



INTERNATIONAL ASSOCIATION FOR RADIATION RESEARCH

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Minutes of the Interim Council Meeting of the IARR Wednesday 19th October 2005, 12:00-15:30 Denver Convention Center - Room 606

FA Stewart, 4th November 2005

Agenda

1. Welcome by the President and adoption of the agenda.
2. Any amendments to the minutes of the New Council meeting 2003
3. Matters arising from the Minutes not covered by the Agenda
4. Final report on the 12th ICRR (Roger Martin)
5. Preparations for the 13th ICRR (Martin Brown)
6. Secretary/ Treasurer's Statement and Balance sheets
 - a. Budget for 2006/07
 - b. Financial support for the 13th. ICRR
 - c. Value of the Kaplan Award for 2007
 - d. Support for other meetings
 - e. Reimbursement hotel costs for National Representative presenting bids for 2011
7. Proposal to increase annual IARR subscriptions from 2008
8. Whether to change the requirement for a National Society to have at least 100 members before they have the right to appoint a councilor (see page 4, III.4.c in blue IARR booklet)
9. Appointment of Nominating Committee for the 2007 elections to Council
10. Appointment of Finance Committee to audit the IARR accounts in 2007.
11. Web site for IARR
12. Venue for the 14th ICRR in 2011:
 - a. Proposals and presentations by representatives of Japan and Poland.
 - b. General discussion on proposals
 - c. Voting on proposal
13. Any other business, followed by close of meeting.

Minutes

Elected Council members present

President

M Sasaki (Japan)

Vice-President (President-elect)	P Olive (Canada)
Secretary-Treasurer	FA Stewart (The Netherlands)
Councillor for Chemistry	M Spothheim-Maurizot (France)
Councillor for Biology	K Prise (UK)
Councillor for Medicine	M Baumann (Germany)
Councillor at Large I	O Niwa (Japan)
Councillor at Large II	I Stratford (UK)

Councillors appointed by member societies present

Councillor representing the Australian Institute of Nuclear Science and Engineering (AINSE)	M Lavin
Councillor representing the German National Association of Radiation Research Societies (GAST)	H Paretzke
Councillor representing the Polish Radiation Research Society (PTBR)	A Cebulska-Wasilewska
Councillor representing the European Radiation Research Society (ERRS)	G Grossi
Councillor representing the Japanese Association for Radiation Research (JARR)	Takeo Ohnishi
Councillor representing the Radiation Research Society (RRS)	K Held
Councillor representing the Irish Radiation Research Society (IRRS)	S McKeown

Guest

M Brown to represent ICRR 2007 board

Councillors absent

Councillor for Physics	R Cherubini (Italy)
Councillor at Large III	J Mittal (India)
Councillor representing the Association for Radiation Research (ARR)	T McMillan
Councillor representing the Chinese Radiation Research Society (CRRS)	Z Pan
Councillor representing the Indian Society for Radiation and Photochemical Sciences (ISRAPS)	KP Mishra
Councillor representing the Netherlands Radiobiological Society (NVRB)	J Wondergem
Councillor representing the Italian Joint Groups (AIRB & SIRR)	G Simone
Councillor representing the Swedish Radiobiological Society (SSR)	S Sundell-Bergman

1. President's welcome

Masao Sasaki welcomed all councillors and thanked them for attending. See above list. The Secretary-Treasurer, Fiona Stewart, requested that all councillors check their contact details and confirm National Society representatives. An up to date list will be sent to all councillors with the minutes of this meeting.

2. Amendments to minutes New Council meeting 2003

- 1) Under agenda point 3 “Budget and financial matters”: proposed budget is for 2003 to 2006 not 3006).
 - 2) Last paragraph of agenda point 3: change Bombay to Mumbai
- These changes will be made to the minutes, which were then approved.

3. Matters arising from the Minutes not covered by the Agenda

No additional matters were raised.

4. Venue for 14th ICRR in 2011

Two proposals to host ICRR 2011 had been received, from Poland and Japan. These proposals were circulated to all councillors in August 2005. Dr Antonia Cebulska-Wasilewska and Dr Kenji Kamija, respectively presented these proposals at the meeting.

Polish bid

Poland’s bid to host ICRR 2011 was introduced by Dr Cebulska-Wasilewska. She stressed that Poland have never before hosted the ICRR, although they have hosted other European Radiation meetings. Warsaw is the birthplace of Marie Curie and it would be particularly appropriate to hold an international radiation congress here 100 years after she received her second Nobel Prize.

The President of ICRR2011 would be Prof. Andrej Wojcik and the Chairman of the program committee would be Dr Antonina Cebulska-Wasilewska

The Palace of Culture and Science, Warsaw is the proposed site for the meeting, to be held in late August/ early September 2011. ICRR would have exclusive use of the venue, which has 16 halls of various sizes and can accommodate >2000 guests. The bid proposal has the full support of the Polish Government and the city of Warsaw.

The proposed registration fee is €300 for early and €350 for late registration. This relatively low registration fee is possible because of support from the Government and City of Warsaw, guaranteeing that the congress venue would be available at about 50% cost price.

There is a wide range of hotel accommodation (e.g. \$80-\$120 per night for ***/**** hotels) within walking distance of the Congress Centre and very cheap hostel accommodation (\$10/night) will be available for students.

The airport is very close to the city centre and the train station is opposite the Congress Centre; ground transport is cheap and easy. There are direct flights to Warsaw from major European and US cities and Warsaw is easily accessible by train from most European cities.

Special Student Fellowships will be arranged and there is already \$100,000 reserved for this from the Polish Government and the city of Warsaw.

Mazurkas Travel PCO has been nominated to take care of registration, travel and sponsorship for the congress. In particular, they would offer cheap deals for participants from Eastern Europe.

Printed abstract books will be provided for registrants and Conference Proceedings will be published in a special issue of Nukleonika.

Satellite symposia will be organised before and after the congress in Krakow (“Medical Physics and dosimetry”), Kiev (“Nuclear safety and radiation protection”) and Prague (“Nuclear medicine and safety”; and a “Women in science symposium”, to celebrate the achievements of Marie Curie).

Questions from councillors included concerns regarding the number of satellite symposia to be organised and whether this would reduce local participation in the main congress.

Dr Cebulska-Wasilewska responded that this was based on the formula of the ICRR in Brisbane, where satellite symposia were held without detriment to the main congress. She stressed that these would be small, in-depth meetings focussed on a specific topic.

Japanese bid

Japans bid to host ICRR 2011 was introduced by Dr Kenji Kamija, who would be the Secretary General of the ICRR2011 if held in Japan. He stressed that Japan were very keen to host the ICRR and had prepared several previous bid proposals, but so far had not been successful. He also highlighted Japan's unique, top quality radiation facilities and research centres and pointed out that it would be particularly appropriate to hold an international radiation congress in Hiroshima, 60 years after the A-bomb.

The Hiroshima Conference Centre, in Peace Memorial Park is the proposed site for the meeting, to be held in August/September 2011. This centre has a variety of halls, suitable for hosting 4000 guests (International Conference Centre) or 2000 guests (Aster Plaza).

The bid proposal has the support of the Japanese Radiation Society, and many other associated scientific bodies, the city of Hiroshima and the Japanese Government. Financial support is expected from commercial companies, including the Electric Power Industry.

The proposed registration fee is \$650 (or \$400 for students) for advanced registration, and \$800/\$500 for late registration. There will be a special program for supporting young scientists.

There is a wide range of hotel accommodation at reasonable prices (\$130 to \$170 for first class hotels), some within walking distance of the congress venue.

Hiroshima can be reached by train from Tokyo airport (approximately 4 hours) or from Osaka airport (1.5 hours).

Satellite symposia will be organised before and after the congress at the Research Institute for Environmental Sciences ("Biological effects of low dose and dose-rate exposure"), Kanazawa University ("Environmental radiation measurement") Kyoto ("Genetic instability and radiation signalling") and NIRS ("Effects of heavy ions on cells, tissues and cancer treatment).

Questions from councillors: again included concerns regarding the number of satellite symposia to be organised and whether this would reduce local participation in the main congress. The high registration fee was also a concern and the need for support of young scientists was stressed.

Masao Sasaki thanked both bidders and proposed that M Brown and H Paretzke be appointed as tellers for the voting. This was unanimously accepted. The voting was carried out by anonymous ballot by all councillors present, excluding the president and A Cebulska-Wasilewska, who presented the Polish bid.

Prior to voting, there was some discussion on whether to accept the email bid sent in advance by G Simone (representative of the Italian societies). The IARR constitution states that a mail ballot can be accepted if at least half of the members of council vote in person (which was the case at this meeting). However, some councillors felt that an email vote could be subject to abuse. It was decided to accept the email vote on this occasion but that in future only signed, written votes should be accepted.

Votes were returned at 10:4 in favour of the Polish bid. Dr Sasaki expressed his commiseration to Dr Kamija and congratulated Dr Cebulska-Wasilewska on behalf of the Council.

5. Final report of 12th ICRR in Brisbane

Martin Lavin summarized the final report written by Roger Martin after the Brisbane meeting (see attached report dated 30th July 2004). There were a total of 1,100 registrants and the meeting made a surplus of AUS\$ 44,000. The IARR loan of US\$ 35,000 was repaid in full and an additional US\$ 10,000 was paid to the IARR as a share in the profits. AUS\$15,000 was granted to the Faculty of Radiation Oncology of the Royal Australian New Zealand College of Radiologists, in recognition of their contribution to the financial success of ICRR 2003 through their association with particular sponsors. This money will be used

for educational or research purposes. The remainder of the surplus was used to establish a "Radiation Research Travel Award Fund", to be administered by AINSE. These funds will be used for grants to Australian students, post-doctoral fellows and "early career" researchers, to attend international conferences workshops and other meetings organised by the IARR and its affiliated organisations.

6. Report on preparations for 13th ICRR in San Francisco

Martin Brown reported on progress of preparations for the 13th ICRR to be held in San Francisco, USA July 7th-12th, 2007. Flyers for this congress are already printed and pdf files will be sent to secretaries of all National societies for distribution.

The Congress will take place at the Marriott Hotel, where a special room rate of \$169 per night (single occupancy) has been arranged. The registration fee will be \$500 (to include breakfast and lunch).

Ted Philips is the President of the Congress, Martin Brown is the Secretary-General and Liz Travis is the chair of the Program Committee. An international program committee (including all IARR councillors) has been set up and this committee met earlier this week. The aim is to plan specific theme topics for each day. Three main scientific topics will be highlighted: Molecular imaging, stem cells and systems biology. The Kaplan award lecture will be unopposed (1 hour slot), the other award lectures will take place as 2 lectures, back to back in a 1.5 hour slot.

The principle sponsor of the meeting is Siemens (\$100,000) and the aim is to raise a total of \$300,000 in sponsorship. Student travel awards will be made and there is the intention to adopt a policy of affirmative action, to offer additional financial help to students from less wealthy countries and countries that do not have their own student travel awards.

The scientific program will last for 4 days, with no free half-day during the meeting but organized tours the day after the meeting (i.e. a similar format to the Brisbane ICRR).

No satellite symposia will be organised but there will be a one day SIT (Students In Training) workshop immediately before the start of the main congress and this will overlap with the start of the San Francisco Radiation Oncology conference for clinicians.

The Radiation Research office will undertake administration and management of the Congress. Radiation Research Society has advanced \$15,000 upfront and will guarantee a loan of \$200,000. An advance loan of \$10,000 has already been made by IARR, further instalments of the total loan (\$50,000) will be made as required.

7. Secretary-treasurers report

a) *Budget 2003-2006*: Fiona Stewart gave a summary of the Euro and Dollar accounts for the IARR for the period January 2001 to September 2005, including the main incomes (subscriptions and interest on deposit accounts) and expenditures (ICRR meetings, Kaplan awards and support of small meetings). The total balance in all accounts has increased from 127,662 dollar equivalents in January 2001 to 193,735 dollar equivalents in September 2005 (based on an exchange rate of €1 = \$1.21). (See attached summary). The accounts are therefore very healthy and we have reserves to cover more than two 4-year cycles of IARR business at current expenditure.

F Stewart mentioned that, despite the fact that she was late in sending out reminders for annual subscriptions, most societies had responded promptly. The majority of dues for 2005 were paid or promised soon. The exception was China and F Stewart asked for help in contacting the Chinese society (councillor Pan Zi Qiang), since emails were often returned undelivered.

b) *Support ICRR 2007*: An IARR loan of \$50,000 in support of ICRR 2007 was agreed at the last council meeting and this does not pose any problem for our finances (\$10,000 already advanced). Council agreed that the balance of this money would be made available to Martin Brown (Secretary General for ICRR2007) as he needs it. F Stewart proposed

that, in addition to the \$50,000 loan (to be repaid if the congress makes a profit), the IARR should provide a non-returnable \$15,000 travel grant for young investigators to attend the conference. This was discussed and council suggested that this money be preferentially allocated to investigators from less well off countries. The motion was proposed, seconded and carried.

c) *Value Kaplan award*: Council agreed to hold the value of the Kaplan award at \$3000. In keeping with IARR tradition it was agreed that the committee to decide on the recipient of the Kaplan award for 2007 should comprise the past, present and future Presidents of the society (Masao Sasaki, Peggy Olive and Eric Hall). This committee will make their selection based on proposals from National societies and IARR Councillors. Fiona Stewart will put out a request for nominations to all National societies and Councillors at least one year in advance of the congress.

d) *IARR support of small meetings*: The following small meetings have received loans of \$1000 to \$1500 from the IARR since 2003:

13th Gray workshop (2003Melbourne), DNA repair Banff (2004), Miller (2004 La Londe les Maures), Mumbai (2004), Low dose workshop (2005 Ontario), DNA repair workshop (2005 St Andrews).

No requests have been received for 2006.

e) *Support for representatives of societies bidding to host ICRR*: A request had been made by the Polish society for some reimbursement of hotel costs to attend the IARR council meeting and present the bid to host ICRR2011. F Stewart proposed that reimbursement to a maximum of \$500 should be offered to representatives making a bid to host an international congress. This was discussed but rejected by council as a general policy. It was, however, agreed that the secretary treasurer would have discretionary rights to reimburse up to \$500 for attendance at IARR councils, on an individual basis where required.

8. Proposal to increase IARR subscriptions

F Stewart asked council to consider increasing the annual IARR subscriptions from 2008. Subscriptions are currently on the basis of \$3 or €3 per member of each National Society and this has remained unchanged since 1990. F Stewart pointed out that although current finances are very healthy, there have been some serious discussions within the North American Radiation Research society about continued level of their support of ICRR. We may need to consider substantial increases in the level of support for International Congresses. We also cannot guarantee that future international congresses will be able to return the IARR loans in full, as has been the case from the previous three meetings. An increase of subscriptions from \$3 to \$4 would generate > \$15,000 extra revenue in a four-year working cycle. This money could be earmarked for specific travel awards to allow IARR members from less wealthy countries to attend the ICRR. The level of support for other small meetings could also be increased. Council voted in favour of a motion to increase subscriptions from \$3 to \$4; this motion will be put to the General Assembly, which will be held in 2007 during the San Francisco meeting.

9. Dwindling numbers of members of National Societies

F Stewart pointed out that membership of many National Societies had dropped over the past five years and that several societies only just met the minimum requirement for an appointed Councillor, 100 paying members. After discussion, it was agreed to adopt a "somewhat flexible" approach to the minimum requirement of 100 members to entitle a society to appoint a Councillor. In addition, we will explore the possibility of recruiting new

members from e.g. Korea, Russia. F Stewart will contact the secretaries of ESTRO, ESRB and Rad Res for suggestions of contact names.

10. Appointment of nominating committee

A nominating committee is required for the 2007 elections to Council. This should comprise 5 people, 2 councillors plus 3 others. Two candidates per positions should be nominated for secretary-treasurer, councillors for biology, chemistry, physics, medicine and at large (x 3). We should strive for a geographical mix that reflects our membership, as well as representation from various disciplines. The following selection committee was proposed: Fiona Stewart (chair, biology, Netherlands), Takeo Ohnishi (biology, Japan), Michael Sevilla (chemistry, USA), Jean Bourhis (medicine, France), Kazimierz Jelen (physics, Poland). F Stewart will write to these people to ask if they are willing to serve on the committee.

11. Appointment of finance committee

Dick Hill (USA), Kevin Prise (UK) and Michael Baumann (Germany) were proposed as the finance committee to audit the IARR accounts for the period 2003 to 2006. F Stewart will send information pertaining to these accounts to the finance committee in advance of the ICRR2007. The audited accounts will be presented to Council and the General Assembly during this congress.

12. IARR website

Martin Brown had originally set up this website: www.iarr.info however, he wants to hand this task to someone else. Peggy Olive agreed to take on this responsibility. She will liaise with website knowledgeable people in her department and report back to council.

13. Any other business

There was no other business and the President closed the meeting at 15.15 hrs after thanking all Councillors for their participation.