

Serb 12 Oct 2007

**UKEMS: MINUTES OF THE AGM HELD AT THE
UNIVERSITY OF WARWICK**

21 MARCH 2006

1. MINUTES OF MEETING HELD 4 AUGUST, 2005 AT THE UNIVERSITY OF BRADFORD

The minutes were reviewed and no corrections or changes were required so they were agreed by the membership and signed by the President.

2. PRESIDENT'S REPORT

Ian Mitchell said that the society is in excellent shape, exemplified by the excellent quality of young scientist presentations during the previous two years. The UKEMS masters course had started and he encouraged members to register for the various modules. The DNA repair network, or Genome Stability Group as it now known, has been integrated into the society, which is good news for the group and the society. Society members continue to have influence via committees such as the COM. The finances are in excellent shape and he expressed his gratitude on behalf of the society to OUP and David Phillips for their efforts to continue the success of Mutagenesis. Ian indicated that he is to step down as President at this meeting but wished to express his gratitude to the other committee members who had shown lots of enthusiasm and had helped him to fulfil his role. He reminded members that a number of vacancies on the committee were due in the next few months so interested people should consider their nominations.

3. TREASURER'S REPORT

The Treasurer presented the accounts for 2005, which were much earlier than normal and hence were not fully audited, and the main points were as follows:

The UKEMS Membership 2005 stands at 10 Fellows, 230 Full Members and 94 Student Members making a total of 323. The Financial status (as of February, 2006) is that the current balances are approximately £17,500 in the Lloyds account and £54,000 in the CAF account. These do not include £4000 from the Bradford meeting and a late payment from Unilever. The income for the society includes £12,000 from the Loughborough meeting, £2000 of interest, £4500 from sustaining members and £37,500 from Mutagenesis. The detailed figures are given at the end of these minutes. The society now has 9 Sustaining Members, namely: AstraZeneca, Covance, GlaxoSmithKline, Huntingdon Life Sciences, Perspective Instruments, Pfizer, SafePharm Laboratories, Syngenta CTL and Unilever.

Anthony noted that the assets of the society were increasing year on year and that we needed more imaginative ways of utilising this resource. We have been able to fund all bursary applications to Bradford and 3 to the EEMS meeting and 2 to EMS in San Francisco. The society has also supported some previous MEG meetings. Our largest commitment is to help support the masters course run in conjunction with the University of Swansea, which will cost £5000 in each of 2005 and 2006 and also possibly in 2007. There have been some membership changes with an increase in applications of approximately 10%, partly due to the influx of GSN members. At his point Jim Parry asked whether the tax situation had been considered because there was the possibility of changes in the upcoming budget. Anthony

said that the accountants were very good at warning of changes in tax law. Furthermore, he is looking at an investment opportunity with CAF and details will be communicated to members later. Ian Mitchell suggested that there would need to be a change in trust law for any tax changes to be implemented. Alison Wolfreys proposed that the accounts be accepted and Mike O'Donovan seconded the motion; the accounts were accepted unanimously.

4. MUTAGENESIS EDITOR'S REPORT

In the first full calendar year (i.e. 2005) that the journal has operated online submission and peer review, the Editorial Office received 127 submissions, a significant increase on the numbers submitted prior to the implementation of this system. Of these, 58 papers have been accepted for publication, 62 were rejected and the outcome of 7 others is still pending. Submissions were received from 26 countries. The acceptance rate (~50%) is now substantially lower than previously, reflecting more stringent criteria for acceptability and the continuing ambition to improve the quality of published papers and the status of the journal. The average time from submission to 1st decision on manuscripts submitted in 2005 was 33 days. It is intended to reduce this time still further in 2006 by asking reviewers to turn around papers in 14 days rather than 21.

The journal now publishes accepted papers online as soon as authors have corrected the proofs of their paper, thereby cutting the time from acceptance to publication considerably. Since January 2006 authors have been offered the option to pay for their paper to be published with Open Access; as yet no authors have taken up this option.

World-wide access to Mutagenesis increased substantially during 2006, with the signing of several large consortium agreements by Oxford University Press. In addition, Mutagenesis is freely available online in not-for-profit institutions in 67 developing countries and greatly discounted to a further 60 middle-income countries. In 2005, the number of full-text downloads of Mutagenesis papers exceeded 200,000 for the first time.

David conducted a straw poll to find out how many people used the author index and this showed that very few people did. He indicated that the author index may be discontinued in the future.

5. IGG CHAIRPERSON'S REPORT - MF had prepared a written report as below.

Change of Chairman

In 2005, Alison Wolfrey's came to the end of her term as both an IGG committee member and chairman. On behalf of the rest of the committee and the IGG membership, I would like to sincerely thank Alison for the excellent work she has put in over the last six years. I was honoured to succeed Alison as chairman and hope that I can provide the same level of support to IGG.

Highlights of 2005

2005 was another successful year for IGG. The Spring meeting on 'Problems in Genotoxicity Testing' was well attended (65 delegates) and the IGG session on 'Mechanisms in Genetic Toxicology' at UKEMS Annual Meeting, Bradford contained a lot of interesting science, with Dimitra Dafou being presented with an award for best presentation by a young scientist.

Accounts year end 2005

At the end of the year the IGG account balance was a healthy £3,807.95.

It has been realised that this raises an IGG constitutional issue (constitution states balance should not exceed £2,000).

Committee Vacancy

There was a good response from the call for nominations for the vacant IGG committee post. We received nominations for three candidates, all of which would have made excellent committee members. Following a ballot of those companies with IGG voting rights, I am pleased to announce that Andrew Scott of Unilever has been voted onto the committee.

Hence the current committee is:

Mick Fellows, chairman, AstraZeneca

Eian Massey, secretary, Advanced Technologies (Cambridge)

James Harvey, treasurer, GlaxoSmithKline

Carol Beevers, ordinary member, Covance

Phil Clay, ordinary member, Syngenta

Patricia Collins, ordinary member, Sequani

Andrew Scott, ordinary member, Unilever

This election highlighted some additional issues with the IGG constitution (the original list of institutions with IGG voting rights had not been fully updated to take account of mergers, creation of new companies etc).

Looking forward to 2006

Meetings

IGG session BTS/UKEMS, Warwick, Tuesday 21 March, on 'PhotoSafety Testing'.

IGG one day meeting, The Royal Society of Medicine, London, 29 November, on 'The use of Automation in Genotoxicity Testing'. If anyone has any data they wish to present please contact the committee. The IGG AGM will be held at this meeting, during which any revisions to the IGG constitution will be discussed.

Call for data

We are considering collating data on the use of historical control databases and evaluation criteria, with the aim of publishing on how approaches are used and data interpreted.

6. MEG CHAIRPERSON'S - FM had prepared a written report as below.

Current Committee Members: John Hesketh, Mike Routledge, David Phillips (Secretary), Lesley Rushton (Treasurer), Paolo Vineis, Frank Martin (Chair).

Election: Chris Wild stood down at the AGM in December 2005 after 7 years on the Committee and four as Chair. Mike Routledge was elected to the MEG Committee and subsequently Frank Martin was selected, by the Committee, to be the new Chair.

It was agreed that Chris had done an excellent job as Chairperson and, under his guidance, some exciting and stimulating meetings had been organised. He was also responsible for introducing joint meetings with other societies.

It was also noted that David Phillips and Lesley Rushton will rotate off the Committee in December 2006. Prospective candidates for the UK MEG Committee are welcome to indicate their interest.

General Comments: MEG has been exceptionally active over the last year with a very well attended joint meeting with the Society for Social Medicine (SSM) on 17 May 2005, the Winter Meeting at Imperial College on 8 December 2005 and an organised Symposium at the BTS/UKEMS Joint Congress. Plans are currently in place to hold the UK MEG Winter meeting at Imperial College, St Mary's Campus, Paddington on 8 December 2006 (date to be confirmed), on the subject of "epigenetics and epidemiology". These multidisciplinary meetings are drawing a new generation of people interested in MEG, notably from the broader UK epidemiology community. Contributions of symposia to UKEMS meetings as well as joint meetings with other interest groups within UKEMS and from other societies with overlapping interests clearly generate a lot of interest. In order to build on this, it is felt that the submission of Meeting Reports for publication in peer-reviewed journals might be a way forward.

Meetings:

A joint one day meeting with the Society for Social Medicine (SSM) was organised on the 17th May 2005 at the University of Leeds on the topic of "**Genes, Populations and Disease: Genomic, Proteomic and Metabonomic Approaches in Epidemiology**". The meeting was exceptionally well attended with just over 100 registrants representing a multidisciplinary audience. Sponsorship was from the European Epidemiology Federation, Agilent Technologies, Affymetrix and Illumina.

A one-day meeting was held on the 8th December 2005 at Imperial College, London on the theme "**The Role of Molecular Epidemiology in Occupational Health – Help or Hindrance?**" This meeting was organised by Lesley Rushton and Paolo Vineis. This meeting was also very well attended and generated a lot of interest. Speakers' slide presentations and all other material relevant to this meeting were sent to the Health and Safety Executive (HSE) and a URL link their website; this will also be placed in a future UKEMS Newsletter. Note: the MEG AGM was also held during the above meeting.

MEG has jointly organised a Symposium with the Human Toxicology Interest Group at this BTS/UKEMS Joint Congress entitled: "**Extrapolation from animals to humans: can biomarkers help bridge the gap?**" Dr Frank Martin will co-Chair the session on behalf of MEG.

The next meeting (a one-day Workshop) is currently being planned and is expected to take place on the week of the 4th December (most probably the Friday 8th) at Imperial College, London. It is expected that there will be around six invited speakers, with at least one from the US, and the focus of the meeting will be on "epigenetics and epidemiology".

Finance: The income/expenditure of the meetings listed above has left MEG with a healthy balance of around £7,000. This is due to the fact that the Leeds meeting showed a particularly healthy positive balance and, also to the fact that the UK MEG Winter Meeting (8th December 2005) attracted £2,000 from the HSE in sponsorship (in return for 10 'free' HSE staff registrations not all of which were taken) and £2,000 in registration fees; a free room was also obtained in which to hold the event.

Thanks! The Committee would like to thank Jenny Duckmanton for continued administrative support.

7. GSN CHAIRPERSON'S REPORT - SR provided the comment as below.

We are currently upgrading the GSN website and a report on the GSN activities/accounts etc will be available in a new members only section. Please visit the website for more information.

8. NOMINATIONS FOR COMMITTEE POSTS

It was announced that there will be vacancies for the positions of Vice-President, Shadow Treasurer and an executive committee member in the summer. The membership will be sent an email soon to invite nominations for these positions.

9. UKEMS QUALIFICATIONS, CURRENT STATUS AND FUTURE PLANS

This item was skipped because there is to be a session on this matter later in the meeting.

10. CARDIFF 2007

Though yet to be finalised, it is proposed that next year's meeting be held in Cardiff.

11. AOB

- a. Jim Parry suggested that it is time for the UKEMS books to be revised, in particular the book on statistics. The committee agreed to look at this issue at their next committee meeting.

The accounts are below.

Summary UKEMS Accounts – 2005

•Lloyds-TSB Bank	balance £
Balance Dec 2005	17,688.10
•CafCash Account	balance £
Balance Dec 2005	54,544.90
Total	72,233

* *Excludes profit from Bradford (£3991.56) & payment from Unilever (£500 paid in Jan)*

United Kingdom Environmental Mutagen Society

Charity recognised in Scotland SC 029239

Independent Examiners DN Vaughan & Co Ltd, 10 Gloucester Place, Edinburgh

Membership 2005

Committee to 31 December 2005

•President	Vice president
Dr I. de G Mitchell	Dr S. Dean
•Treasurer	Secretary
Dr A. Lynch	Dr P. Jenkinson

Elected Officers: Dr K. Brown, Mr M. Lloyd, Dr P. Carmichael

•Management Committee Members (co-opted)
Prof. D. Phillips (Mutagenesis)
Prof. C. Wild (MEG Chair)
Dr A. Wolfreys/Mr M. Fellows (IGG Chair – Oct 2005)
Dr C. Jones/Dr S. Reed (GSN Chair – Aug 2005)
Mrs E. Waters (Web)

Society Membership:

Fellows 10, Full Members 230, Students 94 (*i.e. 10% increase on 2004*)

Sustaining Members:

AZ, Covance, GSK, HLS, Perceptive Inst, Pfizer, SPL, Syngenta, Unilever.

UKEMS Ledger 2005

UKEMS 2005

Lloyds Outgoings

Lloyds BC	72.15
MEG	0
GIN	2000
Bradford	5650
IOB/BSF	605
EEMS	1477.98
Trvl.Bur Int/Nat Mtg	5752.11
Mutagen Ed. Exp.	3500
UKEMS Com Mtg	294.3
Subs Refund	0
Accountant	822
Other (bank trsfr)	10,000
Web	420
MSc GeneTox	5000
Total	35593.54

Income 2005

Loughborough	12057.86
CAF Interest	1832.17
Sustain Members (8 x 500)	4000
Mutagenesis	27096
Members Subscriptions	5565
Other	36.51
Total	50587.54
 Bradford profit	 tbp 2006

UNITED KINGDOM ENVIRONMENTAL MUTAGEN SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING
INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 December 2004

		Unrestricted	2004	2003
INCOMING RESOURCES	Notes	funds	Total	Total
		£	£	£
Members subscriptions				
Individual members		2,485	2,485	2,815
Sustaining members		3,500	3,500	4,500
From activities in furtherance of the charity's objects				
Surplus on publication of Mutagenesis		15,412	15,412	15,295
Surplus on UKEMS conference		4,970	4,970	-
Investment income - bank interest		1,530	1,530	1,352
Total incoming resources		27,897	27,897	23,962
RESOURCES EXPENDED				
Costs of activities in furtherance of the charity's objects				
Student bursaries		5,050	5,050	3,500
Young Scientist Award		250	250	-
Young Scientist Medal		160	160	-
Young Scientist Travel Award		697	697	500
Poster prizes		200	200	100
Mutagenesis editorial expenses	3	3,000	3,000	3,000
Deficit on UKEMS conference	2	-	-	9,411
Sponsorship of MEG Cumbria Meeting		5,690	5,690	-
EEMS subscription		1,446	1,446	1,498
IOB affiliation		130	130	125
Biosciences Federation membership		270	270	270
		16,893	16,893	18,404
Administration expenses				
Secretarial fees		-	-	1,057
Committee and other travel expenses	3	2,700	2,700	2,622
Independent examiner's fee		823	823	823
Management support for affiliated societies		4,000	4,000	500
Website costs		1,769	1,769	1,336

UKEMS AGM Minutes, 21 March 2006

Bank charges and sundry costs	16	16	44
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	9,307	9,307	6,382
Total resources expended	26,200	26,200	24,786
Surplus/(Deficit) for the year	1,696	1,696	(824)
Balance brought forward at 1 January 2004	56,852	56,852	57,676
Balances carried forward at 31 December 2004	<hr/>	<hr/>	<hr/>
	58,548	58,548	56,852
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