are set; last week of January into first week of February. Dates were chosen so as not to clash with ICONN but they recently found out that ICONN moved their dates and now clash with ACMM27.
- Hoping for a face-to-face conference. Whilst the co-conveners are confident that borders and travel in Australia will be open, they are concerned that researcher organisations may not have travel funds available due to the financial impact of COVID-19. Would like feedback from members regarding their organisation's position for travel in 2021. There will be the usual Bursaries available for funding and local WA researchers will travel to the conference but may need to look at a hybrid conference as a back-up plan. Need to decide the exact format of the meeting prior to July/August.
- No international speakers will be invited due to quarantine regulations.
- There are a number of sponsors and exhibitors onboard and these are advertised on the website, which is up and running.
- Please contact Martin or Peta directly if you are concerned about access to travel funds

Trevor Hinwood has inspected the facility and highly recommends it.

6.2. APMC 2024 (Roger Wepf)

- ACMM28 and APMC 2024 will be held from Sunday 28th January to Friday 2nd February 2024 in Brisbane, Qld.
- The Brisbane Convention centre is booked
- It is too early to know whether APMC 2024 will be in the format of a 100% face-to-face meeting or a hybrid virtual/face-to-face meeting. The risk is that the convention centre booking and conference may have to be postponed if people are unable to travel.
- Have 10% of the budget (\$125k) thanks to funding from Qld tourism and AMAS so can start planning.
- Are currently looking for a logo and encourage members to make suggestions or recommendations. A professional graphics designer will then construct the final logo for the webpage.
- The format for the conference is clear and will encompass pre- and post-conference workshops for students/ECRs at 3 different Universities.
- Have started to put together an international program committee keeping in mind country, gender, and diversity balance. Volunteers are welcome.

7. OTHER BUSINESS

7.1. Passing of Ron Oldfield

- Kalev noted the passing of Mr. Ron Oldfield from Macquarie University, Biological Sciences. He was a driving force in microscopy in Australia for many years, published a number of books and was heavily involved with the Microscopy Society of Australia. Kalev will be submitting an obituary to the AMMS newsletter for Ron. His funeral is in Sydney this Friday at 10.30am in Macquarie Park.

7.2. AMMS Executive Elections

- Eric reminded members that the Executive Committee elections will occur in 2022 at the AGM and encourages everyone to think about participating on the committee. Jeremy Shaw will be stepping down as Publication Officer and Eric Hanssen will be stepping down as President.

Meeting closed at 4.06pm

Next AGM meeting: *February 2022, ACMM27 Perth*

Appendices

Appendix 1: Attendance

Appendix 2: President's report

Appendix 3: Treasurer's report

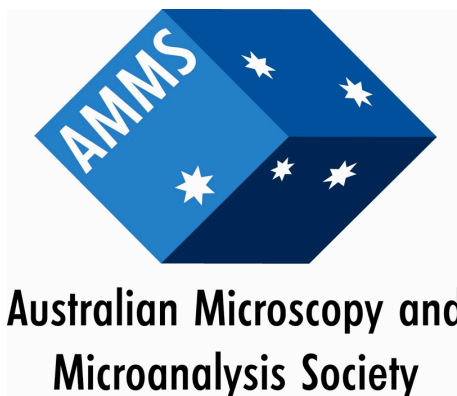
Appendix 4: Secretary's report

Appendix 5: Publication Officer's report

Appendix 6: Newsletter report

Appendix 7: VIA symposium report

APPENDIX 1: Attendance



2021 AMMS Annual General Meeting - [Attendance List](#)

| Name | Signature | Name | Signature |
|-------------------|------------------|-----------------|------------------|
| Eric Hanssen | Online | Xiao Sun | Online |
| Jeremy Shaw | Online | Sarah Ellis | Online |
| Kalev Maevali | Online | Trevor Hinwood | Online |
| Nestor J. Zaluzec | Online | Karen Privat | Online |
| Roger Wepf | Online | Daryl Webb | Online |
| Adam Parslow | Online | Crystal Cooper | Online |
| Andrea McAdam | Online | Chad Johnson | Online |
| Eleanor Kable | Online | Paul McMillan | Online |
| Ellie Cho | Online | Rene Hessling | Online |
| Filip Braet | Online | Stephen Firth | Online |
| Flame Burgmann | Online | William Rickard | Online |
| James Riches | Online | | |
| Karsten Goemann | Online | | |
| Levi Tegg | Online | | |
| Liisa Hirvonen | Online | | |
| Louise Cole | Online | | |
| Martin | Online | | |
| Minh Huynh | Online | | |
| | | | |

APPENDIX 2: President's Report

President report – AMMS AGM – 4th May 2021

It has already been over a years since our last AGM with COVID-19 disrupting AMMS activities. With most symposia now being online. This has not deter ouractivities with one of our newest SIG, Volume Imaging Australia have run the first SIG symposium this year. this was a great success. Other SIGs will follow with the same format this year, while others (eg. AMAS) have elected to run bi-monthly workshops instead of a week long national symposium.

Martin Saunders and Peta Clode from UWA are gearing up with a little less than 10 months to go before ACMM in Perth, with everything shaping well for an in-person conference. Meanwhile in Queensland Roger Wepf is starting the process of engaging with the Australian microscopy community to create the local organising committee for APCM13/ACMM28 that will take place in Brisbane in 2024.

The executive committee has been discussing a way to better engage with Science and Technology Australia and we have decided to appoint a STA liaison. If anyone is interested please contact me or Sarah Ellis. This decision was taken too close to the AGm to be entered in the constitution but if the trial is successful we will do so at the next AGM.

APPENDIX 3: Treasurer's Report

AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2020

| | 2020 | 2019 |
|---|----------------|----------------|
| | \$ | \$ |
| INCOME | | |
| Members Subscriptions | 20,559 | 25,747 |
| Newsletter Advertising | 26,012 | 15,644 |
| CryOz Symposium | - | 47,952 |
| Workshop Income | 95 | 8,960 |
| | <u>46,666</u> | <u>98,303</u> |
| OTHER INCOME | | |
| AMAS Conference Income | - | 97,893 |
| LMA Conference Income | - | 79,367 |
| Interest Received | 1,893 | 3,688 |
| Profit Share - ACMM 2020 | 68,090 | - |
| Refund of Bank Fees | 1,440 | - |
| Profit Share - IMC19 | - | 50,673 |
| Closure of VEMAS | 3,637 | - |
| | <u>75,060</u> | <u>231,621</u> |
| | <u>121,726</u> | <u>329,924</u> |
| EXPENSES | | |
| Accountancy Fees | 3,100 | 2,600 |
| Advertising/Website | 1,052 | 2,919 |
| Auditor's Remuneration | 1,950 | 1,800 |
| Awards & Gifts | 20,308 | 15,419 |
| Bank Charges | 906 | 593 |
| Conference Costs | 40,895 | 34,893 |
| Conference Costs - AMAS | - | 70,418 |
| Conference Costs - CryOz | - | 23,859 |
| Conference Costs - LMA | 6,055 | 56,179 |
| Insurance | 1,648 | 1,584 |
| Printing Costs - Newsletter | 11,745 | 24,756 |
| Subscriptions | 2,713 | 7,279 |
| Workshop Expenses | - | 1,619 |
| | <u>90,372</u> | <u>243,918</u> |
| PROFIT BEFORE INCOME TAX | <u>31,354</u> | <u>86,006</u> |
| Income tax expense | - | - |
| PROFIT AFTER INCOME TAX | <u>31,354</u> | <u>86,006</u> |
| Retained earnings at the beginning of the financial year | 623,197 | 537,191 |
| TOTAL AVAILABLE FOR APPROPRIATION | <u>654,551</u> | <u>623,197</u> |
| RETAINED EARNINGS AT THE END OF THE FINANCIAL YEAR | <u>654,551</u> | <u>623,197</u> |

This report is to be read in conjunction with the attached compilation report.

AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038

BALANCE SHEET
AS AT 30 SEPTEMBER 2020

| | 2020 | 2019 |
|---|----------------|----------------|
| | \$ | \$ |
| SHARE CAPITAL AND RESERVES | | |
| Retained earnings | 654,551 | 623,197 |
| TOTAL SHARE CAPITAL AND RESERVES | <u>654,551</u> | <u>623,197</u> |
| Represented by: | | |
| CURRENT ASSETS | | |
| Cash at Bank - AMMS | 316,720 | 279,064 |
| Cash at Bank - AMAS | 71,276 | 70,200 |
| Cash at Bank - LMA | 69,157 | 77,255 |
| Term Deposits - AMMS | 192,760 | 192,032 |
| CryOz Loan - Monash University | 6,848 | 6,848 |
| TOTAL CURRENT ASSETS | <u>656,761</u> | <u>625,399</u> |
| TOTAL ASSETS | <u>656,761</u> | <u>625,399</u> |
| CURRENT LIABILITIES | | |
| Tax clearing account | 588 | 544 |
| Prior Period GST Adjustments | 1,622 | 1,658 |
| TOTAL CURRENT LIABILITIES | <u>2,210</u> | <u>2,202</u> |
| TOTAL LIABILITIES | <u>2,210</u> | <u>2,202</u> |
| NET ASSETS | <u>654,551</u> | <u>623,197</u> |

This report is to be read in conjunction with the attached compilation report.

AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020

The financial statements are special purpose financial statements prepared for use by the committee and the members. The committee has determined that the association is not a reporting entity.

The financial statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

These special purpose financial statements have been prepared in order to satisfy the association's annual obligations under the Associations Incorporation Regulation 1991, and for distribution to the members to fulfil the committee's financial reporting requirements under the association's constitution. The accounting policies used in the preparation of this report are consistent with the financial reporting requirements of the association's constitution and with that in previous years. In the opinion of the committee, the accounting policies used are appropriate to meet the needs of members.

The committee has prepared the financial statements on the basis that the association is a non-reporting entity because there are no users dependent on general purpose financial statements. The requirements of Australian Accounting Standards and other professional reporting requirements in Australia do not have mandatory applicability to the association because, in the view of committee, the association is not a "reporting entity" and is not reporting under the provision of the Corporations Act 2001. As such, no accounting standards or other professional reporting requirements have been applied.

AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038

COMMITTEE'S REPORT

The committee members present the financial report on the association for the year ended 30 September 2020. The names of the committee members throughout the year and at the end of the year are:

| Committee Member | Position | Date Started |
|------------------|----------------------|--------------|
| Eric Hanssen | President | 01/10/2018 |
| Sarah Ellis | Secretary | 01/10/2018 |
| Daniel Oldfield | Treasurer | 01/10/2020 |
| Jeremy Shaw | Newsletter Editor | 01/10/2018 |
| Cameron Nowell | Web Editor | 01/10/2020 |
| Colin Veitch | Publications Officer | 01/10/2018 |
| Martin Saunders | ACMM27 Chair | 01/10/2020 |
| Felipe Kremer | ACT State Rep | 01/10/2018 |
| Renee Whan | NSW State Rep | 01/10/2018 |
| Sandrine Roy | QLD State Rep | 01/10/2016 |
| Ashley Slattery | SA State Rep | 01/10/2018 |
| Olivier Bibari | TAS State Rep | 01/10/2018 |
| Paul McMillan | VIC State Rep | 01/10/2018 |
| Zakaria Quadir | WA State Rep | 01/10/2018 |
| Angus Netting | AMAS Rep | 01/10/2018 |
| Louise Cole | LMA Rep | 01/10/2018 |
| Georg Ramm | CryOz Rep | 01/10/2018 |
| John Fitzgerald | Public Officer | 01/10/2001 |

The association's principal activities during the year were to hold the AMAS, LMA and ACMM 2020 Conferences, further information can be found on the website at <https://microscopy.org.au/>

There were no significant changes in the activities of the association during the year.

The association had a surplus of \$31,354 for the year ended 30 September 2020. (2019 surplus: \$86,006)

The financial report has been prepared on a going concern basis which contemplates continuity of normal business activities and the realisation of assets and liabilities in the ordinary course of business. The ability of the association to continue to operate as a going concern is dependent upon the ability of the association to generate sufficient cashflows from operations to meet its liabilities. The members of the association believe that the going concern assumption is appropriate.

Signed in accordance with a resolution of the members of the committee on: 15 / 03 / 2021

President: _____

Assoc. Prof. Eric Hanssen

Treasurer: _____

Dr Daniel Oldfield

AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038

STATEMENT BY MEMBERS OF THE COMMITTEE AS AT 30 SEPTEMBER 2020

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

The committee of the association declare that:

1. The financial statements and notes, present fairly the association's financial position as at 30 September 2020 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. In the committee's opinion there are reasonable grounds to believe that the association will be able to pay its debts as and when they become due and payable; and
3. The annual statements give a true and fair view of the financial position and performance of the association during and at the end of the financial year ending 30 September 2020.

This declaration is made in accordance with the Committee as at 15/03/2021 and is signed for and on behalf of the Committee by:

President: _____

Assoc. Prof. Eric Hanssen

Treasurer: _____

Dr Daniel Oldfield

Dated this 15 day of March 2021

**COMPILATION REPORT
TO AUSTRALIAN MICROSCOPY & MICROANALYSIS SOCIETY INC
ABN 92 914 631 038**

I have compiled the accompanying special purpose financial statements of Australian Microscopy & Microanalysis Society Inc which comprise the balance sheet as at 30 September 2020, profit and loss statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in the notes to the accounts.

The responsibility of the committee members

The committee members are solely responsible for the information contained in the special purpose financial statement, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

My responsibility

On the basis of the information provided by the committee, I have compiled the accompanying special purpose financial statements in accordance with the basis of accounting as described in the notes to the financial statements and APES 315: Compilation of Financial Information.

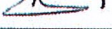
I have applied professional expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in the notes to the financial statements. I have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, I am not required to verify the reliability, accuracy or completeness of the information provided to me by management to compile these financial statements. Accordingly, I do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the committee members who are responsible for the reliability, accuracy and completeness of the information used to compile them. I do not accept responsibility for the contents of the special purpose financial statements.

Name of Firm: Anthony Hallam
Chartered Accountant

Name of Principal: 
Anthony Hallam

Address: 115 Haig Road , Auchenflower Qld 4066

Dated this 10th day of March 2021

APPENDIX 4: Secretary's Report



Australian Microscopy and Microanalysis Society

2021 AMMS Annual General Meeting – Secretary's Report

October 2020

New committee members were welcomed to the AMMS Executive. Sincere thanks were conveyed to outgoing members:

- Daniel Oldfield replaced Jamie Riches as Treasurer.
- Pamela Young replaced Renee What as the NSW rep
- William Rickard replaced Angus Netting as the AMAS president
- Cameron Nowell replaced Flame Burgmann as the Website Editor
- Alex de Marco replaced Annalena Wolff, who was the stand-in President for the new FIB SIG (approved at last AGM)
- Jeremy Shaw commenced as VIA President (approved at last AGM) alongside his role as the Newsletter Editor.

November 2020

A new Privacy policy was developed based on the template from Business Victoria. This policy is on the AMMS website.

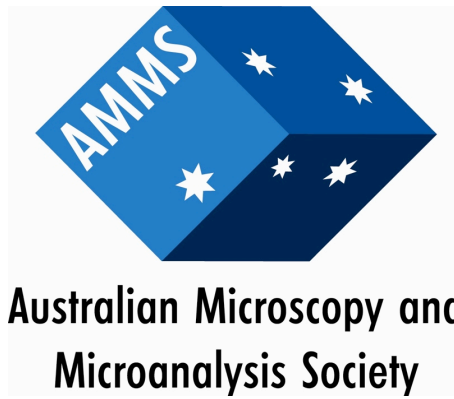
February 2021

Several changes to the AMMS constitution were accepted at the previous AGM held 20th February 2020. These alterations have been executed: the Change of Rules form was signed and submitted to the Office of Regulatory Services.

March 2021

John Fitzgerald resigned as the AMMS Public Officer after 20 years' service. Luke Wensing will replace John in this role

APPENDIX 5: Publication Officer's Report



2021 AMMS Annual General Meeting – Publications Officer Report

All available publications of the Society are available in a digital format. This includes the Newsletter, ACEM/ACMM conference series, AMAS, LMA and CryOz symposia. More recent publications are available in their native format (pdf or html) while the earlier ones have been scanned into pdf documents. Eventually these will be available to members via the Society website.

Unfortunately, I still do not have a copy of the second volume of the proceedings from the Adelaide Conference, ACEM 5 in 1978. If anyone has a copy of this (or knows where one is) I would very much appreciate borrowing it for a short while in order for it to be scanned.

If people require copies of articles or abstracts from the newsletters or proceedings, please contact me and I will endeavour to get them delivered.



Colin J Veitch

APPENDIX 6: Newsletter Editor's Report

AMMS AGM May 2021

Newsletter report – Jeremy Shaw

- Call for issue 150 (June) has been made. Deadline is the 21st of May.
- Generally very good engagement in the submission of content by corporate members.
- Members of the Executive, SIG Presidents and State/Student Reps could be more proactive in submitting content.
- Jeremy Shaw to step down as newsletter editor at the next AGM during ACMM in Perth February 2022. I would like to focus my attention on running the Volume Imaging Australia SIG. It would be great if an enthusiastic member could step forward for the role. Please consider self-nominating, or nominate a colleague.

APPENDIX 7: VIA's Symposium Report

Volume Imaging Australia

VIS2021 Final Report

The VIS2021 symposium 16th – 19th February 2021 Fully Online 4 half days.

www.VIS2021.com.au

Total registrations = 225

Existing member registrations = 93

Non-members prior to registration opening = 78

*Complimentary registrations = 46

Full fee paying registrations (@ \$50) = 8

Presentations

Total presentations 50

Total by Theme

7 Correlative

15 Electron

14 Optical

14 X-ray

*Complimentary registrations were provided to international speakers. Each event sponsor was also offered 10 complimentary registrations as part of their sponsorship package.

Financials

Outgoing

Conference Online package = \$6600

Conference Online registration fees and charges = \$1838.51

Gifts for keynote speakers = \$452.20

Total = \$8890.71

Income

Sponsorship

The following sponsors contributed to VIS2021 (see sponsorship prospectus)

| Sponsor | Amount |
|--------------------------|-----------------|
| Thermo-Fisher Scientific | \$2600 |
| Zeiss | \$2600 |
| Scitek | \$1100 |
| Hin Scientific | \$1850 |
| AXT | \$1850 |
| ATA | \$1100 |
| Lastek | \$1100 |
| Tokyo Chemical Industry | \$350 |
| Total | \$12,550 |

Surplus = \$3659.29

It is estimated that the influx of new and renewed memberships to the AMMS would have resulted in an injection of a further ~\$3900 to the society, but this would depend on the membership type (i.e. student or professional) and duration (i.e. 1 or 2 year).