



**Minutes of the 2015 Annual General Meeting of the Royal Microscopical Society
which took place on Wednesday 1st July 2015 at mmc2015,
at Manchester Central, Petersfield, Manchester M2 3GX**

Present: Professor Pete Nellist (President), Dr Debbie Stokes (Vice President), Professor Michelle Peckham (Vice President), Professor Tony Wilson Hon FRMS (Vice President), Professor Chris Hawes Hon FRMS (Executive Honorary Secretary), Dr Lynne Joyce (Honorary Treasurer), Dr Peter O'Toole (Honorary Secretary Science – Life), Professor Rik Brydson (Honorary Secretary Science – Physical), Dr Susan Anderson (Honorary Secretary Education), Dr Kesara Anamthawat-Jónsson, Mr Eric Bennett, Dr Paul Verkade, Dr Simon Ameer-Beg, Dr Steve Briddon, Dr John Hutchison Hon FRMS, Dr Susan Brooks, Dr Adrian Burden, Mr Leslie Stump, Dr George Bou-Gharios, Dr Sean Chapman, Dr Alessandro Esposito, Dr Peter Evennett, Mr Owen Green, Dr Chris Guerin, Dr Christopher Hammond, Dr Hannah Lomax-Brown, Professor Gail McConnell, Mr Steve Metcalfe, Mr Jean-Yves Mugnier, Dr Richard Paden, Dr Chris Parmenter, Dr Maddy Parsons, Professor Klaus Qvortrup, Professor Mark Rainforth, Dr Alison Roberts, Dr Klemens Rottner, Mr Jeremy Sanderson, Dr Andrew Scott, Ms Jennifer Simpson, Dr Alex Sossick, Mr David Spears, Dr Theresa Ward, Dr Claire Wells, Mr Jonathan Wells, Ms Sue Wilson, Ms Karen Collins (RMS staff), Ms Allison Winton (RMS staff) and Ms Jill Kennedy (RMS staff).

1. To receive Apologies for Absence

Apologies for absence had been received from Dr Sarah Haigh, Dr Pippa Hawes, Mr Chris Kennedy, Professor Martin Leahy, Mr Ricardo Morilla, Dr Richard Grenfell, Professor Beverley Inkson, Dr Terry McMaster, Dr Paul Spellward, Professor Paul French and Professor Tim Watson.

2. To receive and adopt the Minutes of the 2014 Annual General Meeting

The Minutes were approved and signed as a true and accurate record of the meeting.

3. To consider any Matters Arising

There were no matters arising.

4. To receive and adopt the Annual Report for the year to 31st December 2014

Professor Hawes reminded those present that the Society is a charity and all charities must have an objective. The Society's objective is "To promote the advancement of microscopical science by such means as the discussion and publication of research into improvements in the construction and mode of application of microscopes and into those branches of science where microscopy is important."

In pursuit of this object, Council has a Five-year Strategy that was first ratified by Council in April 2005, subsequently updated for 2009 and again in 2013, and reviewed in November 2014. This report covers the four key areas contained within the strategy for 2013-2017; Events, Publishing, Outreach and Membership.

The RMS had organised and supported over 14 significant events in 2014, attracting 661 attendees (excluding mmc2014). The New Microscience Microscopy Congress (mmc) series had been launched with a strong programme which had included 4 parallel sessions, technical workshops, major trade exhibition, poster sessions, a learning zone and a number of associated satellite meetings and workshops. The congress had attracted 592 conference delegates, 758 exhibition visitors and 301 scientific abstracts.

There had been Six RMS meetings; The 7th Bio-Imaging Facility Managers meeting attracting 128 delegates, The Electron Backscatter Diffraction meeting with 88 delegates, Advances in Cytometry with 50 delegates and the Laboratory Diagnostics of Haematological Malignancies had 35 delegates. The Scanning Probe Microscopy, and Frontiers of BioImaging meetings had taken place during mmc2014.

Seven RMS courses had been organised; The Light Microscopy School had 24 delegates, the course on 'Getting the most from your confocal' with 6 delegates, the Electron Microscopy school had attracted 24 delegates and 'The Big Freeze' – a course in cryo Techniques for Electron Microscopy had 13 delegates. The Flow Cytometry course attracted 26 delegates, the Quantitative Analysis of Grain Size had 4 delegates and a course on Establishing and Providing Light Microscopy Core Facility Services had attracted 38 delegates.

There had been two RMS workshops held in 2014 and these were the Digital Image Processing workshop, and the Geo-materials sample preparation for microscopy workshop with 12 and 49 delegates respectively.

In Addition, the RMS had organised an EM Town Hall Meeting to discuss the coordination of EM in the Physical Sciences and this had been held in April 2014 with 53 attendees.

A number of events had been arranged to celebrate the 175th anniversary of the Society and these had included hosted receptions at the Microscopy and Microanalysis meeting in Hartford, CT USA and at the International Microscopy Congress in Prague. In September 2014 the RMS had also hosted an event at Glaziers Hall in London to highlight Microscopy, the advances, Innovation and Impact.

In addition, the RMS had supported a number of other key events including the EMBO/MRC course in Plymouth, FOM in Australia, the CTLS Congress in Paris, the Joint Scottish and Irish Microscopy User Group Meeting in Glasgow, The Cryo Microscopy Group Meeting in Nottingham, the Oxford Biomedical Imaging Festival, the Society for Electron Microscopy Meeting in London (the RMS Beginners Competition had been held at this meeting) and the Tomography for Scientific Advancement Symposium held at the Natural History Museum.

The Society supports its members in attending conferences in order to share their research and advance their careers and 18 travel bursaries had been awarded to enable members to attend microscopy events all over the world. Accounts of all bursaries had appeared within infocus.

The RMS had successfully run associated exhibitions at many of its events and in 2014 sponsorship had been gained from 147 stand space bookings, slightly above the 2013 figure.

The Journal of Microscopy had been in good health. 214 papers had been submitted during the year, out of which 113 had been accepted. It had been pleasing to report that the Impact Factor had risen to 2.15. The Short Invited Review series had continued and it had been noted that 34 papers had been published since the launch in 211.

'Early View' featuring articles were published online in advance of print which had allowed fast-tracking for hot topics.

Infocus had continued to be well-received and this had covered a broad range of topics. In 2014 this had included 15 feature articles, 14 reports and 4 book reviews. An Editorial Board had been established from members of each science section committee to encourage submissions and suggest articles. The Scientific Editors of infocus, Professor Watson and Dr Burden had been working to ensure that the magazine continued to develop and Professor Hawes reminded members that they should consider writing articles for inclusion and that the Scientific Editors were always looking for book reviewers.

During 2014 the website had around 38,000 unique visitors but visitors had only spent an average of 3 minutes on the site which had dropped from an average of over 12 minutes. The site had suffered from slow speeds and a new site was being planned promising faster speeds and highlight related content to keep visitors on the site for longer.

50% of the traffic had been from the UK but a significant number of visitors had come from USA, Europe, India and Canada, demonstrating the international nature of the Society. Facebook page likes had been up 24%, while Twitter followers had increased by 44% and LinkedIn followers by 52%.

The RMS-Wiley series had been progressing steadily with 4 books published, 2 at review stage, 8 contracted and a further 3 ideas under discussion. The published book had been well-received and Professor Hawes reminded members that new titles were always being sought.

Outreach

The Primary school focussed Microscope Activity Kit (MAK) scheme had continued to grow. The kits in 2014 had reached 15,777 people. The number of students now reached through this scheme exceeded 20,000. 5 kits had been lodged with the Primary Science Teaching Trust and 4 kits had been sent to Ireland. 9 candidates were enrolled on the RMS Diploma course. The Activity Kits had been exhibited at the Association for Science Education annual exhibition in Birmingham, the Primary Science Conference in Surrey, the Oxfordshire Science Festival and the Malvern Festival of Innovation. Representatives from the Society had attended the Eden project in Cornwall for the Freaky Nature event, WowHow science fair held in Oxford, Eynsham Fishponds Foray and Wychwood Fair.

The AMFES initiative continued, however, the RMS also supported the Microscope Activity Kits and some of the AMFES funds had been used for this project.

Membership

There had been 109 new members in 2014 meaning that the Society had achieved an active membership of 1,260 as at 31st December 2014. Professor Hawes was encouraged by numbers of student members and noted the support given by Corporate Members. A great deal of effort had been put in to recruiting and retaining members and RMS staff attended all RMS meetings and other events, actively recruiting. Existing members were reminded that they could also play their part by introducing new members.

Adopting the annual report had been proposed by Dr Peter O'Toole and seconded by Dr Susan Anderson. All had been in favour of the report.

5. To receive and adopt the Annual Accounts for the year to 31st December 2014

Financial Year Jan – Dec 2014

Overall

Total incoming resources of £1,619K (£1,264K) had reflected the fact that 2014 had been an mmc year, whereas 2013 had been a year of regular non-mmc activities. Total expenditure had been £1,575K (£1,174K), which had led to a surplus of £44K (Surplus £90K).

At December 31st 2014 the total assets of the Society, less the liabilities had stood at £4.049M (£3.921M). This had meant an increase in assets of £128K (£256K).

Generated Funds

- Income from the Flat and the Restaurant brought in £20.3K (£25.8K).
- Voluntary income (AMFES) was £10.4K (£7.9K).
- Total investment income in 2014 was £83.5K (£78.7K).

Charitable activities

- RMS Publications (Journal of Microscopy & *infocus*) generated income of £650K (£681K), allocated costs were £431K (£478K).

- Income from membership subscriptions remained stable at £95K (£94K). It is encouraging to see that corporate membership continues to grow with 58 Corporate Members and 86 student members at the end of 2014.
- Total income from Meetings was £90K (£242K) and income from courses was £122K (£136K). Meetings & Courses returned a planned deficit of £130K (£118K).

The level of donations and grants in 2014 had been £15.6K (£41K) which included the investment in Microscope Activity Kits.

Governance costs covered the activities which provided the governance infrastructure. These activities had allowed the charity to operate, as distinct from supporting its charitable or income generation activities. The cost for 2014 had been £37K (£34K) which represented 2.3% (2.6%) of total income.

The value of the equities managed by Investec had risen to £2.853M (£2.222M) Fixed interest securities had stood at £558K (£580.3K). The Society's investment policy required fixed interest securities (including cash holdings) to be equivalent to twenty four months operating costs for the Society. At the end of 2014 the value of the Charities Property Fund had been £55.2K (£49.6K). The value of all investments had stood at £2.908M (£2.853M). The total return on investments in the portfolio had been 5.8%.

In December 2014, Council had ratified the budget for 2015 and Planned expenditure for 2015 would include £45K on the IT and infrastructure project (the actual cost would be higher, but this would be capitalised over a 3 year period). A further £36K potential expenditure on additional MAKs would be spent as required with the scheme taking up £21K in running costs if the full planned allocation of 100 MAKs were achieved. £8K would be spent on Summer Studentships. This would result in a deficit of around £277K with £156K as agreed expenditure from reserves. The trading deficit would therefore be in the region of £121K. However, the budget had been prudently prepared with a pessimistic expectation of income and a 'worse case' allocation of expenses.

The Plans for 2015 and beyond had been to continue to deliver a successful events programme to raise the profile of the Society within the scientific community and Increase its presence on Social Media, together with making further updates to website to make it more accessible on mobile devices.

The Society would provide resources to improve the public understanding of science and microscopy and to increase the number of Microscope Activity Kits available up to 100 as demand required. The Society would continue to monitor developments in Open Access. mmc would be moved to odd years from 2015 onwards, working alongside EMAG.

adopting the annual accounts had been proposed by Dr Debbie Stokes and seconded by Professor Mark Rainforth, all had been in favour.

The RMS Strategy had covered the subject remit of sections and that these should be reviewed to ensure that they all remain clear in a microscopy context. At the end of 2014 a need had been identified to restructure the Materials Committee so that it would cover areas which would not necessarily fit into the Materials Section as it stood (such as FIB). It had been decided that the Materials Section would be disbanded and a remit for a new section outlined and put forward to Council. This remit would outline the need for a section with increased applicability to encompass different interest groups. A new section, the Physical and Engineering Sciences section had been established in January 2015.

6. To resolve that the Officers for 2015/2016 be elected as follows:

There being no other nominations the following Officers had were duly elected:

President	Professor Pete Nellist
Vice-President	Professor Tony Wilson Hon FRMS
Vice-President	Professor Michelle Peckham
International Secretary	Dr Debbie Stokes
Honorary Treasurer	Dr Lynne Joyce
Executive Honorary Secretary	Professor Chris Hawes Hon FRMS
Honorary Secretary Education	Dr Susan Anderson
Honorary Secretary Science (Life Science)	Dr Peter O'Toole
Honorary Secretary Science (Physical Science)	Professor Rik Brydson

7. To resolve that the Ordinary Members of Council for 2015/2016 be elected as follows:

There being no other nominations the following Ordinary Members of Council were duly elected.

Dr Kesara Anamthawat-Jónsson
Mr Eric Bennett
Dr Sarah Haigh
Dr Pippa Hawes
Mr Chris Kennedy
Professor Martin Leahy
Mr Ricardo Morilla

8. To consider Any Other Business

Thanks had been expressed to the retiring members of Council: Mr Derek Davies, Dr Rebecca Higginson, Professor Paul O'Shea and Professor Mark Rainforth