

# **UKEMS: Minutes of the AGM Business Meeting.**

**Held at The University of the West of England, 15<sup>th</sup> July 2013.**

## **1. Minutes of the UKEMS AGM Business meeting held 16<sup>th</sup> July 2012 at Swansea University**

Karen Brown (UKEMS Secretary) had previously given her apologies for absence; accordingly, Mick Fellows took minutes and Mike Routledge (UKEMS Treasurer) took the meeting through minutes of the previous AGM business meeting. It was noted that the Genome Stability Network contribution was still to be received. Other than that, no additional points of clarification were raised. The minutes were reviewed; no corrections or changes were required and they were taken to be accepted by the present membership.

## **2. President's Report**

Anthony Lynch (UKEMS President) gave a report to the meeting based on the following:

The **Swansea Meeting** was a tremendous success, scientifically and socially, despite the weather, and I received excellent feedback, especially from overseas participants. The scientific program covered various topics, with 130 attendees and it was great to see such a significant contribution from young scientists. During the meeting, Mike O'Donovan was made a UKEMS Fellow, George Johnson received the YSA and several young scientists received Poster/Presentation awards. The final accounts from the Swansea meeting recorded a small profit of ~£2K. It was notable that ~ £15K was raised in sponsorship and/or exhibitor fees. UKEMS provided £11K in bursaries to support members' attendance at the conference.

I want to express my gratitude to Mike Routledge and Karen Brown for their work as Treasurer and Secretary, respectively. Also, I would like to acknowledge and thank the committee members for all their contributions over the year. As you will see the membership figures are holding constant and our finances are doing well. The various sub-groups are all thriving and have made good use of the financial support provided by UKEMS. The society has made a large number of grant awards to individual members, including conference bursaries, travel awards and technology transfer awards. In addition, the society has provided support for aligned activities. For example, Prof Karen Brown helped organise the **Resveratrol 2012 conference in Leicester** (Dec 2012) where UKEMS sponsored a symposium on cancer chemoprevention as part of this meeting (£2784). The society also sponsored the **UKMEG / ECNIS2 Workshop on Design of Future Molecular Epidemiology Studies and New Biomarkers in London** (Nov 2012). The workshop had 71 participants including 12 invited speakers. Prof. David Phillips received the UKMEG Award for 2012 and UKEMS helped to sponsor 7 young scientists to attend this workshop. In March 2013 the UKEMS organised a Symposium as part of the **BTS meeting in Birmingham**, entitled "Current Trends in Genetic Toxicology". Speakers included myself, David Kirkland, Gareth Jenkins and Volker Arlt.

The committee has considered the up-coming **ICEM-2013 in Brazil (and IWGT)**. A number of UKEMS members are participating in the meeting and/or Workshop and the society has provided bursaries to assist 6 young scientists (who will also receive 50% discount on ICEM registration) and 5 established scientists to attend the meeting (~20K in total), Benjamin Rees, John Wills, Rhiannon David, Sabine Langie, Sandra Schumacher, Ankur Karmokar, Shareen Doak, Michael Routledge, Julia Kenny, Diana Anderson, Nigel Gooderham,

UKEMS received six applications in 2012 for the **Small Grants Scheme**, each requesting ~£5000, the maximum amount allowable. It was decided that judging be restricted to the committee, excluding any members with a conflict of interest. It was agreed that the society would award two grants and make the scheme annual going forward. One of the applications had been from a UKEMS member based in India. Whilst the application was considered this time around it was decided to limit the awards to members based in the UK in the future.

**Bristol meeting:** I'd like to comment on how well the conference is going and personally thank Ruth Morse, Ann and Karen for all their hard work in organising the meeting. Ruth especially has made a significant contribution to putting on "this show". I also want to acknowledge Jenni & Keith at Affinity Events and the folk at UWE, whose efforts have made this event possible. Thank you.

### **Jim Parry Award: Prof David Philips**

**Society debate:** Many of you would have seen the recent publication in EMM regarding the name change of the US-EMS. Stefano Bonassi, President of the IAEMS, feels strongly that all Board Members should be aware of this and he encourages the Presidents of the EM Societies to keep considering this as a priority within their societies. The UKEMS committee took some time to discuss this issue at their meeting in Ware in the Spring and decided to table a debate at this year's conference to solicit members views on the future of the society.

### **Vice President**

Prof Frank Martin was elected last year and will succeed me in 2014 at the joint UKEMS/EEMS meeting in Lancaster. We will be seeking to elect a successor to Frank early in 2014 so please let the committee know if you are interested or would like to nominate a candidate.

Finally I would like to thank the membership for their continued support.

### **3. Treasurers' report**

Mike Routledge (UKEMS Treasurer) gave a report to the meeting based on the following:

#### **Treasurer's report for UKEMS AGM Business meeting 15<sup>th</sup> July 2013**

##### Membership:

The official membership list managed by OUP shows 170 members, including 59 students and 13 fellows. We are aware that there have been problems with some members renewing their subscriptions and consequently dropping off the list. This has sometimes been because they failed to respond to the reminders from OUP and sometimes because they have moved and their contact details have been lost. Attempts will be made to contact those whose membership has lapsed who are known to the committee. It was requested that other members ask colleagues to check if their membership is up to date. Anyone with any doubts should contact the Treasurer.

1. Subscriptions (£25) are collected by OUP
2. OUP sends out a bill at the start of the year
3. If you do not receive a bill from OUP please contact the Treasurer
4. A number of people are paying by standing order
5. All of these are paying less than the current subscription and could be considered to have had their membership lapse

### Sustaining Members

There are currently seven sustaining members who have paid this year or for whom payment has been promised:

AstraZeneca  
Covance  
Gentronix  
GlaxoSmithKline  
Harlan  
Perceptive Instruments  
Unilever

### Bank accounts

#### Balances at 8th July 2013

Lloyds TSB: £79,228.01  
CAF Bank: £50,157.75  
HSBC: £64,477.37

Total reserves = £193,863.18  
(Last year = £179,872.57)

Note that although the holdings seem high compared to last year, this is because some payments are committed (about £36,000).

Revenue from Mutagenesis increased 1.72% to £60,241 for the year to 31<sup>st</sup> December 2012.

### UKEMS Accounts Jan 1<sup>st</sup> – Dec 31<sup>st</sup> 2012

The accounts have been prepared and agreed by the accountant, Alexander Sloan Chartered Accountants.

### **Questions Raised**

**Steve Dean:** Had there been an intention to appoint a separate membership secretary to the UKEMS committee. **Mike Routledge** confirmed that the membership secretary was still the treasurer and change was not anticipated.

**Simon Reed:** Messages regarding membership should be sent out to affiliated groups.

**Mike Routledge** agreed that this was a good idea and may encourage new members.

**Mike Routledge** finally commented that it was encouraging that the society had spent more than income hence was keeping the financial excess in check.

Acceptance of the financial report was requested. **Rob Durward** proposed acceptance and this was seconded by **David Phillips**. No further questions were raised.

### **4. Mutagenesis Editor's Report (David Phillips)**

David reported that everything was going well with Mutagenesis and that the impact factor had gone up again; the dip last year was predicted but all journals in this field have picked up and we are pretty close to our competitors. The acceptance rate for articles is going down, which is an indicator of quality. David outlined a number of editorial changes and reported that the Japanese editor, who has done a great job, is stepping down. A successor has been nominated so the journal will still have a Japanese editor. David added that he hopes to have an Editorial board meeting in Brazil.

## 5. IGG Chairperson's Report (Ann Doherty)

### IGG Committee 2012-13

Committee (as at July 2013)

	Joined
- Ann Doherty, Chairman Secretary, AstraZeneca	2009
- Paul Fowler, Secretary member, Unilever	2009
- Jon Howe, Treasurer, GSK	2007
- Ewan Booth, Ordinary member, Syngenta	2007
- Trish Ellis, Ordinary member, Kimberly-Clark	2010
- Darren Kidd, Ordinary member, Covance	2011
- Will Barfield Ordinary member HLS	2012

A call for two new ordinary members will be made in September 2013 to replace Ewan and Jon

### IGG Officers from Nov 2012

- Ann Doherty will remain as Chair
- Paul Fowler will take over as Secretary
- Darren Kidd will take over as Treasurer

### Accounts

IGG balance stands at £2628.78

IGG Business Account 12 July 2013				
Date	Withdrawn	Paid in	Balance	Notes
14-Nov-2012			3584.66	Balance brought forward
14-Dec-2012		3820.00	7404.66	Registration fees for Nov 2013 IGG meeting
14-Dec-2012	800.05		6604.61	Speaker/bursary expenses (Nov 2013 meeting)
18-Jan-2013	4974.00		1630.61	Final Senate House cost for 2013 meeting (including £278 for poster boards)
18-Mar-2013		898.15	2528.76	UKEMS grant for IGG bursaries
12-Jul-2013			2528.76	Current Balance

### Recent Activities – IGG Nov 2012

The 26<sup>th</sup> Annual IGG Meeting was held at Senate House at the University of London on the 22<sup>nd</sup> November 2012 and was a back to back meeting with the In Vitro Toxicology Society (IVTS).

- All talks were extremely well received, with excellent feedback from delegates.
- Similar attendance compared to 2010, with 75 people attending the meeting (Speakers = 9, Bursaries = 3, Payees = 63)
- The IGG thanked UKEMS for funding a number of bursaries
- Small losses on this meeting

## 6. MEG Chairperson's Report (Volker Arlt)

Committee

Chair: Volker Manfred Arlt (King's College London, London)

Secretary: Susan Duthie (Rowett Institute of Nutrition and Health, Aberdeen)

*Treasurer:* Andy Povey (University of Manchester, Manchester)  
*Ordinary Members:* Montse Garcia-Closas (Institute of Cancer Research, London)  
Jill McKay (Newcastle University, Newcastle)  
Andrew Collins (University of Oslo, Oslo, Norway)

MEG has organised a symposium at the UKEMS 2013 conference chaired by Volker Arlt and Andrew Collins. The preparations for the traditional annual MEG winter workshop are progressing. The 1-day workshop is entitled "The Future of Epidemiology: Biomarkers meet Populations" and will be held on 6th December 2013 at Newcastle University. The local organiser is Jill McKay (Newcastle University). There have also been discussions to host a UKMEG/UKEMS-sponsored workshop/symposium entitled "Carcinogenic hazards of combustion emissions in traffic pollution" at the EUROTOX CONGRESS 2014 in Edinburgh.

#### **7. GSN Chairperson's Report (Simon Reed)**

Simon presented a brief report on the activities of the GSN over the past year.

#### **8. New UKEMS Website (Mick Fellows)**

Mick presented two slides on the new website, confirming that it had gone live on the same day as the business meeting (15<sup>th</sup> July 2013). It was noted that the website was now very much more user friendly and all were encouraged to try it out. Old passwords were not transferable so on first use members should select the 'forgotten password' option for a reset. A request was made for any pictures of significant UKEMS events or items of interest to be sent for up-loading. In her absence, Mick thanked Karen Brown for all her effort and perseverance in getting the website to its current stage.

#### **9. Proposal for two new UKEMS Fellows (Anthony Lynch)**

Anthony proposed that Ian Mitchell and Andrew Collins should be made fellows. Ian's proposal was seconded by **Frank Martin** and **Andrew's** proposal was seconded by **Steve Dean**. No further comments were made and Ian and Andrew were accepted by the meeting as UKEMS Fellows.

#### **10. Election Results for Shadow Secretary and two Ordinary Committee Members (Anthony Lynch)**

Anthony thanked Awadhesh Jha and Rob Durward for their work on the committee and announced that Ruth Morse had stood unopposed for the post as shadow secretary. Furthermore, following an election Andrew Scott and Jonathan Howe were elected as Ordinary Committee Members. No further comment was received from the meeting hence Ruth, Jonathan and Andrew were welcomed onto the UKEMS committee.

#### **11. Changes to the constitution (Anthony Lynch)**

Anthony proposed two amendments to the UKEMS constitution:

1. Recommend that future UKEMS Fellows are approved by UKEMS executive committee rather than by the membership at the AGM. A vote was taken with two against and 2 abstentions. The motion was carried by majority vote.
2. An amendment to the UKEMS constitution to update wording regarding payment to the editor of Mutagenesis. Anthony read the re-worded statement. **Simon Reed** commented that remuneration should be 'based on the OUP annual report'. Hence the following wording was proposed to the meeting:

'An appropriate fee will be paid to the editor in chief of the society journal "Mutagenesis", based on the performance of the journal and income generated for the society. The fee will be in-line with the going rate for the editor of a journal commensurate with the size of Mutagenesis. This payment will be subject to the annual review of journal performance (based on the Oxford University Press journal report) and made at the discretion of the

executive committee. The amount paid will be reported in the annual summary of accounts and presented by the Treasurer at the business meeting of the Annual General Meeting.'

A vote was taken and the revised wording was accepted with one abstention.

**12. Debate on the future direction and remit of UKEMS (Anthony Lynch)**

Anthony reminded the meeting that the next day a debate would be conducted on the future shape of UKEMS and encouraged all to attend and contribute.

**13. AOB**

A request was made for any other business, but none was forthcoming and the meeting was closed.





UWE, Bristol

14-17 July 2013

**AGM Attendance List**  
**Mon 15th July, 12.10pm**

Name	Membership Status M/S
Ann Roberts	MS M
Mike Partridge	MS M
David Phillips	MS M
VOLKER ARLI	MS M
FILL KUCAB	MS M
ANNETTE KRAIS	MS M
GARETH JENNINS	MS M
JULIE HAYES	MS M
CAMERON BROWN	MS M
<del>FRANCOIS HOLLIG</del>	MS M
IAN MITCHELL	MS M
 Nick Fellows	MS M
	MS