

**MINUTES OF EXECUTIVE COMMITTEE MEETING
EUROPEAN ENVIRONMENTAL MUTAGEN SOCIETY**

March 17, 2007

Pharmacentre, Basel, Switzerland

Officers present:

Micheline Kirsch-Volders	President
Eugenia Dogliotti	Vice-President
Krzysztof (Chris) Szyfter	Past-President
Robert Baan	Treasurer
Marlies De Boeck	Secretary

Officer excused:

Jim Parry	Executive <i>ex officio</i>
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Invited:

Hans-Jörg Martus, Lutz Müller, Pablo Tosin	EEMS 2007 Local Organizers
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1. Approval of Agenda

Agenda was accepted.

2. Minutes of last meeting

The minutes of the last Executive Committee Meeting (July 1, 2006) were approved.

3. Report from the President

3.1. Representation of EEMS sections in the Council

Questions from councillors were received at last Council Meeting in Prague. EEMS Rules state that the council consists of maximum 28 members, plus 4 officers, thus a total of 32. There is currently no definition on the representation of the different member societies within the Council. The President consulted 4 Past-Presidents, who came up with the following thoughts on agreements on minimal number of members and number of councillors:

Herman Autrup	min. 30 members; max. 3 councillors
Jim Parry	min. 10 members; >15 members → 2 councillors, except when already President + Secretary from same member society
Ilse-Dore Adler	min. 10 members; >200 members → 2 councillors
Chris Szyfter	min. 15 members

There appears to be no official rule, which triggers the need to revise the existing EEMS rules (one of the objectives of new EEMS President). This seems logical in the light of the increasing numbers of European countries. Moreover, there are other topics within the rules that are out of date and require some revision.

Advice of the EEMS Executive Committee:

- the current number of representatives is old-fashion in the frame of the political evolution in Europe;
- after consulting a number of Past-Presidents, the average minimum number of members for a regional society is 10-30. Ten was selected since this would give to small countries a maximum possibility to participate;
- the decision to allow a second councillor was considered to be a secondary problem since in general we do not vote for certain issues and since the Executive Committee wishes to attract the most "active" persons to become councillor.

The Council is an organ aiming at contribution, interests and needs of different EEMS sections. Therefore, the minimum number of members was considered to be 10; societies of more than 200 members can have 2 councillors. Societies composed of different political entities (e.g. GUM) are allowed to have a councillor for each of the political units. This new approach does not take into account the current maximum number of members of the Council, i.e. 32. Therefore, this maximum rule will be deleted.

Upon acceptance by the Council, the next President will adapt the EEMS rules accordingly. The proper procedures to adapt the rules will need to be followed (during Cavtat meeting).

3.2. New "Special Interest Groups"

Currently, we have 2 special interest groups:

Molecular Epidemiology (coordinator P. Farmer)

Industrial/Regulatory Issues (coordinator D. Kirkland; will appoint own successor in case he becomes new vice-president)

The President suggests to:

- re-introduce one: DNA repair coordinated by Vasiliki Pletsa (National Hellenic Research Foundation) → no answer up to now; alternative B. Tudek.
- introduce 3 new ones: children genotoxicity (coordinator Lisbeth Knudsen who accepted); nano(geno)toxicology (coordinator Hannu Norppa) and Immune response and genotoxicity (coordinator Lutz Müller).

The 4 new SIGs will be requested to organize a workshop during the 2008 Annual Meeting in Cavtat. One SIG can organize a workshop as a satellite to the 2009 ICEM.

SIGs are considered to be a “pre-organisation” for a future hot topic; they do not necessarily need to hold a session at the Annual Meeting.

For the Basel meeting, the programme will be checked for possible spots for the SIGs.

3.3. Future meetings

- 2007 Basel: request from a EU project leaders, ECNIS (Oesch) and NewGeneris, for the possibility to organize a meeting during the EEMS Annual Meeting.

The position of the EEMS Executive committee is as follows: we do not wish to organize a common workshop within the programme of the Annual Meeting but these EU project leaders are welcome to organize a meeting separately, i.e. before or after the programme or during the free afternoon. A room could be made available for these meetings (discuss with local organizers). They could also have a satellite meeting at their own expenses.

- 2008 Cavtat: organizers need to be contacted (Eugenia) to invite them to present their meeting in Basel during the Executive Committee meeting, Council meeting and General Assembly. The title of the meeting is not clear at present (3 options).

- 2008 Cavtat: HUMN proposal for workshop as a pre-EEMS meeting (no extra charge); organizers Bonassi and Fenech.

- 2009 ICEM Florence: concurrently 39th Annual Meeting of EEMS. Satellite meetings can be organized by members societies, e.g. GUM, BEMS... in Italy or in own country. The question should be raised to the Councillors (Marlies); Eugenia will send out main topics of meeting because subject of satellite meetings should not be in overlap with ICEM (can be a very focussed topic).

- 2009 ICEM Florence website: Costs for update of current meeting template website → organizing committee will look at current website and determine what is required in addition (Eugenia) → then Marlies can ask NewLink for more specific cost estimate.

3.4. Preparation of files for Young Scientist Travel Awards and “National” YS for Basel meeting

No proposals received so far. There will be 10 YST Awards and 7 “National” YS Awards. Marlies will send out reminder message and explain again the difference between the type of awards. Deadlines for all nominations is 31 MAY 2007. If no 7 proposals are received from the Local Societies, further selection will be based on abstracts.

4. Report from the Secretary

4.1. Website

The old EEMS website needs to be redirected to the new one (Rob).

The Google reference needs to be updated (Marlies → NewLink)

Management of the discussion forum: SIG chairs will be contacted (Micheline)

Input requested from Executive Committee:

- Links: Societies and Other

- Training and courses

- Other activities of interest

- SIG

→ PLEASE make suggestions (all) !!!

- EEMS Subscriptions: Special rates for EEMS members for Mutation Research and Mutagenesis (Rob)

Cost price: Rob received 3 invoices; these were checked and approved, thus can be paid. However, Marlies noted that since not all issues are resolved, the final invoice should not be paid unless she approves it. For future meeting organizers, a rough estimate was sent out to the Cavtat and ICEM organizers. The estimate is not very straightforward since it is not clear which adaptations will need to be made. Once the organizers have an idea on these changes, a better cost estimate will be asked to NewLink (Marlies).

4.2. Electronic voting

The electronic voting system is available on the website and can, after a test phase, be used for the vice-president election. Detailed information of the candidates needs to be provided (Chris) for posting on the website and for the limited number of ballots that need to be sent out by regular mail.

4.3. Newsletter

Version 47 was available in December 2006 and is posted on the website.

4.4. New EEMS Councillors

Italian EMS: Dr. Alberto Izzotti (Dr. Ricardo Crebelli)

New appointments should be made for the following countries in 2007; councillors have been notified but no response has been received yet.

Belgium (Verschaeve)

Finland (Norppa)
Hungary (Gyorffy)
Norway (Krokje)
Russia (Abilev)
Slovenia (Filipic)
Spain (Surrals)

Marlies pointed out that the contact with the Councillors remains relatively difficult, although they had been requested for more action during the last Council Meeting. They will be stimulated again in the next meeting.

4.5. Electronic membership directory

At present, we have approximately registered 1400 members in our society. Of 1305 of those, we have an e-mail address, of 56 we have only a postal address and of 48 members we have no contact details at all. No membership info has been received from Norway, Russia and Slovenia. Marlies will contact these councillors again. An e-mail address is required to obtain a password to access the members' section of the EEMS website for the electronic voting of the new vice-president.

It has become clear that, in addition to the administrative function of the Secretary, a partial responsibility of webmaster is also demanded. Marlies proposed to invited the future Secretary to the next Executive Committee, Council Meeting and General Assembly, to allow this person to already get more familiar with the procedures of the Society and with its members and officers. Eugenia needs to identify a new Secretary asap.

5. Report from the Treasurer

Rob provided the report of the EEMS accounts from January to December 2006. As usual, the membership fees from the different local Societies were our major source of income. A major point was the money that was paid back to the EEMS by the Organizers of the Kos Meeting; this was the loan plus extra profits that were made. Expenses included payment of the auditors and the different EEMS Awards.

Rob explained that on January 29, 2007 an amount of 15275 Pounds (23126 Euro) was placed on the EEMS account, originating from British American Tobacco (BAT). Nobody from the Executive Committee had been contacted by BAT prior to this "donation". It was

immediately clear that EEMS does not want this money and therefore Rob initiated already the process at the bank to return this money.

Marlies was contacted by Anthony Lynck: GSK would want to donate money to EEMS. The Executive Committee could agree with this since it concerns a pharmaceutical company.

YST awards: 10 in Basel, Cavtat and ICEM

A loan of 4000 euro will be given to the ICEM Organizers.

Will there be a YS and FS Award during the ICEM → Yes, as was done in Toulouse.

6. Report from the Past-President

In his attempts to recruit candidates for the vice-president election, Chris noted that not many persons are interested in serving the Society and that the Local Societies are not taking much initiative. During the Kos meeting, Chris had contacts with several potential candidates: Norppa, Blomberg, Speit, Kyrtopoulos, van Delft and Philips. Speit and Kyrtopoulos stepped out. Recently, two recommendations from a Local Society were received: David Kirkland (UKEMS) and Barbara Tudek (Poland). Chris has all the candidate info and will send this, together with a picture of the candidates, to Marlies who will prepare the ballots (website and regular).

Chris reported that there was no progress in recruiting new members, after having a last contact with Lithuanian and Ukrainian delegates during the Prague meeting.

7. Report from the Vice-President

Eugenia reported on the easy-going and stimulating contacts with the Basel meeting organizers and the interesting programme that is being constructed. A few speakers need still to be confirmed. One item that needs clarification: open slots in the programme for selection from abstracts and not to organize an ECNIS session.

No proposals for the FS and YS Awards have been received. Marlies will contact the Councillors again. It was agreed that nominations could be repeated when failed the first time.

8. Other Business

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37th EEMS Meeting - Basel

The meeting organizers are Hans-Jörg Martus, Lutz Müller and a local professional event organizer, Pablo Tosin.

Visit of the venue: nice and well-equipped university centre with good sized lecture halls. The only drawback is the available space for coffee breaks/lunch, poster viewing, discussing and commercial stands which could be crowded in case of many participants. The person responsible for the infrastructure will work out a new plan taking into account our comments.

YST Awardees: registration fee will be waived by meeting organizers; it should be made clear that candidates are free to apply for YST and YS Awards even if they are considered to be a “National” YS for the specific session. And even if the Local Society can not pay, they are still allowed to apply.

Currently, 70 persons are allocated on the budget. A GUM loan was received. There is 20% spending at risk.

Evening session: (geno)toxicity testing in industry (case study based exercise → David Kirkland?) or CV presentations?

Morning session: SIG.

It was agreed that ECNIS can organize a meeting on Sunday afternoon, as a pre-conference workshop, independent from EEMS and not on the Basel budget.

Poster sessions: end of June → group abstracts per 3 topics; 6 moderators are required (Farmer, Chris, Speit, Parry, ...tbd).

Abstract book: A5 format, min 600 dpi → **Marlies** will check this with NewLink for the output from the website.

List of participants: generate from website → **Marlies** will check this with NewLink.

Marlies De Boeck, EEMS Secretary