

British Biophysical Society

<http://www.britishbiophysics.org.uk/>

Registered Charity No. 25474

The 160th Committee Meeting of the British Biophysical Society, held from
12.30 pm – 4.30 pm on Thursday 12th September 2013 in room G54, Diamond House

Minutes

Date: 12th September 2013

Present: Anthony Watts (Chair), Jeremy Craven (Treasurer), John Seddon (Secretary), Guy Grant (Meetings Secretary), Syma Khalid, David Scott, Ehmke Pohl, John Sanderson, Tharin Blumenschein, Tuomas Knowles and Tim Dafforn (co-opted).

1 Apologies: Svetlana Antonyuk, Rob Cooke, Matt Hicks, Mark Leake, Paul O'Shea, Gordon Roberts, Dave Sheehan and Mark Wallace,

2 Approval of Minutes of the 159th meeting
The Minutes were accepted without change.

3 Matters Arising
The BBS Chairman, Anthony Watts, first welcomed and introduced the new Committee member Dr Tuomas Knowles, Cambridge.

Professor Paul O'Shea has resigned from the Committee with immediate effect. It would be useful to have a new Committee member to represent IOP (in addition to Mark Leake). Cait McPhee (Edinburgh) was considered a highly suitable choice, since she is due to join the Committee anyway as planning for the 2017 Edinburgh Congress gets underway.

Action: Tony

John Seddon is stepping down as BBS Secretary following his election as EBSA Secretary. It was unanimously agreed that his role will be taken over by Tharin Blumenschein. John will remain as EBSA representative on the BBS Committee.

Jeremy will invoice Royal Society Publishing and Garland for £250 each for advertising by the BBS.

Action: Jeremy

Tony has invited Richard Cogdell to do the BBS Irish Tour this year and he has agreed.

4 Chairman's Report (Anthony Watts)

Activities between May and September 2013 have included:-

- Chairing the BBS AGM at 9th EBSA Congress, Lisbon, in July 2013 (see minutes).
- Enquiring about, and reviewing three possible locations for the collective (~63years)

of Minutes of the BBS, namely the Wellcome Trust Library, London, Royal Society Library, London and the Bodleian Library, Oxford.

- Write to Dame Carol Robinson, FRS and Dame Athene Donald, FRS (Cambridge) informing them of their *nem com* (unanimous) vote on their election as Honorary members of BBS.
- Write to Gerald Elliot's wife expressing our deep sorrow at Gerald's death – he was an enthusiastic supporter of BBS.
- Invited Tuomas Knowles (Cambridge) to join the BBS Committee.
- Invited all UK speakers at the German-British joint meeting (Hünefeld, Germany) to join BBS and encourage their groups also to join.
- Chaired the meeting of ~15 Presidents of European Biophysical Societies at the EBSA Congress in Lisbon.
- £100 was arranged to be paid to sponsor Tom Blundell's Lecture at Guy Dodson's memorial symposium.
- Explored Brazilian-UK joint meeting, and possible FAPESP (Brazil) funding is available for this.
- Suggested that Jeremy Craven (BBS Treasurer) was invited to speak at EBSA on "Teaching Biophysics" – he was, and he accepted.
- Organized, participated in and chaired the joint UK-CH workshop on "Bionanotechnology – recent advances" in Sesimbra, Portugal, as a satellite to the EBSA Congress, July 2013. This was at no cost to BBS.
- Wrote a report on the above, submitted accounts to IUPAB and EBSA. ~18 UK participants out of ~60. Patricia Dijkman (Oxford, BBS member), won the "Best Student Talk" prize, voted for by the participants.

Although the Royal Society, the Wellcome Trust and the Bodleian Library all expressed keen interest in housing the historical BBS Minutes, it was agreed that the best location would be the Bodleian Library (via Catherine Parker). In part this was because they already hold an archive of John Kendrew's papers (the first BBS Secretary), some of which relate directly to the BBS, and some minutes (1959-1966).

Action: Tony/John

5 EBSA/IUPAB Activities (Anthony Watts)

Applications to EBSA for bursaries from UK students to attend EBSA 2013 should have been sent instead to BBS, to keep the EBSA bursaries for students from less wealthy countries.

John reported that Lithuania has now joined EBSA, bringing the number of member societies to 31.

6 IOP Activities (Paul O'Shea)

Nothing reported

7 Secretary's Report (John Seddon)

Previous BBS Minutes

- Previously circulated; Edited Minutes put up on BBS Website.
- Historical Minutes are being scanned in by a summer student at Imperial.

Minutes of BBS AGM, Lisbon

- The Minutes have been previously circulated.

EBSA

- John Seddon was elected to the EBSA Executive Committee as EBSA Secretary at the EBSA General Assembly in Lisbon in July 2013.
- Tony Wilkinson (York) was elected as EBSA Treasurer.

IUPAB

- John Seddon and Calum Drummond (CSIRO) are organising a meeting on 'Lipidic Cubic Phases' from 31st July – 2nd August as a satellite to the 2014 IUPAB Congress (Brisbane, 3 – 7 August 2014). It was suggested that John should explore whether this could be badged as a joint BBS meeting.

Action: John.

AOB

- Info was provided by Digital Publishing Company on their services. This was not felt to be of interest to BBS.

8 Treasurers Report (Jeremy Craven)

Charity Commission and accounts (year end 30 June 2012)

Accounts have been finalised by the Independent Examiner (Judith Harrison, Voluntary Action Sheffield) and were lodged with the Charity Commission. For the record, it is unlikely in the foreseeable future that we will have a large enough income (£25K) to need this, and can revert to the much more simple annual return.

Current Financial situation

The final reckoning by the accountants at Durham has revealed we still owe £1964 for the Durham 2012 Conference.

IUPAB + EBSA

2013 IUPAB Subs paid

(Royal society subvention for IUPAB 2013 has been claimed). 2013 IUPAB subs still need to be paid.

EBSA Subs paid up to (and including) 2016. (This was well received at the EBSA AGM).

Payments

Since last meeting, the following expenses have been paid out (in addition to regular committee expenses):

Trustee Insurance: £181

Extra travel bursaries for Durham Protein Dynamics meeting in April 2013: £57

Accountants (Voluntary Action Sheffield): £282

Guy Dodson Memorial Seminar: £100

Southampton Life Sciences Postgrad Soc (seminar support): £150

Fraud on bank account

No further problems since last report. However the Treasurer intends to open a second account which will become the main account, and the "less secure" account will simply be used for incoming payments and will be swept out frequently. That is a fairly standard way round this problem of advertising your bank details. As part of this process the committee has to renew our mandate of signatories on (any of) our accounts.

The following three resolutions were passed unanimously:

1. The details on the mandate form were confirmed;

2. A second bank account is to be opened;
3. The approved account signatories are to be Anthony Watts, Jeremy Craven, and Tharin Blumenschein.

Committee meeting costs

We *might* save £500 per year (20 memberships) if we chose our venue carefully and made efforts to find (if reasonably easy and not requiring great awkwardness) cheaper tickets. On the other hand if that stops us moving the venue about the country freely, or discourages people attending meetings then that is also undesirable. Some journeys are just very expensive, or individual circumstances may intervene to make it expensive on one occasion. Committee members are asked to keep an eye on the pattern of their travel costs and feed back if a particular meeting time and place makes things very expensive for them.

Membership reconciliation

Membership payments were reconciled with the membership list, and discussed under agenda item 11 (Membership).

What we spend money on in terms of meeting support, prizes and bursaries

To help planning a Google Drive spreadsheet that shows our past spending and future plans has been put together.

9 Meetings Secretary's Report (Guy Grant)

2013

The Guy Dodson Memorial Meeting, held in York from 15th – 16th June, went very well. BBS provided £100 sponsorship for Tom Blundell's lecture.

The EBSA Congress, held in Lisbon from 13th – 17th July, and the satellite Bionanotechnology Workshop, held in Sesimbra from 10th – 13th July, both went very well and were well attended.

2014

A CCP-BIOSIM Meeting is planned for May 2014. BBS would be happy to provide the usual support (student bursaries / Poster Prize) if it is badged as a joint meeting.

Action: Syma

A One-day Workshop on Teaching Biophysics with £150 agreed support from BBS, should be organised either close to Easter, or around September.

Action: Jeremy

The next BBS Biennial meeting is confirmed for the 9th - 11th July at the University of Warwick (Matt Hicks, Tim Dafforn and Alison Rodger). Tim presented a progress report on the planning. The session topics have been chosen, and most Session Chairs (Local plus External) are in place. It was pointed out that space should be found for the BBS 2014 Young Investigator Award lecture, and for 'Quickfire' lectures from PDRAs/PhDs (30 x 2 minutes).

The Meeting website will be organised by Alison, and will be able to take registration payments.

Lists of potential sponsors should be sent to Tim.

Action: John, Ehmke, Tony

The organisers should circulate a budget to the committee later this year. The organisers should aim to make a small profit of around £4k including any sponsorship; this means planning to break even with around 120 participants. The organisers should allow for approximately £800 per Plenary. John advised them to check carefully the situation with regard to VAT.

Action: Matt/Tim

There will be a Satellite circular dichroism Meeting (Alison) held in Warwick just beforehand.

It was noted in passing that Tim has taken over from Matt as Chair of the RSC Biophysical Chemistry Subgroup.

2015

EBSA Congress, Dresden, 18th – 22nd July. Organizer: Helmut Grübmueller, Göttingen. The EBSA Exec Committee will be meeting in Dresden on 1st February, and will visit the planned conference venue.

A satellite (title TBD) to EBSA 2015 is planned.

Action: Tony

The possibility of a Joint meeting with the Brazilian Society, should be explored, with potential funding from BBSRC (contact: Kate Hamer)

Action: Tim Dafforn / Tony

Possible joint meeting with the Biochemical Society. Ideas should be sent to Guy/Dave.

Action: BBS Committee

2016

BBS Biennial Meeting could be held in Liverpool, organized by Svetlana Antonyuk.

Action: Tony to confirm with Svetlana

2017

IUPAB / EBSA Congress, Edinburgh. Cait McPhee and another local person should be brought onto the BBS Committee well in advance to help with the planning and organization. Active Congress planning by the BBS Committee should start in September 2014, after the IUPAB Congress, with a committee meeting in Edinburgh. Also a local Organising Committee should be set up, with representation from the main Scottish universities (possibilities include: Cait McPhee, Malcolm Walkinshaw, Paul Barlow, Richard Cogdell and Tim Newman).

Action: Tony

10 Newsletter/Publicity Officer (Syma Khalid)

The next Newsletter will go out in October.

Action: Syma

Details of interesting new papers can be sent to Syma for Tweeting.

Syma raised the possibility of having a new logo designed professionally for the BBS, free of charge. The committee agreed that this possibility should be investigated further.

Action: Syma

The Newsgroup will be taken over by John Sanderson, with mailings roughly fortnightly.

11 Website (Mark Wallace)

The rules for the BBS Young Investigator Award should be changed to read:

‘candidates should be within 10 years of completion of their PhD, neglecting any career breaks’.

The deadline for nominations should be changed on the website from 31st August to 31st December.

Actions: Mark Wallace or Tony's secretary

12 Membership

Jeremy has produced a list of paying members (64@£25 and 104@£15). The non-paying members should be chased

Action: Ehmke

13 Irish Sub-section (Dave Sheehan)

Richard Cogdell will do the 2013 Irish Lecture Tour, visiting Belfast, Dublin then Cork (11th – 13th November).

Dave offered to stand down from the Committee as he is often unable to attend, but it was unanimously felt that he should be encouraged to stay on the Committee.

Action: Tony

14 Honorary Members (Anthony Watts)

It was noted that Hugh Huxley died on 25th July 2013. We should choose a number of new Honorary members at the Jan 2014 BBS Committee meeting.

15 AOB

Tony commented that if committee members know of eminent biophysicists who are going to be in the UK, the BBS is happy to sponsor them to give lecture tours.

Dave has joined the INSTRUCT committee.

16 Date of Next Meeting

Tuesday 7th January 2014, Cambridge (to be organized by Tuomas Knowles).