

Minutes of the CCG AGM

University of Warwick

12:30, 18th April 2012

Chair: Hazel Sparkes (HS), Secretary/Treasurer: Louise Male (LM)

1) Minutes of the previous AGM held at the Keele University, 13th April 2011:

The minutes were approved Simon Coles and seconded by Graham Tizzard.

2) Chairman's Report: (HS)

Committee: Two ordinary members of the committee are retiring at the 2012 AGM: Mairi Haddow and Peter Byrne, who was the YCG representative. Mairi and Peter are thanked for their contributions to committee meetings and their help to organise Autumn Meetings. In particular Mairi is thanked for taking on the secretary/treasurer role for the 2011 CCG Autumn Meeting when Louise Male was on maternity leave. This was a great help.

Elections to the committee: There is no need for elections as there are only two nominations. Thus Lynne Thomas and Sam Callear are the two new ordinary members and are welcomed to the committee. Helen Mason is welcomed as the new YCG representative.

CCDC Prize: There was a particularly strong field of nominations this year for the CCDC Prize. It was a delight to award the prize to Gareth Lloyd and it is hoped that everyone enjoyed his lecture earlier in the day. We are very grateful to the CCDC for continuing to sponsor this prize. It means a lot to the recipients and it is nice to have some way of recognizing people who are carrying out good scientific research.

Poster Prizes: We are very grateful to the IUCR and CrystEngComm for their continued sponsorship of poster prizes which will be awarded at the Conference Dinner. In addition there will be a CCG poster prize which we are continuing to support.

Durham School 2013: The BCA-CCG Durham School will be held from 6-14 April 2013. Simon Parsons is continuing to oversee the scientific programme and we are very grateful to him for all his work and we are grateful to Claire Wilson for taking over preparation of the course notes, which is not a small task.

CCG Education Representative: The CCG Education Representative is Liana Vella-Zarb. If anyone has comments on education, perhaps websites that people could be recommended to look at or content that could be added to the education pages of the website then Liana would be the person to contact.

CCG Autumn Meeting 2011: Last year's CCG Autumn Meeting entitled "Dealing with Difficult Problems" was held at the Research Complex at Harwell. Thank you very much to Simon Coles for organising such a varied programme of speakers. Also thank you to all the speakers for giving interesting and informative talks. We are very grateful for the sponsorship that was received which enabled the meeting fees to be kept down to quite low levels. They were £22 for members and £15 for students. This was thanks to sponsorship from Agilent and also the Research Complex at Harwell which provided the venue for free. Unfortunately for this year's meeting the fees are likely to go back to the normal rate which is around £35 for members. We continue to use Google payments in order to handle the registrations online. This seems to work very well and we plan to continue this into the future.

BCA Spring Meeting 2012: Simon Coles and Iain Oswald are thanked for representing the CCG at the planning meeting. It is hoped that everyone is enjoying the new format which combines the PCG and CCG lectures to a large extent.

Autumn Meeting Scheduling: At the CCG committee meeting following the Autumn Meeting in 2011 the committee wondered whether CCG members still preferred the Autumn Meeting to be held on a Wednesday in the middle of November or would members prefer some sort of change in format, such as holding the meeting on a Monday or Friday to make travel easier. The AGM was asked whether it preferred the format to stay the same, with the Autumn Meeting held on a Wednesday, or be changed. There was one comment in favour of holding the meeting on a Wednesday. The question was put to a

vote and a clear majority voted in favour of continuing to hold the CCG Autumn Meeting on a Wednesday.

ECM - 2012: The ECM this year is going to be held in Bergen in Norway. If members have not already registered for this meeting then they are encouraged to do so as the programme looks very interesting and there is concern that the number of delegates may be low.

ECM – 2013: The ECM in 2013 will be held in Warwick and as a consequence there will be no BCA Spring Meeting that year. Thus the CCG AGM will be held at the ECM in 2013 and elections to the committee will take place at that meeting, as agreed at the 2011 CCG AGM.

Future Meeting Venues: Hyderabad was chosen as the venue for the International Union of Crystallography Congress in 2017 and Croatia will be the location of the ECM in 2015.

Date of the 2012 CCG Autumn Meeting: No date has been chosen for this as we were waiting to find out if this AGM would decide to change the format. Now it has been decided to continue holding the meetings on a Wednesday then the date for the 2012 Autumn Meeting is likely to be Wednesday 14th November, 2012.

3) Secretary/Treasurer's Report: (LM)

CCG Autumn Meeting 2011: Thanks to Agilent for sponsoring the meeting. The total number of delegates registered was 52, which was 15 less than last year, which was also rather low. Eleven people signed up for BCA membership, which is a similar number to previous years. The reason for the fall in delegates seems to be the location of the meeting at the Harwell Research Complex, which is a rather difficult venue to reach. Some people would not have been able to travel there and back in a day and the costs associated with travel to this venue tend to be higher. We will try to address such issues for future Autumn Meetings.

The online registration using Google payments incurred charges of 3.40% + 20p per transaction (£41.72 in charges). The vast majority of the delegates used this method with just three registration fees received as cash and one more registration fee outstanding for which an invoice will be issued. Thanks were offered to Mairi Haddow for covering the Secretary/Treasurer role for the 2011 Autumn Meeting while Louise Male was on maternity leave. Thanks were also offered to Richard Cooper for his help in setting up the Google Payments system.

Accounts: The payment for the catering at the 2011 Autumn Meeting is still outstanding as we are awaiting an invoice from the Harwell Research Complex. This was chased up earlier in the year. As of Jan 2012 the amount in the two accounts totalled £5631.66 with outstanding transactions coming to a total of about -£1000. This figure is approximate as we are awaiting invoices. The Autumn Meeting surplus is approximately £1100 (approximate due to awaited invoices). This figure is much higher than usual as the Harwell Research Complex did not charge a room hire fee and the majority of speakers kindly did not ask for any expenses. Only two speakers asked for expenses, one of whom had their expenses partly covered by Simon Coles and Simon is thanked for this. This means that once the outstanding transactions are dealt with there should still be much more than £4000 in the accounts. This is what we were aiming for in order that we could cover the cost of two Autumn Meetings if necessary so it is good that this has now been achieved.

The accounts were accepted by Graham Tizzard and seconded by Simon Coles.

8) Any Other Business:

CCG Membership: There was a question regarding current membership of the CCG. Louise Male responded that she had been informed by HG3 that there are currently 90 members of the CCG. This is a lower number than previous years, seemingly because the BCA Council is trying to rationalise the member lists.

CCG Website: Mairi Haddow commented that the CCG website is currently very sparse. She asked that if anyone would like to put any news on the website then they should e-mail her. Mairi also said that, as she is not a web developer she would be grateful if someone would volunteer to take over the administration of the website. HS: If anyone has any news stories that are relevant, or any extra pages that would be useful to CCG members please do let Mairi know.

The meeting closed at 12:45