

**Minutes of the CCG AGM**  
**University of Loughborough**  
**12:30pm, 22<sup>nd</sup> April 2009**

*Chair: Richard Cooper (RC), Secretary/Treasurer: Alex Griffin (AG)*  
*Number of attendees: 41*

- 1) **Apologies for absence:** Jonathan Charmant
- 2) **Minutes of the previous meeting:** Approved by Prof. Paul Raithby and Prof. Simon Parsons
- 3) **Matters Arising:** None
- 4) **Chairman's Report: (RC)**
  - a) **Activities**
    - i) RC thanked "Oxford Diffraction (now a part of Varian Inc.)" for sponsorship of the last Autumn meeting in Newcastle – topic: New Methods in Chemical Crystallography
    - ii) The CCG supported attendance of a student at the 2009 BCA Intensive Crystallography Course
    - iii) 10<sup>th</sup> CCDC Prize was awarded to Dr Hazel Sparkes (Hazel will give a talk in LT1 at 2:30pm entitled 'Exploiting charge density – insights into Structure, Bonding and Reactivity' there will also be a prize giving)
    - iv) The latest two CCG Honorary members of the BCA were announced in Crystallography News. These were David Watkin and Frank Allen and a formal presentation will be made at the symposium following the meeting on the 23<sup>rd</sup> April 2009.
  - b) **Current meeting**
    - i) The program committee were thanked for the excellent organisation of the meeting – Simon Parsons who headed the committee and Amber Thompson and Andrew Bond who were representatives for the CCG.
    - ii) Three poster prizes will be awarded at this meeting: CCG (cash prize), IUCr (copy A of International tables) and CrystEngComm. The winners will be announced at the conference dinner.
  - c) **Future meeting:**
    - i) The autumn meeting will take place on 18<sup>th</sup> Nov 2009 at Oxford University. The local organiser will be Amber Thompson and the meeting will be sponsored by Rigaku. The theme will be Methods Complementary to X-ray Diffraction.
    - ii) The program committee for the spring meeting 2010 in Warwick will be chaired by Simon Coles and the CCG reps will be Hazel Sparkes and Ross Harrington.
    - iii) RC thanked the committee for their hard work particularly Hazel Sparkes and Andrew Bond who are to retire from their current posts on the committee.
  - d) **Other business:**
    - i) Paul Raithby is stepping down as BCA president this year and elections will take place for the new president at the BCA AGM in LT1, 6pm. Candidates are Bill Clegg and Elspeth Garman.
- 5) **Secretary/Treasurer's Report: (AG)**
  - a) **Committee:** AG also thanked RC who will be standing down for the CCG chair position this year
  - b) **Membership:** There are currently 217 paid CCG members.
  - c) **Autumn Meeting 2008:**
    - i) The total number of delegates for the autumn meeting was 76 with 13 signing up for BCA membership.
    - ii) The profit for the autumn meeting was around £450 (see below for further details)
    - iii) This year's autumn meeting saw the implementation of online registration at a cost of £65 for set-up. This proved to be successful with the delegates (2/3 registered in this

manner) and convenient for the secretary. However, we were aware that the registration wasn't so easy for paying for multiple delegates. The charge for this service next year will be more like £250 alternatives would be considered for next year.

d) **Accounts:**

- i) The CCG's account activities were summarised by the year in which the events were held as oppose to the date of transaction to show what costs we incur each year without having it clouded by transactions from the previous year.
- ii) The CCG usually sponsors the Durham school in alternate years so it is expected that there are more out goings in one year but a profit in the year after. This is true for 2008 where there was an overall loss of £460, next year the aim is to recoup these costs.
- iii) At the AGM in the spring of 2006, it was suggested that there was a large balance of £7000 and that perhaps some could be used to spend on other activities. The sponsorship of the YCG and Sagamore, along with the loss of the autumn meeting, resulted in a drop in the funds.
- iv) The committee have been keeping a close eye on where we spend the money over the last couple of years.
- v) At the end of the year the balance stood at around £2300 but is currently more like £3300 after some late income from registration fees with no more outgoings expected until November
- vi) It would be ideal to have enough to cover at least two autumn meetings (with each turning over about £2000) so £4000 in the bank would be sufficient. Meaning it is necessary to raise around £700 over the next 2-3 years. The recommendations to the members of the CCG are that outgoings are reduced and income increased by making the autumn meeting more profitable. Examples could include having fewer overseas speakers, reducing room hire costs and catering, a small rise in delegate fees or increase in sponsorship. Georgina Rosair – mentioned that some venues were able to sponsor the meetings (e.g. Daresbury) to help save costs. AG noted that we had done this to some extent at the meeting held in Diamond, but costs were still high. Simon Coles asked if the sponsorship for the Durham school was received by one student individually Bill Clegg and RC replied that it was the equivalent to one student attending but no one particular student received it. Paul Raithby, Bill Clegg and Andres Goeta that it would make sense to cut the Durham school funding for a year or two to preserve the funds of the CCG if necessary. Someone(?) commented on the move away from inviting overseas speakers and the fact that it attracts more delegates to the meeting. It would be possible to invite overseas speakers if they were willing to forego speaker expenses. AG and the committee will bear this in mind when inviting speakers. Simon Coles added that as Universities were becoming expensive venues, industrial companies may be willing to offer their support.
- vii) Accounts were approved by Sandy Blake and Paul Raithby.

6) **Elections to the committee: (RC);**

RC (chair), Andrew Bond (deputy chair) and Hazel Sparkes (ordinary member) reached the end of their terms on the committee.

Only one person was nominated for each post: **Chairperson:** Andrew Bond nominated by Simon Parsons and seconded Stephen Moggach. **Deputy chair:** Hazel Sparkes nominated by Judith Howard and seconded Paul Raithby) **Ordinary member:** Louise Male nominated by Alex Griffin and seconded Simon Coles)

7) **Any other Business:**

Incoming Chairman: Andrew Bond thanked RC for his role in the CCG.