



**CANADIAN BIOMATERIALS SOCIETY
SOCIÉTÉ CANADIENNE DES BIOMATÉRIAUX**



Minutes of the Annual General Meeting¹

June 16th, 2023

1:00 PM – 2:00 PM (ADT)

Hybrid Meeting

(Rowe Building, Room 1020, Dalhousie University & Zoom)

Estimated Attendance in Room: 23 - 39

Estimated Attendance by Zoom: 11

1. Call to Order and Approval of the Agenda (Eli Sone)

- The meeting was called to Order by CBS President Eli Sone at 1:05 pm ADT
- The motion to approve the Agenda was put forward by Mark Filiaggi and seconded by Brian Amsden. The motion to approve the Agenda as distributed was unanimously carried in-person, with an additional 0 votes in favour from those attending on zoom.

2. Approval of the Minutes of the 2022 AGM (Eli Sone)

- The Minutes of the 2022 AGM that took place as a Hybrid meeting in Banff & on Zoom was approved by the CBS Board of Directors (BoD) previously. The Board-approved Minutes were then posted on the CBS website on June 10, 2023 for the general membership.
- The motion to adopt the 2022 AGM Minutes was moved by Brendan Leung, and seconded by Locke Davenport-Huyer. The motion was unanimously carried in-person, with an additional 5 votes in favour from those attending on zoom.
- Eli thanks current and outgoing board members for their work

3. Presidents Report (Eli Sone)

- CBS BoD has implemented a 3 year running budget, according to a motion from the 2022 AGM
- Transition manual were developed for all CBS Committees to support new board members. Manuals are stored in the CBS BoD DropBox.
- A WBC2024 committee was established to support CBS presence at the WBC through sponsorship and a CBS symposium.

¹ The PowerPoint slides associated to this AGM are attached to the Minutes for reference purposes.

- The nomination process for IUS-BSE Fellows has been coordinated with the IUS-BSE reps Lauren Flynn and Sophie Lerouge and the Nomination Committee.
- CBS has supported mentorship programs for both graduate and undergraduate trainees (updates on these program provided in a later agenda item)
- The board has revised the student chapter funding policy to better reflect their needs.
- A new EDI committee was formed, led by Emilio Alarcón.
- The website committee continued to review the current CBS website and the website needs of the CBS community

4. Financial Report (Thomas Willett)

- Tom provides the Accountant’s Report on the society. Accounts are in good state and reconciled by the Accountant, with the exception of some conference reporting still pending from the Banff meeting (conference income) that is required for CRA reporting.
- Total income (gross profit) was \$138,925.47
 - Membership fee increase
- Unrealized losses of \$22,786.96 were due to the downturn in market (listed as “Other Income” of \$ -22,786.96)
- There was also overspending of approximately \$17k that will be covered by cash-in-hand.
- Tom presents the June 1, 2022- May 31, 23 budget
 - The projected budget for 2023-2023 (adopted by the board in late 2022) had projected expenses of \$48,252.75 and projected income of \$29,650, giving a tentative balance of \$-18,602.75. The Board planned to cover with checking account balance and any profit from the 2023 meeting (if any)
 - Tom provided an updated budget for 2023-2023, reflecting the actual expenses and revenue. As of June 2023, there has been \$32,425.22 in expenses (with additional expected for student chapter transfers, shown in red) and an income of \$20,375.00, giving a current balance of \$-12,050.22. The decreased revenue was due to lower membership than projected (203 total memberships vs 241 projected total memberships). The Board will cover with checking account balance and any profit from the 2023 meeting (if any)
- Tom presents the Year-to-Year (May 21st, 2022 to June 9th, 2023) comparison, which shows a similar financial situation as the previous year. WBC 2016 Legacy Funds were spent down, as required.

- WBC2016 restricted fund reported that we spent \$9,000 in WBC2016 Legacy travel awards and no postdoc award was issued as no applications were received.
- Tom foresees a revenue limitation in 2023-24 due to the WBC, and encourages everyone to renew memberships to avoid this.
- The Treasurer continues to improve our methods and practices for financial reporting, and website functionality.
- Discussion on membership increases were held. Concerns were raised regarding the increase in the membership fees. The board elected to continue offering the mentorship program, student chapters funding. Tom provides context that we were not covering our expenses with our income. The only investment account available for covering operational account through the 1996 investing account, which would be depleted in 4 years. Other accounts with healthier balances are restricted and cannot be used to cover operational expenses. Also, investment accounts have experienced significant losses due to market downturn (losses of ~8% in 2022) which limits available funds.

5. Vote on requirement for a review engagement (Eli Sone)

- Board reviewed accountant fees, as they are high for our income, and found that a “review engagement” took up ~\$6.6k out of the \$8.8k accounting budget. A “review engagement” is normally required unless an annual unanimous resolution is passed waiving our obligation to do so.
- Waiving the requirement for a review engagement was discussed.
- The motion to waive the requirement for a review engagement was moved by Eli Sone and seconded by Locke Davenport-Huyer. The motion was unanimously carried in-person with 1 abstention, with an additional 4 votes in favour from those attending on zoom and 1 abstention.
- A question was raised about how to ensure we pass this motion every year. The motion will be recorded in the minutes for the AGM, and it was also suggested to add this vote to the committee transitional manuals.
- A suggestion was raised that an attendance sheet should be required in future meetings to ensure the voters are actual members, incase there is a vote against in the future.

6. Awards Update (Mohsen Akbari)

- WBC2016 Legacy PDF was not awarded due to no application
- Yuxi Zhang (Queen’s University) was awarded the CBS Visiting Scholar Award.
- Nine (9) WBC2016 travel awards were given out, with a value of \$1000

- Sixteen (16) CBS Travel Award were given out, with a value of \$200 - \$700 based on distance and travel costs

7. EDI Committee Update (Emilio Alarcón)

- The EDI committee designed a survey
- 110 responses were received (59% response rate). After removing duplicated IP addresses, a total of 102 responses were considered as valid (90 in English, 12 in French)
- The full survey report is available at (https://www.dropbox.com/s/nk4g2w03jj4o5np/Report%20EDI%20CBS_2023.pdf?dl=0)
- From the outcomes of the surveys, the committee has established a task force to enact an action plan.
- 50% of members completed the survey which is very good (normal is 10-15%)
- Discussion regarding using “EDI” with respect for the title of the committee, to consider using EDII instead

8. Report from IUS-BSE representatives (Sophie Lerouge)

- Lauren Flynn and Sophie Lerouge are the current IUS-BSE representations
- The IUS-BSE was concerned there was no consultation between the WBC2024 organizing committee and other societies, so requested an International Advisory Committee for the WBC2024 be introduced. Only one CBS member at the AGM (aside from reps) was invited to sit on the committee. Sophie will look into the current progress on setting up this committee.
- Nomination of Fellows to the IUS-BSE is ongoing and will be finished at the end of August and will be official announced during WBC2024.
- Letters of intent to host the next WBC were received from the US and India. A full proposal will be review by the IUS-BSE at their next AGM in Davos and a selection made. The IUS-BSE is also putting together guidelines for the proposal process for hosting WBCs in the future.
- Joachim Kohn proposed to make the IUS-BSE a legal entity, and has introduced a small budget for admin costs through a \$5 fee for the WBC registration
- New board of directors will be elected at the next IUS-BSE AGM in Davos. Dr. Kohn will serve another term. Secretary is being sought. CBS can nominated a CBS member.
- Sophie asks if anyone is interested in being Secretary of the IUS-BSE. No one expressed interested.

- MOA was established with TERMIS. Every 12 years the WBC and world TERMIS occur in the same year, and the MoA is an attempt to coordinate these meetings in the future.

9. CBS Mentorship Programs (Neda Latifi and Gad Sabbatier)

- The CBS currently offers two mentorship programs. One is an undergraduate mentorship program run through the student chapters, and the graduate mentorship program in run by “The 2nd Lab” (Gad Sabbatier).
- Neda provides an update on the UG mentorship program, the program objectives, benefits and components. Currently, Ottawa, Quebec City and Montreal chapters were involved and students from four universities were engaged. Neda encourages other chapters and universities to become active.
- Gad was not present. The slides will be included in the minutes for members to review.

10. Reports from Student Chapters (Chapter Presidents)

- Student Chapters provide a 1-minute update on their activities.
- Alberta (Mohammad Nasrullah, CBS-ASC) - Held four virtual seminars from academic, publishing and academic career paths and 1 in-person research seminar. Chapter is also focused on promotion and fundraising activities.
- Kingston (Isaac Thevathasan, CBS-KSC) - KSC has been restarted after COVID and the new exec team is starting to plan new events and reengage with student members.
- Montreal (Ran Huo, CBS-MTL) – Lab Tour and Networking event, new board members were recruited and they are activity recruiting new positions.
- Ottawa (Mahdiah Heydarigoojani, CBS-OSC) – CBS-OSC lab tour event was introduced (Drs. Catelas, St. Pierre and Cao Labs). They are also planning an alumni night.
- Quebec City (Neshat Eghbali, CBS-QCSC): Several events and workshops were organized. Upcoming events are seminars and workshop are planned.
- Southwestern Ontario (Alessandra Merlo; CBS-SWOSC) – SWOSC held one online seminar (T. Hoare). Exec team elections were held and they are recruiting new members. They also started Biomaterials trivia night on zoom – this will be held bi-monthly biomaterial trivia nights, and seminars.
- Toronto (Kenny Kimmins, CBS-TSC) – TSC has focused on increasing member size, and member list was doubled from first year. Ran outreach events with career coffee chat with industry and through Science Rendezvous.

11. Transition to new President (Eli Sone and Marta Cerruti)

- Eli introduces Marta Cerruti as the next president.
- Marta thanks Eli, Board and Tom on their efforts

12. Overview of Next Year's Initiatives (Marta Cerruti)

- Marta highlights the main objectives:
 - Strong Canadian presence for WBC2024
 - Sponsorship committee for raising money for travel awards for students as well as for invited speakers
 - Continue working with website task force to improve website
 - Annual Meetings
 - Create a framework for collaboration with CBS BoD and meeting organizers, supported by CBS sponsorship committee and industry and clinician engagement committee
 - Work with student chapters through mentorship programs and potentially facilitating unifying events among chapters
 - Continue to work to ensure fiscal and organizational sustainability for the society
 - Focus on “big picture initiatives” to reflect on Canadian Biomaterials research, like collective articles

13. Update on WBC2024 (Marta Cerruti)

- Abstract submission is already open and closes in September
- Board will look at ways to encourage abstract submission through sponsorship
- At least two Scientific Canadian-led symposia were proposed (at least one accepted)
- The CBS Society Award Symposium (proposed by Marta and WBC committee) will recognize the CBS major awards, travel awards and keynote speaker. WBC provides \$500 for keynote speakers. More funds will be sought to support awardee attendance
- WBC2024 are aware that societies will need to host hybrid AGM at the meeting, and will be reaching out with a plan
- Sophie said 200+ symposia were submitted and 190 were accepted. IUS-BSE reps raised concerns that this would not leave any room for regular sessions.

14. CBS 2025 (Marta Cerruti)

- Two proposals were received. One from Ottawa (led by Emilio Alarcon) and one from Kingston (led by Brian Amsden, Lindsay Fitzpatrick and Laura Wells).

- Two proposals will be discussed and if no resolution is reached, it will be put to a vote by the members.

15. Nominations and Elections (Marta Cerruti)

- **2 Senior Board members:** David Brambilla, Marc Gauthier, JP St.Pierre, Simon Matoori, Houman Savoji.
 - A call for more nominations was made in person/virtual. No further nominations were made.
- **1 Student Board member:** Ahmed Saad.
 - A call for more nominations was requested in person/virtual. No further nominations were made.
 - Ahmed was acclaimed as student board member
- **President-Elect: Isabelle Catelas**
 - A call for more nominations was requested in person/virtual. No further nominations were made.
 - Isabelle was acclaimed as President-Elect
- **Secretary:** No nominations for secretary were received. Marta encourages members to consider serving as Secretary.

16. Adjournment (Marta Cerruti)

- Marta makes a motion to adjourn the meeting at 2:21pm. Brendan Leung seconds the motion. Meeting is adjourned.

Minutes prepared by Lindsay Fitzpatrick on 16.06.2023 and corrected by Eli Sone on 12.07.2023.