



---

## 72nd Board of Directors Meeting

Saturday, June 25<sup>th</sup>, 2005  
Ramada Hotel, Room: Pinetree C  
10:30 am – 12:00 pm

### AGENDA

1. Call to Order (roll call)
2. Motion to approve expenses of this board meeting
3. Approval of Agenda
4. Standing Committees
  - 4.1 Program Committee:
    - 4.1.1 Bernhard Jurrlink (June 2006 Saskatchewan Meeting)
    - 4.1.2 Michael Ratcliffe (October 2006 Ottawa Meeting)
  - 4.2 Confirmation of Future Meetings
    - 5.2.1 Possibilities for 2007 Site/ Theme
5. Report of Board Representatives (Societies' Activities & Issues)
6. Report of the LOC for Guelph Meeting – Janis Randall Simpson
7. Fall Meeting of the Board (potential discussion items)
8. Other Business
  - 8.1 Marketing CFBS, Activities & Meetings
9. Adjournment

### Minutes

Attendance: Doug Jones (CPS), Michael Ratcliffe (CSI & CFBS President), Sandy Clanachan (PSC & CFBS Past President), Ric Devon (CAANCB & CFBS Treasurer), Bernhard Juurlink, Lena King (STC), Arend Bonen (CSEP), Ken Fisher (CFBS Secretary), Wafaa Antonious (CFBS Manager)

#### **1. Call to Order (Roll Call)**

Dr. Michael Ratcliffe, CFBS President, called the meeting to order. A roll call was taken and Ken declared that quorum was met, 6 societies were represented at the present board meeting. Ken explained that three societies need to be represented to meet quorum.

#### **2. Motion to approve expenses of this board meeting**

Mike inquired regarding why the meeting was not held in the university, and Ken explained that it would have been more expensive to order food on the weekend at the university.

Motion to approve the expenses of this meeting – Ken Fisher, Seconded – Doug Jones, Approved.

### **3. Approval of Agenda**

Motion to approve the agenda – Mike Ratcliffe, Seconded – Ken Fisher, Approved.

#### **3.1 Other business to add to the agenda:**

Mike explained that the following two items were to be added to the agenda as items arising from the 71<sup>st</sup> board meeting.

Changes of the membership levies

Renaming of the AGM

### **4. Standing Committees**

Program Committee:

#### **4.1.1 Bernhard Juurlink (June 2006 Saskatchewan Meeting)**

Ric provided a document on the 2006 June Northern Light Conference detailing the tentative theme title, the tentative program, and fund raising information for those who were not in attendance at the program committee meeting. Bernie went through the main items. The imaging theme was discussed to show relevance to various disciplines. Ric stated that one of the buildings in the University of Saskatchewan was being renovated to be used as a conference facility.

#### **4.1.2 Michael Ratcliffe (October 2006 Ottawa Meeting)**

Mike stated a contract was signed with the Ottawa Congress Centre as the October 2006 meeting facility. He requested that both meetings information should be on the CFBS website at the same time as the information becomes available. However the registration form for the October meeting should be posted after the June meeting is over.

### **4.2 Confirmation of Future Meetings**

#### **4.2.1 Possibilities for 2007 Site/Theme**

Mike listed a number of topics that were identified at the Program Committee Meeting for future meetings 2007 and onward. They would be circulated to the Member Societies' Executives for feedback and to identify societies who would like to meet under the umbrella of CFBS meeting. He added that we should have a short list by September and convey it to the board in the November meeting.

### **5. Report of Board Representatives (Societies Activities & Issues)**

Lena reported that STC was involved in the organization of an international meeting in Montreal, July 15 – 19, 2007, and wondered if CFBS would be interested in sponsoring a symposium. She added that this international meeting would be organized by NRC. Mike added that the NRC ran the International Congress for CSI, NRC kept 40% of the profit and CSI kept 60%. The CSI made a good profit out of this meeting.

Sandy reported that PSC was having a meeting in 2005 with the British Pharmacologists in Cambridge, and in 2006 in Beijing. 2007 was yet undecided. He added that the most important feature of the PSC meetings were the award lectures. He commented that the main problem facing the PSC was the dwindling membership. Their membership numbers were just under 300, although they are well funded, and pay travel awards for the students to go to PSC Annual Meetings including Cambridge. He emphasized the importance of CFBS helping the societies to recruit more members. He mentioned that there were a lot of pharmacologists in Canada that were not members and they need to be targeted for membership.

Mike reported that CSI would be having its annual meeting in 2006 in Halifax. There is no word about 2007 yet, but most probably in Lake Louise. CSI will also be a partner for the Infection and Immunity CFBS Meeting in Ottawa, October 2006 under the umbrella of CFBS Northern Lights Conferences. The main concern is that of membership numbers, and it is more frustrating since the society is well endowed. CSI is looking for CFBS to help increasing their membership numbers and the advocacy issues. He raised the concern of the transition of the information to the CSI members. Currently, since he is on the CFBS board and aware of the issues, he acts like the medium conveying information and advising CSI with CFBS activities whenever the issue of what CFBS is doing comes up. Lena King stated that she had never received the CFBS Alerts emails. It was recommended that Wafaa use personalized emails when sending the CFBS Alerts. Mike asked Wafaa to identify the bounced emails and try to determine if it was the server in the University that

was blocking them and then contact the server administrator to remove the block and not have the Alerts identified as a spam.

Doug Jones reported that CPS would have a meeting in 2006 in Lake Louis. He advised the board that CPS was bidding to organize an international meeting for 2017 in Toronto. The bid would be presented in the Koyoto meeting. Doug commented that CPS membership had not done badly, Mike stated that CSI membership had been stable, and that was mainly due to the fact that CSI had been very active in recruiting new members. Sandy raised the concern that CIHR did not allow membership to be paid out of the grant's fund. Wafaa explained the membership drive the CSBMCB was following and that it had led to the increase to their membership. She added that CSEP had offered CFBS to have a booth to help membership awareness and relevance of CFBS to CSEP members. Doug said that societies would be happy to include some kind of display about the activities of CFBS at their annual meetings if CFBS created one.

**Action:** Wafaa to work with CFBS Executive on creating a display about CFBS services, activities and membership.

Lena reported that STC has not been very active in CFBS. She added that STC had travel awards, and she recommended making CFBS' activities more relevant to Canadian Scientists. A key issue to list is what has been done and achieved as a result of CFBS' advocacy activities.

Bernie added that CAANCB was suffering from declining membership. The society offers travel awards, they have 120 members, and the emeritus list was growing.

Arend reported that since the Guelph 2005 Meeting was very successful, CSEP would like to meet with CSNS every three years. He added that NRC was taking over publishing the CSEP Journal, mainly to allow it to be web-based, they might take out the name Canadian from the Journal to make it more international.

## **6. Report of the LOC**

Arend reported that the 2005 Guelph Meeting that was organized under the Northern Lights Conferences was reasonably successful, and had over 500 registrants.

Mike made a motion for a vote of thanks to the LOC of Guelph, Doug asked a report regarding expenses & revenue of the Guelph meeting. Ken stated that if we removed the office staff from the meeting expenses, then the Guelph meeting might have made a profit of \$50,000. Sandy stated that the facilities in the Rozanski Hall in terms of space and AV were superior to that of some conference centres.

## **7. Fall Meeting of the Board (Potential discussion items)**

Arend suggested to let go of the \$1,000 honorarium for the plenary speakers, and thus save \$3,000. Mike recommended that the Gordin Kaplan Award lecture should keep the honorarium since it was identified as an award lecture. He agreed with not giving the plenary speakers any honorarium.

Ken suggested bridging disciplines when approaching CIHR, what level we need to teach, or how can we get the money from them. Sandy commented that the expanding membership, might help us when approaching CIHR.

## **8 Other Business**

### **8.1 Marketing CFBS Activities & Meetings**

Mike recommended following up with David Andrews regarding the membership flyer that David had recommended in previous board meetings. It is a three folded flyer, with information about CFBS on one side and information about the society on the other side. Provide the society with a blank side to add their own information and target the non members. He added that this might increase the membership numbers. It should be sent to all post docs. The immunologist (in the case of CSI) in each department should be identified then pass the flyer on to graduate students and post docs.

**Action:** Wafaa to follow up with David Andrews regarding a membership flyer.

Mike added that in order to advise the members of CFBS activities, a short email containing only three or four points should be sent two or three times a year. It should fit on one screen and have links to more information.

It was suggested that the CFBS president prepare something twice a year advising the membership of CFBS activities. Sandy warned against saying that the meeting was revenue successful, recommended using the terms scientifically correct, resounding success to avoid creating difficulty in future fundraising activities.

## **8.2 Increasing CFBS' membership levies**

Mike explained that there was a proposal that was postponed from Tuesday 71<sup>st</sup> Board Meeting regarding increasing the membership levies with different versions.

Sandy reported that he got feed back from the PSC Executive generally in favour of some kind of increase, and on behalf of PSC he was recommending an increase of \$10 for all full members, \$5 for students.

Ric reported that CAANCB Executive recommended an increase of \$10 for regular and associate and no increase to student's fees.

Lena reported that she sent an email to STC Executive regarding \$10 in increase but was not specific regarding other details, got majority support for \$10 increase, some members of the STC Executive objected.

Doug clarified that he sent an email to the CPS Executive identifying the main point for the change is the length of time that the membership fees had not been increased, and the deficit situation that did not cover the advocacy activities expenses. The CPS Executive recommended an increase of \$10 for regular & associate & \$5 for student members.

Arend reported that since he was busy with the organization of the CFBS Northern Lights Summer Conference, he did not get a chance to communicate with CSEP's Executive. He added that he would take it back to the organization, for recommendation. Sandy stated that most of the feed back was that we needed to work on increasing the membership numbers. Sandy advised that the service & membership contracts should go up with 10% increase. Mike stated that the Executive of CSI reluctantly agreed to 10% to the membership contract.

Mike advised that since most societies had reluctantly agreed to increasing the membership fees, then we should have a new motion and a vote.

Sandy reported that he had CSNS vote in a proxy for \$10 for full and \$5 for students. He also added that Frances Sharom had communicated with him and advised him that CSBMCB was abstaining since they have a membership contract with CFBS until the contract renewal.

Mike stated the original motion had been defeated and a new motion to increase the membership fees by \$10 for regular & associate / affiliate members and \$5 for students should be made.

Motion to increase the membership fees by \$10 for regular and associate, and \$5 for students, GST included effective 2006 – Sandy Clanachan. Seconded – Doug Jones, Approved unanimously – CSI & CSBMCB abstaining since they have membership contracts and CSI had not authorized the \$10 increase for regular and \$5 for student members.

## **8.3 Naming of the AGM**

Ken made a motion that since the board meets three times a year, twice in June and once in November, we should name the first board meeting in June as the AGM.

Motion – the first board meeting in June each year will be the Annual General Meeting of the Corporation (CFBS) – Ken Fisher, Seconded – Arend Bonen, Approved.

Doug advised the board that July 15, in London, Ontario, the first Virtual scientist on call video conference would take place. A classroom would interview a scientist via webcast, to communicate with the public and future generations regarding research.

**9. Adjournment**

Mike thanked the attendees for their participation and called adjournment of the meeting.