The Association of Clinical Electron Microscopists

Proposed Agenda for Meeting on 13 July 2000

1 Election of Officers

2 Confirmation of Length of Term of Office

3 Consideration of Draft Constitution

4 Treasurer's Report

5 Proposed Venue for 2001 Meeting

6 Publicity for the Association

7 Association Logo

8 Development of Association Website

9 Creation of Database of Specialities

10 Any Other Business

Draft Constitution and Notes to accompany agenda

A redefined (amplified) constitution might be desirable or needed at some point in the future as we contact other organisations with which we might wish to form links, and they may wish to see a more comprehensive constitution than the brief and simple one we have at present.

Draft Constitution:

The Association of Clinical Electron Microscopists has the objective of promoting good practice in the field of clinical electron microscopy. Membership of the Association is open to anyone working in the field of electron microscopy applied to diagnosis or medical research. The Association's officers include a President to represent the Association in its dealings with other organisations, a Treasurer, a Chairperson and a Secretary. Officers are appointed for 2-year terms. In consultation with the membership, ACEM officers will organise yearly meetings in which it is intended that lectures, workshops and other teaching formats will improve technical and interpretational expertise in electron microscopy. A £5.00 joining fee is levied from members, but there is no annual subscription fee.

Notes

Election of Officers

The last business meeting was rather informal, and there is a need for a more formal election of all four officers mentioned in the draft constitution, especially with regard to an agreed statement of tenure. Nominations will be invited for these posts, although it is perhaps to be anticipated that the three officers currently in post will be retained. For the post of President, a nomination has been received for Dr Jill Moss of the Charing Cross Hospital, London.

Do we need a Membership Secretary (and might it be combined with the role of Secretary)? Do we need a Meetings Secretary? Do ACEM members in London need a local co-ordinator?

Term of office

The officers of the Society for Ultrastructural Pathology have 2-year terms.

Venue for future meeting

The Association needs to decide on a venue for 2001 and in particular whether it shall seek to hold future meetings as a companion event with the Pathological Society of Great Britain and Ireland, or whether companion meetings with other societies might also be valuable.

Publicity

We might wish to consider alerting the biomedical community to the existence of the Association as a new organisation in the *Forthcoming Events/News* sections of journals such as Histopathology, Journal of Pathology, Journal of the Royal Microscopical Society, Microscopy and Analysis. A brief description of the Association, its objectives and recent meetings history could be written.

Subj: **return of Notts meeting minutes**
Date: 21/09/00 07:49:08 Pacific Daylight Time
From: Brian.Eyden@christie-tr.nwest.nhs.uk
To: MrBWagner@aol.com

Dear Bart

Thank you for your Email. Here are the minutes, and my belated thanks for preparing them. They are in two forms: your original, plus a slightly amended form for circularisation, if you agree.

A - Original

At last meeting (Charing Cross October 1999) three officers were elected B. Wagner (secretary), B. Eyden (Chairman) and A. Cury (Treasurer). Confirmed for
remainder of their tenure by members present.
Suggested role of President - Speaking on our behalf to other organisations.
Jill Moss nominated by B.Eyden, and elected by members.
Length of term of Office - Suggestions were made for all officers to hold their post for two years (B.Eyden), two officers for two and two for three(A. Dewar), and that it would be reviewed next year(B.Eyden). (The object of having fixed terms being to ensure that others would have their chance to make their mark.)
Constitution - (Expanded mission statement) It was suggested by J. Moss that the draft constitution could be sent out to members before the four officers met, prior to next years' AGM, for comments to be considered.
It was decided that the officers' meeting would take place at the Northern General Hospital (Sheffield) at an unspecified date.
Treasures' report. We now have a bank account with L140 in, which translates to 28 members. Alan, Brian and Bart can sign the cheques but it requires two signatures.
It was suggested by K. Miller that we have an application form. B.Wagner to draft one.
An attendance sheet was passed round.
It was decided that information about meetings would continue to be circularised to both member and non-member for the time being.
The current EM users address list would be e-mailed with an invitation to reply with any corrections by B. Wagner.
The minutes of this meeting would be sent to those on the mailing list and a separate application form to be included.
Venue for next meeting (summer 2001) agreed to be as a satellite meeting with Path Soc. To be held in Liverpool. It was agreed to hold another one day meeting but for those travelling a long way an overnight stay preceding the meeting would be something to consider. It was pointed out that, because the Path Soc meetings travel about, in the long term no one geographical location would be disadvantaged.
Format of meeting. It was suggested that we could invite members to offer to give 10 minute presentations, to encourage younger members. It was suggested that we have a mixture of purely practical diagnostic topics to attract pathologists and pure technical and research topics to attract the research electron microscopists.
A future joint meeting with Society of Ultrastructural Pathology (mainly American members) in a UK venue. This was discussed at their last meeting and was given a favourable response but was likely to be many years away due to other venues already being higher up the list.
Publicity for Association. Continue to do so by holding meetings jointly with Path. Soc. Jill Moss would send a standard letter to various organisations. Possibly send a meeting report to journals, Microscopy and Analysis for example.
Web site. Reason we haven't got one yet was basically because Trevor Gray was too busy. It was agreed that those of us who could would try to find out how

to set up a web site. Trevor would find out about registering the domain name.
Association logo. Submissions/ideas to Alan Curry by 1st October 2000. At some time after that a choice would be made.
Database of specialities. Already included on the address list.
AOB. A.Cury reminded us that individual members should not presume to act on the behalf of the Association.

B - Amended, for circularisation

The meeting was opened at 4pm by Brian Eyden (Chairman of ACEM)

At the last meeting (Charing Cross, October 1999) three officers were elected: Bart Wagner (Secretary), Brian Eyden (Chairman) and Alan Curry (Treasurer). These were confirmed in office for the remainder of their tenure by the members present. The office of President was suggested, with the role of speaking on behalf of ACEM to other organisations. Jill Moss was nominated by Brian Eyden, and, in the absence of other nominations, was elected by the members.

Term of office Suggestions were made for all officers to hold their post for two years (Brian Eyden), two officers for two and two for three (Ann Dewar), and that it would be reviewed next year(Brian Eyden). The object of fixed terms would ensure that others would have their chance to contribute to the Association.

Constitution (Expanded mission statement) It was suggested by Jill Moss that the draft constitution could be sent out to members before the four officers met, prior to next years' AGM, for comments to be considered. It was decided that the officers' meeting would take place at the Northern General Hospital (Sheffield) at an unspecified date.

Treasures' report The Association now has a bank account with a credit balance of L140, which represents the joining fees of 28 members. Any two individuals from Alan Curry, Brian Eyden and Bart Wagner can sign cheques.

It was suggested by Keith Miller that we have an application form: Bart Wagner agreed to draft one.

An attendance sheet was passed round.

It was decided that information about meetings would continue to be circularised to both ACEM members and non-members for the time being.
The current EM users address list would be e-mailed with an invitation from Bart Wagner to reply with any corrections. The minutes of this meeting would be sent to those on the mailing list and a separate application form included.

Venue for next meeting (Liverpool, Summer 2001) It was agreed that the next meeting should be a satellite meeting with the Pathological Society (as in the case of the current Nottingham meeting).
It was agreed that it should again be a one-day meeting: it was recognised that those travelling some distance would need to consider an overnight stay preceding the meeting. It was pointed out that, because the Summer meetings of the Pathological Society are held at different venues within the UK and Ireland, in the long term no one geographical location would be disadvantaged.

Format of meeting It was suggested that we could invite younger members to give 10 minute presentations, and that it might be appropriate to have a mixture of diagnostic topics to attract pathologists, and technical and research topics to attract research electron microscopists.

A future joint meeting with the Society of Ultrastructural Pathology (SUP)(which has a mainly North American membership) in a UK venue was discussed. This was given a favourable response but it was considered to be some years in the future, given that there were other venues with prior claims to hosting a future European SUP meeting. It was suggested that London might be a preferred venue for SUP members, with the possibility that both ACEM officers and "non-officer" members of ACEM could play a part in organising such a meeting.

Publicity for Association It was decided to continue to maintain publicity for the Association by holding meetings jointly with the Pathological Society, and that Jill Moss would send a standard letter to various organisations and possibly send a meeting report to journals, such as Microscopy and Analysis.

Web site The reason for the delay in setting up a Website was because Trevor Gray, who had been informally nominated to head the Website development, had been too busy. It was agreed that those ACEM members with appropriate experience should liaise to clarify ideas on Website development. Trevor Gray agreed to find out about registering the domain name.

Association logo It was agreed to send submissions/ideas to Alan Curry by 1st October 2000. At some time after that a choice would be made.

Database of specialities This was accepted as already being on the existing address list.

AOB Alan Curry reminded members of the need for collective responsibility and that individual members should not act unilaterally on behalf of the Association.

The meeting closed at 5pm.

Bart: I have another new item not related to the minutes. Kyriakos Kyriacou, whom you may know as a PhD scientist in Cyprus, would be willing to give a talk at the next ACEM meeting on mitochondriopathies. I initially asked him if he was going to be going to the Liverpool Path Soc whether he might like to give ACEM a lecture. He has agreed but I've made it clear that we in ACEM still have to organise our meeting, that there will probably be others wishing to contribute lectures and that we will have to decide which lecture-offers to accept nearer the time. I've made it clear that if he does give a lecture, ACEM could give a lecture fee but not travelling or accommodation expenses. I guess the officers can decide when we meet and when we know of any other lecture-offers.

With best wishes

Brian