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CSM-SCM Annual General Meeting
Friday, June 22, 2012
12:30- 2:00 PST
University of British Columbia, Vancouver, BC
Student Union Building – Pacific Spirit Place Cafeteria (PSP)

Meeting Agenda

1. Introduction of past and future CSM Exec.
2. Approval of agenda.
3. Approval of minutes from Memorial University of Newfoundland AGM, June 21, 2011.
4. Secretary Treasurer's report.
 - a) 2012 Budget
 - b) Financial Statement – Audited by: Andrea Poole, CA
 - c) Membership Report
 - d) Website Report
 - e) Update of Signing Authority
5. President's report.
 - a) Vote on Honorary Membership
6. 1st Vice President's report
7. Meetings' Secretary's report.
8. Meetings Conferences and Workshops.
 - a) Report on 2011 conference.
 - b) Report on 2012 conference.
 - c) Report on 2013 conference.
 - d) Report on 2014 conference
 - e) Future meetings.
9. Student rep's report.
10. Election results.

11. Reports from the sections.
 - a) AEM
 - b) II
 - c) MGCM

12. Reports from committees.
 - a) Education and Careers committee.
 - b) Awards report.

13. Reports from representatives.
 - a) CJM
 - b) IUMS
 - c) ICTV
 - d) BCDRCC
 - e) ASM International Membership committee
 - f) ASM Ambassador to Canada.

14. Other activities:
 - a) Electronic Balloting
 - b) Refreshing CSM website
 - c) Regional activities.

15. Other business.

Minutes

Attendees:

John Sumit, Louise Nelson, Nancy Martin, Tomas Gverzdys, Naouwarat Cheeptham (Ann), Pascal Drouin, Guylaine Talbot, Josh Neufeld, Bill Mohn, Michael Murphy, Gabriel Moreno-Hagelsreb, Lindsay Eltis, Peter Dunfield, Ayush Kumar, Josie Libertuci, Wafaa Antonious, Chris Yost, Kari Dunfield, Michael Hynes, Bret Selinger, Tak Tanaka, J. Tom Beatty, Julian Davies, Martin Petric, Dixar Ng, Alex Yuen, Mazen Saleh, Russell Hynes, France Daigle, Charles Dozois, Mario Jacques, Pierre Talbot, J Daniel Dubreuil, Gerrit Voordouw, Deb Court, Denice Bay, Richard Sparling, Ivan Oresnik

1. Introduction of past and future CSM Exec.

Dr. Ivan Oresnik called the meeting to order. He introduced CSM Executive and Secretariat and welcomed Ms. Josie Libertuci, Graduate Students Representative and Dr. Russell Hynes, Meetings Secretary as the new members of the CSM Executive who had been participating in CSM Executive activities since the past CSM AGM.

2. Approval of agenda.

Dr. R. Hynes made a motion to approve the agenda, seconded by Dr. N. Martin, all in favour, agenda approved.

3. Approval of minutes from Memorial University of Newfoundland AGM, June 21, 2011.

Dr. R. Hynes made a motion to approve the 2011 AGM minutes, seconded by Dr. N. Martin, all in favour, minutes approved.

4. Secretary Treasurer's report. - Attached

a) 2012 Budget

Dr. A Kumar, CSM Secretary / Treasurer presented 2012 Budget with columns labeled: 2012 Budget, 2011 Audited, 2011 Budget and 2010 Audited. He stated that due to the AMR Workshop organized by Dr. E. Topp, CSM Past President, the 2012 budget will be in the black with an estimated net profit of \$24,949 which is higher than the previous two fiscal years. It has been estimated that the UBC CSM 2012 conference will net profit \$5,441. Dr. A. Kumar then requested that a motion is put forward to approve the presented budget. Dr. D. Dubreuil made a motion to approve the 2012 presented budget, seconded by Dr. C. Dozois, all in favour, budget approved.

b) Financial Statement – Audited by: Andrea Poole, CA

Dr. A. Kumar presented the 2011 CSM Financial Statements audited by Ms. Andrea Poole, CA. He then made a motion to accept the audited statement, seconded by Dr. R. Sparling, all in favour, 2011 audited statement accepted.

c) Membership Report

Dr. A. Kumar presented the CSM membership report with comparison figures from January 2009 – June 2012. He concluded that the membership numbers are proportional to the annual conference registration numbers. The membership report also included figures of members per province and per section. Ontario has the highest number of members all over the years irrelevant of the location of the conference, followed by Quebec or the province where the conference is being held.

d) Website Report

Dr. A. Kumar presented the website report as of December 2011 and June 2012.

e) Update of Signing Authority

Dr. A. Kumar reported that the CSM signing list has been updated at the bank to include him, and Dr. Dubreuil. Dr. Sparling made a motion to accept the new signing officers, seconded by Dr. Hynes, all in favour, motion approved.

5. President's report - Attached

Dr. I. Oresnik thanked the CSM Executive, Secretariat for their contribution. He also thanked Dr. Topp, the Past President and welcomed new members of the Executive. He then summarized his written report, informed the membership on Armand Frappier award, ISME-8 funds that have become available, and the CSM Twitter account.

a) Vote on Honorary Membership

Dr. I. Oresnik stated that an email went out to the CSM members in good standing asking for their vote on presenting Dr. Julian Davies, UBC with the CSM Honorary Membership. Only approvals and no objections were received in response to the email. He summarized Dr. Davies accomplishments which were also stated in the email that went out. He then made a motion to present Dr. Davies with the CSM Honorary membership. A show of hands was requested from the attendees for this motion, no objection, all in favour, motion carried and Dr. Davies had been declared as an Honorary CSM member for life time.

6. Past President Report – Attached

Dr. I. Oresnik summarized the written report provided by Dr. Topp.

7. 1st Vice President's report - Attached

Dr. N. Martin reported that CSM had been a member of PAGSE since 2011. She then outlined the activities that PAGSE had been involved in to educate the MPs about Canadian research, prepare them for decisions that would be taken by Parliament related to research and before the federal budget presentation.

8. Meetings' Secretary's report - Attached

Dr. R. Hynes thanked Dr. Jon Van Hamme, the CSM Past Meetings Secretary for all the support he provided him in his first year as Meetings Secretary. He reported that 276 abstracts were presented at the UBC CSM Annual Conference from speakers, student competitions and posters. He then summarized his written report which dealt with abstracts deadlines, procedures and what improvement he would like to have added to the Abstract Management System (AMS). He thanked the UBC LOC for their cooperation and constant communication.

9. Meetings Conferences and Workshops - Attached

a) Report on 2011 conference

There was no need to add to the written report

b) Report on 2012 conference

There was no need to add to the written report

c) Report on 2013 conference.

Dr. A. Golshani summarized the written report and encouraged the attendees to participate in the 2013 Ottawa CSM Conference. He also announced that a PowerPoint presentation will be presented at the CSM President Banquet.

d) Report on 2014 conference

Dr. P. Talbot summarized the written report and encouraged the attendees to participate and spread the word about the 2014 IUMS Conference which is co-sponsored by CSM. He ensured that all CSM regular conference activities will take place at the IUMS 2014 Montreal Conference. He also announced that a PowerPoint presentation will be presented at the CSM President Banquet.

e) Future meetings - Attached

Dr. R. Hynes summarized the written report. Dr. Tanaka will take over the duties of the Meetings, Conferences and Workshops. Future CSM conferences up to 2016 had been identified. Two requests to host 2017 and 2018 had been received.

10. Student rep's report - Attached

There was no need to add to the written report.

11. Election results.

Dr. I Oresnik listed the election results. Most of these positions have been filled by acclamation.

Charles Dozois	2 nd Vice President
Josh Neufeld	Applied & Environmental Microbiology Section – Vice Chair
Mario Jacques	Infections and Immunity Section – Vice Chair
Marie Elliott	Molecular Genetics and Cellular Microbiology Section – Vice Chair
Martin Chénier	Education and Career Committee
Takuji Tanaka	Meetings, Conferences & Workshops

12. Reports from the sections – Attached

There was no need to add to the written reports.

- a) AEM
- b) II
- c) MGCM

13. Reports from committees

a) Education and Careers committee

Dr. K. Dunfield summarized her written report. She then highlighted the new awards that were first awarded in 2012. Six awards were available to be given for the CSM Undergraduate Student Award. Only three applications were received and awarded. No applications were received before the deadline for the Ambassador Award. She encouraged the attendees to spread the word and encourage their students to apply for the new awards. She recommended that the conditions for participation in the CSM Student Symposium Competition should be changed that the participant had to be a CSM member. She also suggested changes to be applied to the Abstract Management System to allow the Education

Committee to send rejection emails. She also suggested to include a symposium (invited or competition) for post-doctoral fellows in future conferences.

b) Awards report – Attached

There was no need to add to the written reports.

i. CSM Murray Award for Career Achievement

Eric Brown, McMaster University is the winner of the 2012 CSM Murray Award for Career Achievement

ii. Fisher Scientific Award Committee

Brian Coombes, McMaster University is the winner of the 2012 Fisher Scientific Award

iii. Armand Frappier Outstanding Student Award

The award was renamed this year. Elena Breidenstein is the winner of the 2012 Armand Frappier Outstanding Student Award.

14. Reports from representatives – Attached

There was no need to add to the written reports.

- a) CJM
- b) IUMS
- c) ICTV
- d) BCDRCC
- e) ASM International Membership committee
- f) ASM Ambassador to Canada.

15. Other activities:

- a) Electronic Balloting
- b) Refreshing CSM website
- c) Regional activities.

16. Other business

No Other business to discuss

17. Adjournment

Dr. I. Oresnik called the meeting to adjourn.

4. Secretary – Treasurer’s Report – Ayush Kumar

a) 2012 Budget

	2012 Budget	2011 Audited	2011 Budget	2010 Audited
REVENUE SOURCES FOR OPERATIONS				
Investment & Miscellaneous Income **	1700	1706	1,700.00	1,181.00
Membership Fees	32000	31056	32,000.00	33,636.00
Subscriptions to the CJM	1300	1414	1,300.00	1,326.00
Advertising & Sponsorship Income	500	425	600.00	625.00
Subtotal	\$35,500.00	\$34,601.00	\$35,600.00	\$36,768.00

REVENUE SOURCES FOR ANNUAL CONFERENCE				
Awards Income	11,100.00	9,899.00	6,500.00	6,539.00
Annual Conference Exhibits and Grants & Mtg Folder	33,400.00	54,072.00	54,602.00	79,065.00
Annual Conference Registration	97,000.00	66,117.00	57,000.00	99,814.00
Subtotal	141,500.00	130,088.00	118,102.00	185,418.00

Revenue Sources for CSM AMR 2012 Workshop				
AMR Support & Grants	92,153.00	0.00	0.00	0.00
Subtotal	92,153.00	0.00	0.00	0.00

TOTAL OF ALL REVENUE SOURCES	269,153.00	164,689.00	\$153,702.00	\$222,186.00
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EXPENDITURES FOR OPERATIONS				
Website Development	2,000.00	2,140.00	3,000.00	17,820.00
Website Maintenance	4,000.00	4,214.00	4,000.00	4,509.32
Logo / graphic design banner	710.00	0.00	1,600.00	0.00
Secretariat	18,000.00	17,040.00	20,000.00	18,190.00
Audit *	3,700.00	3,550.00	4,500.00	4,100.00
Bank & Credit Card Charges	2,700.00	2,554.00	4,500.00	4,111.00
Balloting & Bylaws	0.00	868.00	6,473.00	0.00
CJM Subscriptions	1,720.00	1,962.00	1,300.00	1,758.00
Membership in the IUMS & Other Organizations*	2,117.00	2,247.00	2,246.62	1,631.00
Liaising & Meetings *	400.00	0.00	400.00	0.00
Telephone, Conference Calls, Email	550.00	529.00	400.00	390.00
Office Supplies	100.00	68.00	200.00	190.00
Office Couriers	100.00	0.00	100.00	0.00
Office Copies	50.00	0.00	50.00	0.00
Storage & Shredding*	162.00	180.00	180.00	68.15
Office Postage	50.00	0.00	50.00	0.00
Taxes & Miscellaneous (GST & Industry Cdn & Previous Expenses after audit)	60.00	0.00	60.00	660.00
Education & Careers Committee	250.00	0.00	250.00	0.00
Student & Post Doc Grants	1,500.00	0.00	5,000.00	
Student Day Support	500.00	500.00	500.00	0.00
Subtotal	38,669.00	35,852.00	\$54,809.62	\$53,427.47

4. **Secretary's Treasurer's Report cont'd**
2012 Budget cont'd

	2012 Budget	2011 Audited	2011 Budget	2010 Audited
EXPENDITURES FOR ANNUAL CONFERENCE				
Annual Conference Expenses Facility, AV, Food & Bev, signage, equipment rental	80,485.00	43,468.00	51,910.00	68,267.00
Program Book	4,333.00	5,720.00	5,000.00	4,319.00
Meeting Planner Services	10,518.00	12,825.00	8,500.00	24,548.00
Speakers Expenses	20,135.00	29,299.00	30,000.00	20,167.00
Meeting Supplies (Bags) & Other Frames	4,028.00	1,736.00	1,700.00	9,052.00
Awards - Gold (Cangene) Armand Frappier	1,000.00	2,960.00	2,000.00	1,713.00
Awards - Fisher	1,500.00	1,500.00	1,500.00	1,500.00
Awards - CSM *Given Directly to Award winner \$1500	1,500.00	1,500.00	2,000.00	
Awards* - Other Student Awards (Posters)	2,000.00	2,500.00	2,000.00	1,620.00
Awards* - CSM Travel Awards (st symposia & travel)	4,000.00	4,762.00	4,500.00	3,530.00
Credit Card discount fees	2,460.00	1,471.00	1,282.00	2,765.00
Website & Alerts *	2,500.00	545.00	2,000.00	2,105.00
Board Travel	1,600.00	1,879.00	600.00	650.00
Disbursement to LOC	0.00	0.00	0.00	9,092.00
Subtotal	136,059.00	110,165.00	\$112,992	\$149,328

EXPENDITURE FOR AMR 2012 WORKSHOP

Facility, Food & Beverage & AV & Accommodation	34,348.00
Participants Travel & Accommodation	20,000.00
Shuttle services	6,008.00
Organizer Service Contract	3,000.00
Journal Publication	6,000.00
Bank Charges for Wire & Money drafts	120.00
Subtotal	69,476.00

TOTAL OF ALL EXPENDITURES	\$244,204.00	\$146,017.00	\$167,801.62	\$202,755.47
SURPLUS (DEFICIT)	\$24,949.00	\$18,672.00	-\$14,099.62	\$19,430.53
Net conference Profit	\$5,441.00	\$19,923.00	\$5,110.00	\$36,090.00

Notes to Budget:

\$140,000 is invested in a saving account as of June 2011- Balance of amount invest end of 2010 was \$110,000

A one time payment of \$711 was received in 2010 from Gov ON HST Small Business Support

CSM joined PAGSE in 2011 started paying membership of \$1,500

Storage paid at end of year + bonus month

Student Day Support: New Initiative started in 2009

Cedarlane, ASM, ISME, CCM

Prepaid 2014 down payment of \$7,000 each year starting 2010

Conference website: CSM & UBC

4. **Secretary's Treasurer's Report cont'd**
 - b) **2011 Audited Financial Statement**

CANADIAN SOCIETY OF MICROBIOLOGISTS

FINANCIAL STATEMENTS

December 31, 2011



Andrea Poole, C.A.
Licensed Public Accountant

48 Dunvegan Road Ottawa ON K1K 3G3
613-218-5931 accounting@pooleca.com

INDEPENDENT AUDITOR'S REPORT

To the Members of
Canadian Society of Microbiologists

I have audited the accompanying financial statements of Canadian Society of Microbiologists, which comprise the statement of financial position as at December 31, 2011 and the statements of revenue and expenditure, fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion these financial statements present fairly, in all material respects, the financial position of the Canadian Society of Microbiologists as at December 31, 2011 and the results of its financial performance for the year then ended in accordance with Canadian generally accepted accounting principles.

Andrea Poole, CA
Licensed Public Accountant

Ottawa, Ontario
June 15, 2012

CANADIAN SOCIETY OF MICROBIOLOGISTS

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
ASSETS		
CURRENT		
Cash	\$ 14,898	\$ 60,254
Short-term investments	142,175	110,469
Accounts receivable	28,878	14,424
Conference deposit	<u>15,000</u>	<u>7,000</u>
	<u>\$ 200,951</u>	<u>\$ 192,147</u>
 LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 14,868	\$ 30,577
Deferred membership and subscription fees	9,303	2,179
Deferred conference income	<u>-</u>	<u>1,283</u>
	<u>24,171</u>	<u>34,039</u>
 UNRESTRICTED NET ASSETS		
Balance, beginning of year	158,108	138,675
Net revenue for the year	<u>18,672</u>	<u>19,433</u>
Balance, end of year	<u>176,780</u>	<u>158,108</u>
	<u>\$ 200,951</u>	<u>\$ 192,147</u>

Approved on behalf of the Board:

Director

Director

CANADIAN SOCIETY OF MICROBIOLOGISTS
STATEMENT OF REVENUE AND EXPENDITURE
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
REVENUE		
Annual conference (Annex A)	\$ 130,088	\$ 185,419
Memberships	31,056	33,636
Subscription fees for CJM	1,414	1,326
Investment income	1,706	1,181
Advertising and job postings	425	625
	<u>164,689</u>	<u>222,187</u>
 EXPENDITURE		
Annual conference (Annex A)	110,165	140,235
Secretariat	17,040	18,190
Website		
Webmaster fees	4,344	20,879
Secretariat fees	2,010	1,450
Professional fees	3,550	4,100
Bank and credit card fees	2,554	4,111
Liaising and advocacy	2,029	390
CJM subscription	1,962	1,758
Office	1,116	258
Membership in other organizations	747	1,631
Student day support	500	-
Miscellaneous	-	660
	<u>146,017</u>	<u>193,662</u>
 REVENUE FOR THE YEAR PRIOR TO DISBURSEMENTS	 18,672	 28,525
 DISBURSEMENT TO CONFERENCE LOCAL ORGANIZING COMMITTEE (Annex A)	 <u>-</u>	 <u>9,092</u>
 NET REVENUE FOR THE YEAR	 <u>\$ 18,672</u>	 <u>\$ 19,433</u>

CANADIAN SOCIETY OF MICROBIOLOGISTS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
CASH PROVIDED BY (USED FOR)		
OPERATING ACTIVITIES		
Cash from operations		
Net revenue for the year	\$ 18,672	\$ 19,433
Net change in non-cash working capital balances		
Accounts receivable	(14,454)	(12,404)
Conference deposit	(8,000)	(7,000)
Accounts payable and accrued liabilities	(15,709)	18,537
Deferred membership and subscription fees	7,124	1,726
Deferred conference income	<u>(1,283)</u>	<u>1,283</u>
	(13,650)	21,575
INVESTING ACTIVITY		
Short term investments	<u>(31,706)</u>	<u>(110,469)</u>
(DECREASE) INCREASE IN CASH	(45,356)	(88,894)
Cash, beginning of year	<u>60,254</u>	<u>149,148</u>
CASH, END OF YEAR	<u>\$ 14,898</u>	<u>\$ 60,254</u>
CASH POSITION		
Cash	\$ 14,898	\$ 60,254
Short-term investments	<u>142,175</u>	<u>110,469</u>
	<u>\$ 157,073</u>	<u>\$ 170,723</u>

CANADIAN SOCIETY OF MICROBIOLOGISTS

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2011

1. PURPOSE OF THE ORGANIZATION

The Canadian Society of Microbiologists was incorporated without share capital in 1958 under Part II of the Canada Corporations Act and is recognized as a not-for-profit organization for income tax purposes. The Canadian Society of Microbiologists seeks to advance microbiology in all its aspects and to facilitate the interchange of ideas between microbiologists. The membership includes honorary, emeritus, ordinary, student, and post doc members.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Capital assets

Capital assets purchased at a cost of less than \$2,000 are expensed in the year of purchase. The Society does not own capital assets at this time.

(b) Basis of Accounting

Revenue and expenses are recorded on the accrual basis, whereby they are reflected in the period in which they have been earned and incurred respectively, whether or not such transactions have been finally settled by receipt or payment of money.

(c) Revenue Recognition

CSM follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(e) Use of estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future period could be significant.

3. FINANCIAL INSTRUMENTS

CSM's financial instruments consist of cash, short-term investments, accounts receivable, pre-paid expenses, accounts payable and accrued liabilities, and deferred income. Cash and cash equivalents are recorded using the held-for-trading method. The fair value of these financial instruments approximates their carrying values, unless otherwise stated.

Interest Rate Risk

Interest rate risk is the exposure of the Society's earnings that arises from fluctuations in interest rates. The Society is not exposed to significant interest rate risk arising from their financial instruments.

4. CAPITAL MANAGEMENT DISCLOSURE

CSM defines the capital that it manages as unrestricted net assets.

CSM's main objective when managing capital is to safeguard its ability to continue as a going concern, so that it can continue to provide the appropriate level of services to its members. The Society seeks to maintain sufficient liquidity to enable it to meet its objectives as they become due.

CANADIAN SOCIETY OF MICROBIOLOGISTS

ANNEX A

STATEMENT OF CONFERENCE REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u>	<u>2010</u>
CONFERENCE REVENUE		
Registration fees	\$ 66,117	\$ 99,814
Grants	45,739	65,189
Exhibits and other commercial support	8,333	13,876
Awards support	<u>9,899</u>	<u>6,539</u>
	<u>130,088</u>	<u>185,418</u>
 CONFERENCE EXPENDITURE		
Facility	43,468	68,267
Speakers	29,299	20,167
Awards		
Student symposia	4,762	3,530
Gold, Fisher & CSM	5,961	3,213
Student poster	2,500	1,620
Planner	12,825	24,548
Program book	5,720	4,319
Board travel	1,879	650
Conference supplies and other	1,735	9,052
Credit card discount	1,471	2,765
Website and alerts	<u>545</u>	<u>2,105</u>
	<u>110,165</u>	<u>140,236</u>
 CONFERENCE REVENUE FOR THE YEAR PRIOR TO DISBURSEMENTS	 19,923	 45,182
 DISBURSEMENT TO LOCAL ORGANIZING COMMITTEE	 <u>-</u>	 <u>9,092</u>
 NET CONFERENCE REVENUE FOR THE YEAR	 <u><u>\$ 19,923</u></u>	 <u><u>\$ 36,090</u></u>

4. Secretary's Treasurer's Report – Ayush Kumar

c) Membership Report

As of June 18, 2012

	2012 Total	2012 Renewed	2012 New	2011 June 18	2011 Renewed	2011 New	2010 Total	2010 Renewed	2010 New	2009 (Dec)
Ordinary	242	218	24	247	212	35	278	248	25	248
Student	123	54	69	111	57	54	234	62	168	191
Post-Doc	39	26	13	39	31	8	60	19	41	27
Emeritus	15	15	0	13	13	0	16	14	2	14
Honorary	1	1	0	2	2	0	3	3		1
Total	420	314	106	412	315	97	584	345	239	481

A short historical timeline of year-end membership totals follows:

	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002
New Members	107	239	268	131	135	154	62	131	66	-
Renewed Members	364	345	213	274	301	302	313	312	319	-
Total Members	471	584	481	405	436	456	375	443	385	453

Province/Country	2010	2011	2012	Section	2010	2011	2012
Alberta	49	51	42	Applied & Environmental Microbiology	211	206	165
British Columbia	32	33	65	Infection and Immunity	140	149	123
Manitoba	31	26	24	Mol. Genetics & Cellular Microbiology	182	124	132
New Brunswick	04	05	03	Unspecified			
Newfoundland	06	22	11	Total	533	479	420
Nova Scotia	10	17	07				
Ontario	311	188	151				
PEI	03	02	02				
Quebec	84	78	58				
Saskatchewan	32	30	32				
USA	18	09	07				
Overseas	11	18	18				
Total Members	590	479	420				

Note the difference between the 471 and the 479 for the 2011 membership is that 8 new members joined CSM in the last quarter and their membership was applied to the 2012 fiscal year.

4. Secretary's Treasurer's Report

d) CSM Website Report

2011 CSM Website Summary Report

Total Sessions	104,042.00
Total Pageviews	436,203.00
Total Hits	2,490,663.00
Total Bytes Transferred	46.79 GB
<hr/>	
Average Sessions Per Day	285.05
Average Pageviews Per Day	1,195.08
Average Hits Per Day	6,823.73
Average Bytes Transferred Per Day	131.26 MB
<hr/>	
Average Pageviews Per Session	4.19
Average Hits Per Session	23.94
Average Bytes Per Session	471.55 KB
Average Length of Session	00:10:25

2011 CSM Website Requested Pages

Pages (1-10) / 634	Pageviews	Percent	0	14.99%
1. /english/mem_directory_det.asp	65,375	14.99%		
2. /english/abstracts/public/view_abs.asp	47,306	10.84%		
3. /index.asp	31,151	7.14%		
4. /blog/wp-login.php	30,957	7.10%		
5. /français/mem_directory_det.asp	19,282	4.42%		
6. /english/wn_careers_det.asp	12,634	2.90%		
7. /english/stu_studying_det.asp	12,180	2.79%		
8. /english/mem_directory.asp	12,087	2.77%		
9. /rssfeed/csmEn.xml	10,588	2.43%		
10. /english/wn_news_csm_det.asp	8,171	1.87%		
View Total:		249,731	57.25%	
Next	Total:	436,203	100.00%	

4. Secretary's Treasurer's Report cont'd
d) CSM Website Report

2012 CSM Website Summary Report January – June 15, 2012

Total Sessions	64,154.00
Total Pageviews	231,668.00
Total Hits	1,363,579.00
Total Bytes Transferred	24.49 GB
<hr/>	
Average Sessions Per Day	384.16
Average Pageviews Per Day	1,387.23
Average Hits Per Day	8,165.14
Average Bytes Transferred Per Day	150.15 MB
<hr/>	
Average Pageviews Per Session	3.61
Average Hits Per Session	21.25
Average Bytes Per Session	400.23 KB
Average Length of Session	00:07:45

Requested Pages January 1 – June 15, 2012

Pages (1-10) / 587	Pageviews	Percent	0	12.82%
1. /english/mem_directory_det.asp	29,701	12.82%		
2. /index.asp	18,059	7.80%		
3. /rssfeed/csmEn.xml	17,215	7.43%		
4. /english/abstracts/public/view_abs.asp	14,189	6.12%		
5. /français/mem_directory_det.asp	12,768	5.51%		
6. /english/mem_directory.asp	6,608	2.85%		
7. /database/meetscientist/biophotos/AndreaKirkwood.bmp	6,595	2.85%		
8. /english/wn_careers_det.asp	6,467	2.79%		
9. /english/stu_studying_det.asp	6,047	2.61%		
10. /english/abstracts/submit.asp	4,521	1.95%		
View Total:	122,170	52.73%		
Next	Total:	231,668	100.00%	

5. President's Report – Ivan Oresnik

I would like to thank the entire Executive for their effort in getting business done this year. In particular, Ayush Kumar, who stepped into the role of Secretary Treasurer in October and came up to speed with Society business very quickly. It was a year where a number of new people all started their positions in the executive. There were a number of learning experiences that we will be sure to use in the upcoming year. I would like to congratulate Nancy Martin who will take over as president, Daniel Dubreuil who will be moving up to 1st VP, and Charles Dozois who will be joining the Executive as 2nd VP. On behalf of the executive, and the membership, I would like to thank Ed Topp who has completed his 4 year term commitment to the executive in the position as Past President. I would also like to thank Wafaa Antonious for her commitment to the society and her ability to get much done in a very short period of time.

Highlights of the Year

Writing and dissemination of the President's Newsletter for the membership.

Rewriting of the terms of reference for the major CSM awards to include an invitation to submit review for the Canadian Journal of Microbiology.

Renaming of the Gold Award to honour one of our founding members, Armand Frappier.

Implementing our newest awards, the undergraduate award, and the CSM Ambassador Award. Three undergraduate awards will be given out for the first time this year.

Working towards securing the ISME-8 legacy funds for use by the society to promote microbial ecology.

Working with the Executive to use funds offered to the Society (\$1,500 each year for 12 years) to honour Terry Beveridge.

Implementing the Society's Twitter feed (@CSM_SCM).

As I leave the presidency, I can assure the membership that the Society continues to grow and to be on a solid financial footing. I look forward to serving the Society as Past President this coming year.

6. Past President Report – Ed Topp

My thanks to the membership of the CSM for giving me the opportunity to contribute to running the Society over the last four years. Many thanks to the wonderful colleagues on the Executive and to Wafaa with whom I've very much enjoyed working with. Looking to the current and the incoming members of the Executive, the Society is in very good hands in the years to come.

The major initiative I was involved in this year was an Expert Workshop on environmental aspects of antibiotic resistance, a brief report follows:

On March 4th-8th 2012 the Canadian Society of Microbiologists sponsored an expert international workshop on 'Antimicrobial Resistance and the Environment: Assessing and Managing Effects of Anthropogenic Activities'. The workshop brought together 40 experts from North America, Europe, Asia, Australia and North Africa to the Chateau Montebello in Québec. Individuals were from academia, government and industry with expertise in microbiology, environmental chemistry, risk assessments, regulatory affairs, and the economic sectors germane to the issue; agriculture, wastewater treatment and pharmaceutical manufacturing. The workshop feedback was extremely positive and the workshop deliberations and conclusions are currently being written up for dissemination. The CSM thanks the following for their generous financial backing of the workshop: The American Cleaning Institute, AstraZeneca, Canadian Animal Health Institute, GlaxoSmithKline, Health Canada, Huvepharma, Pfizer Animal Health, Public Health Agency of Canada, Roche, Federal Environment Agency of Germany, and Unilever.

7. 1st Vice President's Report – Nancy Martin

PAGSE is a cooperative organization of many Canadian societies in the Sciences and Engineering that represents this community to the Canadian government. In 2011, upon learning of this organization, the CSM felt it was important to join and participate in PAGSE to ensure the voice of our members was included in PAGSE activities.

In the past 12 months since the last CSM AGM, PAGSE has hosted the Bacon and Egghead events listed below. Most were well attended and received positive comments from parliamentarians.

Alternate futures for the oil sands industry: from the age of steam to the age of biology

Stephen Larter, University of Calgary
Thursday May 3, 2012

The Lowdown on the Meltdown

Richard Peltier, University of Toronto
Thursday March 29, 2012

Geoscience as a Key to Canada's Economic Competitiveness, Wealth and Development

James Franklin, Franklin Geosciences Ltd.
Thursday March 1, 2012

Decision-making in an uncertain world

Daniel Krewski, University of Ottawa
Thursday February 9, 2012

Green forests, green dollars: rebuilding Canada's forest products industry leadership through innovation

Sophie D'Amours, Université Laval
Thursday November 24, 2011

Bringing Power to the People - Smart Grids and the Future of Renewable Energy

Liuchen Chang, University of New Brunswick

Thursday October 27, 2011

Switching to Green Chemistry

Philip Jessop, Queen's University

Tuesday October 4, 2011

PAGSE also made a submission to the Standing Committee on Finance in August 2011, highlighting issues around developing “innovation clusters” to enhance interactions between universities and business in the area of research, funding to enhance hiring of new graduates in the private sector, and policies around data accessibility and management.

The monthly PAGSE meetings included presentations by Suzanne Fortier (NSERC), Alain Beudet (CIHR) and William Russel (RX&D) among others. These meetings facilitate an exchange of information between key players in the research “industry” in Canada and University-based researchers, the stakeholders.

8. Meetings Secretary’s Report – Russell Hynes

The first year as Meeting Secretary is now behind me and a new set of skills have been acquired which hopefully will make next year’s handling of the abstracts much easier. My predecessor Jon Van Hamme created an excellent set of notes to prepare the incumbent for the operating the Abstract Management System (AMS), however, there is no opportunity to conduct a test run through the system prior to receiving abstracts. You simply jump into the deep end and work your way through hoping for the best.

Table 1. Totals of poster, poster competition, symposium competition abstracts processed through AMS.

	Applied Environmental	Infection and Immunity	Cellular and Molecular	Row Sum
Poster	74	61	47	182
Poster Competition	20	10	13	43
Symposium Competition	8	12	9	29
Column Sum	102	83	69	
Grand Total				254

Abstracts totals for poster presentation, poster competition, symposium competition processed through AMS are shown in Table 1. There were 22 Invited Speaker abstracts, 20 were processed through AMS. Despite extensions to deadlines to submit abstracts I had to personally input 75% of the Invited Speaker abstracts. If the intention of the CSM is to always offer an extension for abstract submission, which seems to be the norm rather than the exception, we should consider March 1 to April 15 (1st deadline) with extension to the 25th of April in the future. This relieves pressure on the reviewers who were pressed to turn abstracts around very quickly this year, for which I am very appreciative, and reduce downstream issues that arose

this year. This also still permits sufficient time to allow abstract acceptance emails to be sent out well in advance of registration deadline which also had to be extended this year.

Problems occurring this year with AMS

1. Re-numbering abstracts was a signal to the web master (Web Site Advantage) that there was a serious problem with AMS. As I re-number the abstracts the titles disappeared. Web Site Advantage will fix this at no cost.
2. I erred during scheduling (I did not read Jon's notes carefully) however, Hong at Web Site Advantage assisted me and the problem was corrected.
3. As a wish-list item: I wish there was an "alert all authors email option" so that when there are delays with abstract acceptance or other alerts this information can be relayed quickly thus avoiding a deluge of emails from authors to me.

I would like to thank the UBC LOC, Lindsay, Bill and Julian for the constant open lines of communication particularly through some challenging times.

9. Meetings Conferences and Workshops

- a) **Report on 2011 Conference held at Memorial University, St. John's, NL; June 20-23, 2011**

Attendance and registration statistics:

Member, early: 48

Member, late: 11

Member Student/PDF/Emeritus, early: 11

Member Student/PDF/Emeritus, late: 76

Non-Member, early: 10

Non-Member, late: 10

Non Member Student/PDF/Emeritus, early: 16

Non Member Student/PDF/Emeritus, late: 25

Speaker: 44

Undergraduate Student, early: 25

Undergraduate Student, late: 7

Complimentary: 8

Total: 249

Exhibitors:

Eppendorf

Cedarlane

Applied Biosystems

PHAC

CIHR

NRC Research Press (CJM)

Keynote lecture:

Dr. Roger Hendrix, Distinguished Professor in the Department of Biological Sciences at the University of Pittsburgh, "Evolution meets structure in the bacteriophage capsid"

Six symposia with invited speakers:

- (I) Tribute to Dr. Roger Knowles
- (II) Virology
- (III) The Good and Bad in Natural Environments
- (IV) Aquatic Microbiology
- (V) Phototrophs
- (VI) Zoonotic Diseases

Awards:

CSM Murray Award: Dr. George Chaconas, University of Calgary
 Cangene Gold Medal Award: Karlene Lynch, University of Alberta
 Fisher Scientific Award: Mariela Segura, University of Montreal
 Cedarlane Student Symposium Award: Nicole Forbes, University of Ottawa
 CCM Student Symposium Award: Jennifer Ronholm, University of Ottawa
 CSM/CBDN Student Award: Wook Kim, University of Calgary
 ASM Student Symposium Award: Michael Preston, University of Toronto Mississauga
 ISME 8 Student Symposium Award: Michael Staniewski, University of Toronto Mississauga
 CSM Student Symposium Award: Alexander Hynes, Memorial University
 CSM Poster Award: Kevin Harmidy, McGill University
 CCM Poster Award: Ryan Chanyi, University of Western ON
 ISME 8 Poster Award: Christine Sharp, University of Calgary
 ASM Poster Award: Saima Sidik, Dalhousie University
 Cedarlane & ATCC Poster Award: Mohamed Hafez Abdel-Fatteh, University of Manitoba

Other:

NSERC workshop “How to prepare a Discovery Grant application”
 PHAC information session on the Human Pathogen and Toxins Act

Social events:

Opening reception in the Bruneau Center for Innovation
 Student mixer at Bitters Graduate Pub
 Boat tour in the Witless Bay Ecological Reserve with lobster dinner
 President’s Banquet in MUN Main Dining Hall

Finances:Revenue

Registration Fees Collected	\$66,117.26
HST collected on Registration Fees*	\$8,595.24
Exhibitor Fees Collected	\$7,050.00
HST collected on Exhibitor Fees*	\$916.50
Membership Fee	\$30.00
CIHR MPD Grant	\$15,725
Sponsorships	\$29,380.92
TOTAL Revenue	\$127,814.92

Expenses

Invoice: CSM-03-11 (see below)	\$69,418.88
Invoice: CSM-02-11	\$15,962.82
Speaker travel	\$15,725

TOTAL Expenses \$101,106.70

Balance \$26,708.22

MUN Conference Services Invoice CSM-03-11 Details:

Ink Cartridge for Award Printing	\$22.98
Banquet Entertainment	\$1,130.00
Eastern Audio Ltd. (tables, etc.)	\$467.82
O'Brien's Whale and Bird Tours - CSM Boat Tour	\$13,017.42
Student Mixer	\$1,034.92
Eastern Audio Ltd. (poster boards)	\$4,718.88
Delegate Bags	\$1,640.04
Compass Group Canada - Food Services	\$13,693.79
Compass Group Canada - Food Services	\$12,288.06
Liquor Services (Opening mixer and banquet)	\$1922.30
Program Printing	\$3,525.81
Rofail Conference & Management Services	\$2,938.00
Speaker Travel	\$12,123.40

MUN Conference Services Invoice CSM-02-11 Details:

253 Registrations @ \$25.00	\$6,325.00
Credit Card Charges - Registration Fees (\$70,477.50 x 2%)	\$1,409.55
Credit Card Charges - Exhibitor Fees (\$3,050.00 x 2%)	\$61.02
Conference Management Services	\$6,500.00

9. Meetings Conferences and Workshops

b) Report on 2012 Conference

Budget:

Expenses

Promotion and Printing		
Logo		
Sponsorship Poster	95.20	
Conference Website	2,240.00	
Directional Signage & Onsite	403.20	
Total Promotion and Printing		2,738.40
Facilities (rates buffered for inflation)		\$6,736.80
Equipment		
Poster boards	3,082.24	
Exhibit Booths	840.00	
Laser Pointers	33.60	
Presentation Remotes	22.40	

LCD Projector & Screen	84.00	
UBC Podium & Microphone	224.00	
Reception - Furniture & Service Rentals	2,016.00	
Banquet - Furniture & Service Rentals	6,720.00	
Total Equipment		\$13,022.24
Personnel/Labour		
Campus Security - Opening Reception	201.60	
Campus Security - Saturday & Banquet	705.60	
A/V Assistance	1,724.80	
Custodial Services - Addt'l in LSI	470.40	
Registration Staffing (Base Level)	560.00	
Catering Staff (All) - Opening Reception	2,586.3	
Catering Staff (All) - Conference Banquet	3,335.92	
Total Personnel/Labour		\$9,584.62
Service Fees		
Program Formatting	1,000.00	
Online Registration Administration	1,120.00	
Exhibit Management	1,008.00	
Budget Management	2,240.00	
Registration Revenue Financial Management	1,960.00	
Total Service Fees		\$7,328.00
Plenary & Invited Speakers	20,135.65	\$20,135.65
Miscellaneous		
Liquor Licenses	150.00	
Keynote Speaker Gifts	0.0	
Conference Insurance	385.00	
Accommodation Booking Fee	1,316.00	
Student awards		
Total Miscellaneous		\$1,851.00
Printing		
Conference Program Booklet	4,333.00	\$4,333.00
Catering		
Executive Mtg - Boxed Lunch		
Mid-Morning Coffee Break	1,944.00	
Lunch	9,113.40	

Afternoon Coffee	2,184.00	
Opening Reception	9,139.35	
Drink Tickets	3,828.00	
Banquet	16,366.00	
AMS Catering - Bartenders	200	
Student BBQ	1,975.05	
8% Gratuity	174.00	
15% Gratuity	5,019.20	
Total Catering		\$49,943.00
Delegate Gifts		
Conference Bags - Original Order	1641.50	
Bag Set up & Artowrk	80.00	
Ground courier	267.68	
Total Delegate Gifts		\$1,989.18
Service Fees		
Credit Card Handling	2,460.15	
Secretariat Services	1,914.00	
Name Badges	1,276.00	
Subtotal Financial Fees		\$5,650.15
Total Expense		<u>\$120,573.64</u>

Revenue		
Special Events		
Accompanying Guest Banquet Ticket	750.00	
Student BBQ Ticket	2,475.00	
Subtotal Special Events		\$3,225.00
Grants & Funding		
CIHR Meetings, Planning & Dissemination	0	
Sponsorship		
CIHR III grant	2,500.00	
CMDE	1,000.00	
Biodiversity Res Ctr	1,000.00	
BARN	2,500.00	
CIFAR	5,000.00	
CDRD	1,000.00	
LSI	2,500.00	

M&I Dept	2,500.00	
Faculty of Science	2,500.00	
ISME	1,000.00	
Genome Canada	2,500.00	
Toku -E	2,500.00	
Total Sponsorship		\$26,500.00
Exhibits	9,900	\$9,900.00
Deposits		
Accommodation Booking Fee	1,316.00	\$1,316.00
Registration		
Paying Delegates - Fee Types		
Undergraduate - Early Bird	1,500	
Undergraduate - Regular Fee	525	
Member - Graduate Student - Early Bird	21,000	
Member - Graduate Student - Regular Fee	1,710	
Non-Member - Graduate Student - Early Bird	18,960	
Non-Member - Graduate Student – Regular Fee	2,520	
Member - Regular - Early Bird	23,250	
Member - Regular - Regular Fee	2,700	
Non-Member - Regular - Early Bird	14,550	
Cancelled – Non Member – Regular fee	485	
Non-Member - Regular fee	2,260	
Onsite Fee	3000	
Complimentary - Various		
Total Registration Fees		\$92,460.00

Total Revenue

\$130,176.00

Net Profit / Loss

\$9,602.36

9. Meetings Conferences and Workshops

c) Report on 2013 Conference

The 63rd Annual Conference of the Canadian Society of Microbiologists will be held at Carleton University, Ottawa, ON, June 17 – 20, 2013



Themes:

Host-Pathogen Interaction
Applied and Environmental Microbiology
Systems Biology of Microorganisms
Molecular and General Genetics

More information will be available on: www.csm-scm.org

Conference Chair: **Dr. Ashkan Golshani**, Carleton University

Conference Organizer: **Mrs. Wafaa H. Antonious**, CSM Secretariat: Info@csm-scm.org

Meeting facility has been booked at the newly built River Building. Features of the building include a 400-seat theatre, an underground parking lot and a conference centre. Constructed with sustainability in mind, it also features a biowall and green roof. The building has a large terrace overlooking the Ottawa River. One of the scientific sessions, exhibits, poster sessions, lunch, coffee breaks, opening reception, executive and council meetings will be held at the River building. Two other lecture theatres that accommodate up to 400 seats will be within 5 minutes walking distance from the River building.

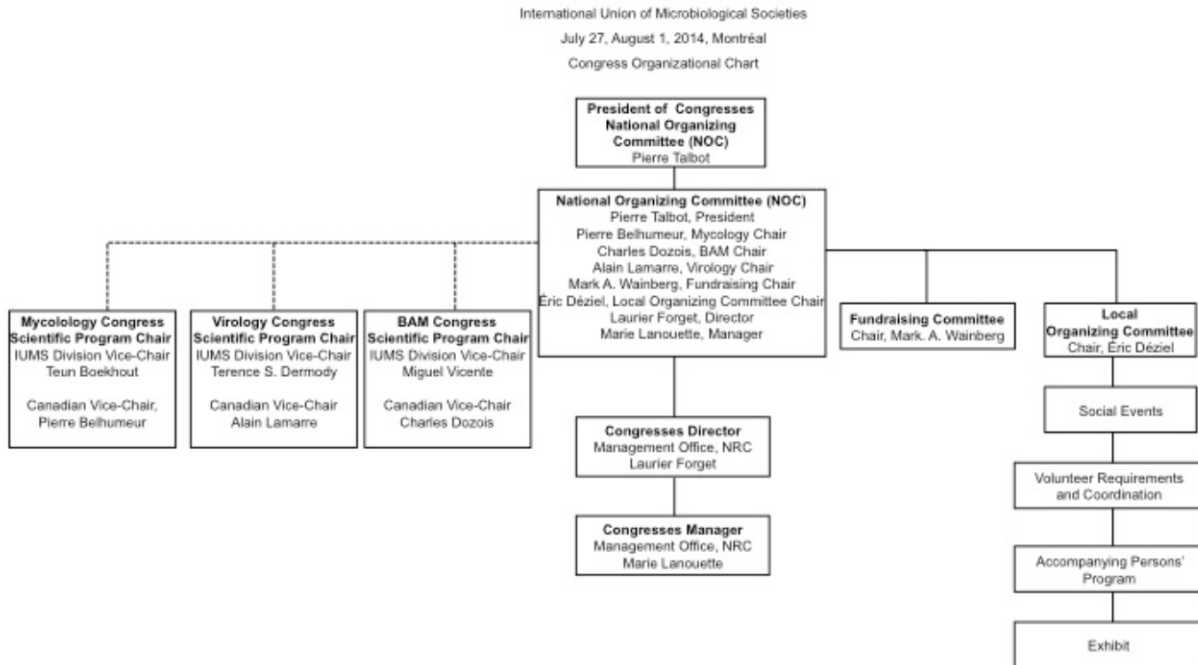
The university residence and a hotel will be booked for accommodation purposes. An invitation to the Ottawa 2013 has been included in the CSM 2012 UBC Program book. A presentation about the CSM Ottawa 2013 Conference is scheduled to be held during the banquet and presented by Dr. Ashkan Golshani, CSM Ottawa 2013 Conference Chair.

Mark your calendar, come and join us in Canada's capital in June 2013.

9. Meetings Conferences and Workshops

d) Progress Report on 2014 IUMS Conference, Montreal

2014 IUMS National Organizing Committee



- National Organizing Committee held 9 meetings since May 2009, i.e. 3 meetings since the Sapporo Congresses, each one with detailed action items

Arrangements

- Sunday July 27: **Opening Ceremony** will take place at the Palais des congrès de Montréal. A **keynote speaker** will be invited followed by the **Welcome Reception**. Some entertainment will be presented.
- Thursday July 31: **Fun Night** : after investigation, it has been decided to also hold it at the Montréal Convention Centre. It is the venue that is most suitable both logistically and financially. The Fun Night will include a banquet dinner and a show. Some local artists have been identified and contacted for the entertainment. Negotiations have started and the final choice and contract will be made one year before. The number of seats will be limited to 3,000; tickets will be sold for this event not to be missed.
- The congresses will end Friday August 1 lunch time with a closing ceremony.

Marketing

Mailing List

A Mailing List was developed based on:

- IUMS Congresses held in Sapporo, Japan in 2011
- Past conferences and congresses held recently in related disciplines
- Authors who have published microbiology papers in 2011
 - Bacteriology: 3439
 - Microbiology: 7176
 - Mycology: 138
 - Virology: 2442
- Associations 182

Grand total E-mail addresses available: **111,544**

The mailing list was **tested mid-June 2012** with a “Mark your Calendar” message (Some email addresses may be obsolete).

Visibility and promotion at Other Related Meetings in 2012 (winter/summer 2012):

- SGM Spring Conference (March 26-29, 2012) – Dublin, Ireland: Inserts in delegate bags
- 22nd European Congress of Clinical Microbiology and Infectious Diseases (March 31-April 3) – London, UK : distribution of flyers
- Symposium for 10th Anniversary Biotech City (May 2-3) – Laval, Québec, Canada - roll-up display and flyers
- 11th International Symposium on Neurovirology (May 29 - June 1) - New York City, USA: information was put in newsletter in March/April and sent to their members
- 18th Congress of the International Society of Human and Animal Mycology (June 11-15) – Berlin, Germany : Powerpoint slide
- Society of Applied Microbiology Summer Conference (July 2-5) – Edinburg, Scotland : inserts in delegate bags
- ASM 2012 – Annual Meeting of the American Society for Microbiology (June 16-19) - San Francisco, USA: half-page color ad, presence
- CSM 2012 – Annual Meeting of the Canadian Society of Microbiologists (June 20-23) - Vancouver, Canada: flyers, presence
- ASV 2012 – 31st Annual Meeting of American Society for Virology (July 21-25) - Madison, USA : inserts in delegate bags

IDEAS WELCOME !

Website (www.montrealiums2014.org) Over 21,000 visits so far - Continuously updated

Facebook Page - Continuous promotion

E-mails were sent to approximately 200 societies to advertise IUMS 2014 Congresses. IUMS 2014 is listed on 40 websites so far, obviously including CSM.

CSM Council members are expected to help with the promotion of IUMS 2014.

Presentation made to IUMS Executive Board members

(<http://www.iums.org/index.php/executive-board>) on May 5-6, 2012 (by Pierre Talbot, Vice-president IUMS 2011-2014), followed by on-site visit.

Scientific Program

Chairs (IUMS division vice-chairs) and vice-chairs (chairs NOC) of IUMS 2014 Scientific Program Committees (SPC) of the three congresses met in Montreal **May 7, 2012**, starting with a plenary meeting chaired by Pierre Talbot meant to initiate work on the scientific program for the three congresses with some common guidelines, taking advantage of the fact that three congresses are held simultaneously. Discussions at this plenary meeting were on the basis of proposals made by The National Organizing Committee (NOC).

Discussions held at the plenary meeting led to the following action items.

The general aim for IUMS 2014 is to include **basic, applied, industrial and clinical** microbiology, which will make the 2014 congresses distinct from past ones.

Interdisciplinary Bridging Sessions (13:00 – 14:30) with relevant topics for those sessions and potential speakers who will be invited to talk on the following 4 themes (1 per day):

- 1) Emerging infectious diseases and zoonoses
- 2) Host-pathogen and host-cell interactions
- 3) Vaccines and anti-microbials
- 4) Microbiome, metagenomics, microbial diversity

Each congress would have at least one keynote speaker each morning for a total of 15 keynote speakers (five 08:30 – 09:30 slots).

Based on past attendance figures, it is expected that each congress will have these approximate number of parallel sessions (10:00-11:00, 14:30-15:30, 16:00-17:00):

- Virology: 10
- BAM: 5-10
- Mycology: 2-3

CSM student competitions : Monday and Tuesday (17:00-18 :30)

CSM Award lectures : Wednesday (17:00-18:30)

Poster Sessions

- Posters will remain mounted for 2 days with one set on Monday / Tuesday and another one on Wednesday / Thursday.
- Poster sessions will be allocated two hours each day (11:00-13:00 slots).
- Authors of posters will be required to be present at their poster for one hour at lunch time, depending on the poster board number being even or odd.

International Network of Pasteur Institutes (RIIP)

- Will hold its annual meeting in 2014 in Montréal, in conjunction with IUMS 2014.
- There are usually 300-400 participants for that meeting. It is proposed that it be held as a thematic session preferably on the last day of IUMS 2014. It would be open to all congresses participants.
- There is the possibility that RIIP sponsors IUMS 2014. This session will help with visibility in many countries and could bring distinguished speakers. It could also draw clinicians and epidemiologists to IUMS 2014.
- A meeting of the RIIP directors will take place right after IUMS 2014 in Montréal.

Program at a glance (as of May 2012)

IUMS 2014	Sunday July 27	Monday July 28	Tuesday July 29	Wednesday July 30	Thursday July 31	Friday August 1
07:30		Poster Set-up		Poster Set-up		
08:30 – 09:30		Sessions	Sessions	Sessions	Sessions	Sessions
09:30 – 10:00		Health Break	Health Break	Health Break	Health Break	Health Break
10:00 – 11:00		Sessions	Sessions	Sessions	Sessions	Sessions
11:00 – 13:00		Lunch & Poster Session	Lunch & Poster Session	Lunch & Poster Session	Lunch & Poster Session	Closing ceremony & Lunch
13:00 – 14:30		Bridging Session	Bridging Session	Bridging Session	Bridging Session	
14:30 – 15:30		Sessions	Sessions	Sessions	Sessions	
15:30 -16:00		Coffee Break	Coffee Break	Coffee Break	Coffee Break	
16:00 – 17:00		Sessions	Sessions	Sessions	Sessions	

17:00 – 18:00	Opening Ceremony					
18:30			Poster Removal		Poster Removal	
18:00 – 19:00	Opening Scientific Lecture					
18:00 – 19:30		CSM Student Competition	CSM Student Competition	CSM Award Lectures	Fun Night	
19:00 – 21:00	Welcome Reception					

Fundraising

- A strategy has been developed
- Sponsorship Prospectus drafted: awaiting to get a better idea of how much big companies are ready to sponsor
- Potential major sponsors identified and initial contacts made
- List of Potential Sponsors compiled with NOC committee member identified for contacting them
- NOC Committee members have started contacting personal contacts: in many cases the headquarters must be approached for international events
- List of potential exhibitors with contacts has been developed
- NOC Fundraising Committee is being expanded with community leaders
- **Any help or contacts provided by CSM Council members would be appreciated**

9. Meetings, Conferences and Workshops

e) Future Conferences – Russell Hynes

Dr. Takuji (Tak) Tanaka, Department of Food and Bioproduct Sciences, University of Saskatchewan, has taken over the duties of Chairperson for Meetings, Conferences and Workshops. takuji.tanaka@usask.ca

The sites for the Annual General Meeting for the Canadian Society of Microbiologists have been set through to 2016.

2013 - Carleton University, Ottawa, Ontario, AGM chairperson: Dr. Askhan Golshani
agolshan@connect.carleton.ca

2014 – Montreal in conjunction with the IUMS Conference July 27-August 1.
Pierre Talbot, President of Congresses National Organizing Committee (NOC)

Pierre.Talbot@iaf.inrs.ca

Pierre Belhumeur, Chair of NOC, International Congress of Mycology

Pierre.Belhumeur@umontreal.ca

Charles Dozois, Chair of NOC, International Congress of Bacteriology and Applied Microbiology Charles.Dozois@iaf.inrs.ca

2015 – Laurentian University, Sudbury, Ontario, AGM chairperson: Dr. Mazen Saleh
MSaleh@laurentian.ca

2016 – University of Regina, Regina Saskatchewan, AGM chairperson Dr. Chris Yost,
chris.yost@uregina.ca

I have been approached by individuals willing to host an AGM (dates not set) however below is based on the order of the request.

2017 – University of Guelph, Jianhua (Joshua) Gong joshua.gong@agr.gc.ca, Dr. Ting Zhou, Dr. Sampathkumar (Bala) Balamurugan

2018 – University of Waterloo, Dr. Josh Neufield.

We need volunteers to host CSM-Annual Conference and those interested should contact Dr. Takuji (Tak) Tanaka takuji.tanaka@usask.ca for the CSM Local Organizing Committee Guidelines information package. The CSM Annual Conference provides an excellent opportunity for graduate students to present their work and seek out positions for continuing post-graduate studies or post-doctoral research. Social events and pre or post-meeting excursions provide an excellent opportunity for the local organizing committee to share regional characteristics with delegates and to showcase developments in research from their university.

10. Student Representative Report – Josie Libertucci Graduate Student Representative

This was my first year as student representative for the CSM. I have very much enjoyed my first year on the executive and I look forward to the year to come. This year, I worked on updating the CSM student and faculty representatives list. A handful of universities remain without representatives, so I will have to continue updating this list. In early 2012, I suggested to the executive that the CSM should use twitter as a tool to promote the society and create a network among microbiologists to foster the exchange of ideas. The executive was very enthusiastic about the idea so I went ahead and created an account and wrote up a list of guidelines for using twitter. I do have access to the account and occasionally tweet however Ivan does do most of the tweeting. The twitter feed can also now be found on the website. For the year to come I look forward to working with the executive on continuing to increase student incentives, building graduate student membership and I hope to create a stronger network amongst the graduate students within the society.

11. New Members of the Executive & Council

Charles Dozois	2 nd Vice President
Josh Neufeld	Applied & Environmental Microbiology Section – Vice Chair
Mario Jacques	Infections and Immunity Section – Vice Chair
Marie Elliott	Molecular Genetics and Cellular Microbiology Section – Vice Chair
Martin Chénier	Education and Career Committee
Takuji Tanaka	Meetings, Conferences & Workshops

12. Reports from the Section

a) Applied & Environmental Microbiology (AEM) – Chris Yost

The AEM section received a total of 93 abstracts, 21 abstracts were submitted for the student poster competition. Similar to previous years we had a strong interest from the students for entering the poster competition. Peter Dunfield and myself selected 9 abstracts that were forwarded to Kari Dunfield for the student poster competition. This year we had a particularly large number of abstracts submitted by international scientists. It was difficult to determine if the submitting scientist was planning to attend the conference as the registration deadline follows the abstract deadline. Following discussions with the Russell Hynes (Meetings Secretary), Wafaa Antonious (Secretariat) and Lindsay Eltis (local organizing committee) it was decided that the Russ would send out emails to international scientists stating that abstract acceptance was conditional on their registration for the conference by the registration deadline. In the end, 10 abstracts were rejected based on lack of subsequent registration. It is suggested that a discussion should be held among the Executive and Council on possible solutions to prevent this from occurring in future conferences. My sense is that we will continue to receive an increasing number of abstract submissions that are unlikely to result in a actual attending scientist and to avoid the extra work of vetting these abstracts for future conferences a process be in place that prevents abstract submissions prior to registration.

Following the end of the 2012 General Meeting my term on the CSM council concludes. Peter Dunfield will move into the position of Section Chair. I have enjoyed my interactions with the

CSM executive and other council members over the past 4 years. It has been a most rewarding experience, and I thank Ed Topp and Lyle Whyte for initially recruiting me to the position.

12. Reports from the Section

b) Infections and Immunity (II) – Brian Coombes

The Infection and Immunity section received a considerable number of abstracts for the CSM 2012 meeting, which were judged to be of very high caliber. After this meeting, Samantha Gruenheid (Vice-Chair) will take over as Chair of the Infection and Immunity section as the term of Brian Coombes comes to an end. This leaves a vacant Vice-Chair position. Dr. John Rohde (Dalhousie) has expressed interest in taking on the role of Vice-Chair and thus we would like to nominate him for this position. I look forward to my continued participation in the Society's activities in the years to come and would like to congratulate the 2012 Organizing Committee on what appears to be an outstanding conference lineup.

12. Reports from the Section

c) Molecular Genetics and Cellular Microbiology (MGCM) – Martin Chénier



This year, for the 62nd Annual Conference of the CSM at the University of British-Columbia, 20-23 June 2012, members from the MGCM section will present 55 regular posters and 8 posters in the Student Award Poster Competition (13 abstracts were submitted for this competition, 5 of which were transferred to regular posters), as well as some regular oral presentations during the Section Symposium and 9 oral presentations during the Student Award Symposium Competition. The total number of abstracts reviewed was therefore 64.

13. Reports from Committees

a) Education and Career Committee – Kari Dunfield

For the 2012 competition, there were 44 entries in the poster competition, double the number of entrants from last year. Chairs and Vice-chairs accepted 9 out of 21 of the AE submissions, 8 of 11 of the II submissions, and 7 of 13 of the MC submissions to make up a full set of posters for the competition. One student from AE withdrew from the competition, and two students did not submit pdf's of their posters in time for judging. The extension of the abstract submission by 1 week to May 8, 2012, combined with the deadline of June 1, 2012 for submission of posters was difficult for many students to meet. Therefore, we would suggest that there be at least 1 month in between the acceptance emails and poster submission deadline in future competitions. We would like to thank the chairs and the vice-chairs of each of the sections that carried out all the judging in a timely and efficient manner. In addition to the 6 section judges, there were three judges that will judge the poster presentation during the competition. We would like to thank Dr. Louise Nelson, Dr. John Smit, Dr. Josh Neufeld and Dr. Mario Jacques for volunteering for this role.

The 2012 oral competition preparations are complete. There was a total of 29 students who applied, 8 from AE, 12 from II and 9 from MC. Kari Dunfield, Ann Karen Brassinga and Rafael Garduno judged the extended abstracts and selected 12 for the competition. The judges for the symposium are Dr. Michael Hynes, Dr. Janet MacInnes, and Dr. Michael Murphy. We are grateful for the willingness of these individuals to contribute to the judging process. We

suggest clarifying the eligibility criteria for applicants to include currently enrolled graduate students and post-doctoral fellows who are within one year of receiving the Ph.D. degree.

In 2012 we initiated two new awards evaluated by the Education and Careers committee. There were 3 entries for the six available CSM undergraduate awards. All three students were outstanding and were given an award. No entries were received for the CSM Graduate Ambassador award. We suggest that we consider changing the criteria that the applicants of the Ambassador award “must have been a member of CSM for at least 1 year prior” to “they are required to be a member of CSM”. In order to increase subscription to both new awards we suggest increased advertisement through emails to undergraduate and graduate secretaries in Canadian Universities and CSM University Representatives, and advertising through AUCC. In addition, the original deadline of March 16 was found to be too early for this year, and was extended to April 21 for both awards. The undergraduate awards will be presented to the students or a representative at the awards banquet this year, and we will highlight the new CSM Graduate Ambassador award at the banquet, hoping to increase the awareness of both awards.

Dr. Martin Chenier from McGill has generously volunteered for the Education committee. Dr. Dunfield will be stepping down as Co-Chair this year, as her 3-year term (+ 1 year extension) is complete. Dr. Ann Karen Brassinga and Dr. Rafael Garduno will be Co-Chairs next year. We recommend one additional member of the committee be added this year.

Suggestions

Role of the CSM Executive, LOC and Education and Careers committee on securing funding for student competition awards needs to be clarified. We would suggest that raising funds and decisions related to number and amount of awards that are part of the CSM organized student competition fall to the CSM Executive or a designate.

As the Education and Careers committee responsibilities have increased with the addition of new awards, we would suggest that the role of the members of the committee be clarified, and a regular conference call be set up in order to communicate within the committee. One representative should continue to participate in monthly CSM conference calls.

We also suggest to include a symposium (invited or competition) for post-doctoral fellows in future conferences.

13. Reports from Committees

b) Awards Report

i) CSM Murray Award for Career Achievement Ivan Oresnik

I would like to thank the members of the Murray Award committee for their deliberations. The second winner of the Murray Award for Career Achievement is Eric Brown from McMaster. Eric was one of three very strong candidates that was nominated for this award.

13. Reports from Committees

b) Awards Report

ii) Fisher Scientific Award Committee Ed Topp, Chair

The 2012 Fisher Award winner is Brian Coombes, McMaster University. Only one nomination was received, and Brian's application was judged by all committee members to be truly outstanding and meritorious of this honour. The Award Review Committee is comprised of three members of the CSM Council (Past-President, Meetings Secretary, Education Committee Chairperson) and two Editors of the Canadian Journal of Microbiology. The award consists of a cheque in the amount of \$1,500.00 and an inscribed award scroll. Brian will give a talk at the CSM 62nd Annual Conference, University of British Columbia, Vancouver, BC. He will also submit an overview paper for publication in the CJM. The talk title is "Regulatory Evolution at the Host-Pathogen Interface" and is scheduled for Thursday, June 21, 2012 at 8:45 AM.

13. Reports from Committees

b) Awards Report

ii) Armand Frappier Outstanding Student Award

This year the Cangene did not renew its sponsorship for the Gold Award. The executive decided to change the award to honour one of its founding members-Armand Frappier. Armand Frappier was also inducted into the Canadian Medical Hall of Fame this year. The Frappier family was happy that the name would be used for an award. Five graduate students were nominated for the prize. The winner of the first Armand Frappier Outstanding Student Award was Elena Breidenstein from the University of British Columbia. Elena has been working toward her PhD in Bob Hancock's lab. The award continues to be a gold coin from the Canadian Mint.

14. Reports from Representatives to outside organizations

a) Canadian Journal of Microbiology, 2011/12 J. Germida, H. Deneer, Co-Editors

- This marks our second year after transitioning from the public-sector NRC Research Press to the not-for-profit Canadian Science Publishing (CSP) as our publisher. An overview of CSP operations and some on-going and future initiatives is included below. Of particular note is CSP's interest in entering into collaborative agreements with Canadian scientific societies through sponsorship and awards programs.

- The CJM and CSP were pleased to sponsor the CSM Murray Award presented to Dr. George Chaconas during the 2011 CSM meeting in St. John's and will sponsor the 2012 award in Vancouver as well. A review paper based on Dr. Chaconas' award lecture was published in the CJM in March, 2012. In addition, we published manuscripts based on the two other major CSM award lectures (the 2011 Cangene and Fisher awards) in the March 2012 issue of the Journal. We feel this initiative has been highly successful as evidenced by the fact that the two manuscripts based on the 2010 Award lectures presented by Michael Surette and Lindsay Eltis were the second and third most accessed CJM papers in 2011. We will again request that the 2012 award winners prepare manuscripts for publication in the CJM.

- Electronic access to the Journal continues to increase – for example, full-text downloads (HTML and PDF) of published manuscripts increased by 20% over the past year alone. In addition, readership data reflects the truly international reach of the Journal – our readership base extends to over 175 countries (see Figure 1 below), with the majority located in the USA, Asia, and Canada.
- We continue to receive a very high number of submissions (over 800 in 2011), the majority from non-North American authors. Unfortunately many are of poor quality (our overall rejection rate stands at about 75%) and this creates a significant workload for the Editorial Board. The CSP is aware of this concern and will be working with us to explore ways of attracting more manuscripts that are of higher quality.
- We welcomed a new Associate Editor – Dr. Kari Dunfield of the University of Guelph – to the Editorial Board.

Canadian Science Publishing News Canadian Journal of Microbiology

May 2012

NRC Research has successfully transitioned from a government operation into a not-for-profit company named **Canadian Science Publishing (CSP)**. As an employee-led company, CSP will continue to provide high-quality, peer-reviewed journals and publishing services and will deliver these services using the same successful format of the NRC Research Press cost-recovery program. CSP is committed to publishing and providing services in English and French and maintaining its mission to support Canadian researchers and their communities in disseminating their research worldwide through the provision of world-class, Canadian-based, advanced scientific and technical scholarly publishing services. In addition, NRC has allowed CSP to continue using its familiar brand name “NRC Research Press” for the publication of its journals.

As a private company, CSP is now able to manage its publishing activities with more flexibility and explore more opportunities to meet the challenges of scholarly publishing worldwide. In an effort to connect and communicate more directly and consistently with its stakeholders from the scholarly publishing community, CSP has added a Board of Governance, which will draw its members from scientific societies, research and librarian communities, granting agencies, and NRC.

The staff and management of CSP look forward to continuing to publish and deliver high-quality, peer-reviewed scientific and technical scholarly journals and thriving as a viable and respected leader in the Canadian and international scientific publishing community.

Advantages of Privatization

Being a not-for-profit corporate environment offers many advantages over remaining in an increasingly restrictive government setting. Some of these advantages include:

- promotion of unique, newsworthy science and authors to the general public allowing broader recognition of our content;
- promotion of the journals through sponsorships and national award programs;
- use of new technologies to target key researchers for submissions; and the

- ability to introduce new products and services.

Canadian Science Publishing Board and Membership

The current Board of Governance consists of members who demonstrate the diversity of the stakeholder communities in the field of scholarly publishing. At this time, the board includes:

- David F. Strong, Ph.D., D.Sc., LL.D., F.R.S.C. (Chair)
- Ken Davey, Ph.D. (Cantab.), O.C., F.R.S.C. (Vice-Chair)
- Samuel Gubins, Ph.D.
- John P. Smol, Ph.D., Ph.D. (hc), LL.D. (hc), F.R.S.C.
- John Teskey
- Bruce Dancik, Ph.D.

The biographies of the board members can be found on the CSP website (<http://www.nrcresearchpress.com/page/about/csp/organization/board#DStrong>)

Not-for-profit corporations also have members. The current members of CSP are the 15 NRC Research Press journals, as each is considered to be an organization, and are represented by either the Editors or their designate. Invitations for membership have also been sent to various scientific societies and major library associations in Canada also received invitation for membership.

Accomplishments since Privatization

Canadian Science Publishing has successfully established systems and services to support human resources, finance, production, and the website, such as the following:

- a new visual identity program for all of our services featuring a new NRC Research Press logo plus a CSP logo;
- a new very competitive NRC Research Press website hosted by Atypon, an external third party specializing in scholarly journals;
- a new world-class submission and peer review system hosted by ScholarOne (part of the Thomson Reuters Group);
- a new financial system addressing the needs of a private-sector publishing operation;
- an agreement with Canadian Research Knowledge Network (the Canadian universities purchasing consortia) to ensure that all universities with science programs have access to NRC Research Press journals; and
- a new initiative to increase the impact and reputation of our journals, including a review of our exhibits program, promotion of agreements with Canadian societies, and promotion of our journals through sponsorships and awards programs.

New Projects

The following projects are either recently completed or underway.

iThenticate: *iThenticate*, a well-known plagiarism detection and prevention technology, was purchased and made available to Editors in early 2012. iThenticate helps ensure the originality of written work before publication by comparing manuscripts against its comparison database, which includes more than 20 billion web pages and more than 116 million content items.

RP Mobile: RP Mobile was launched on 3 April 2012. It enables users to access streamlined NRC Research Press scientific content using their Apple, Android, or Blackberry mobile device. With RP Mobile, users can browse and search all NRC Research Press journal and book content; access all journal content (personal or institutional subscription required); add

articles or journal titles to Favorites for quick access; download accessed articles for offline reading; and view and search references.

A New Open Access Journal: A business case is currently being developed for the launch of a new open access journal.

Translations of Instructions to Authors: A project is underway to translate instructions to authors into Chinese, Spanish, and Portuguese for a few journals, but we do not plan to do this for all of the journals at this point. We are not planning a direct translation of the existing instructions to authors, but rather the translation of a more focused document that deals with problems specific to foreign authors. There are 3 main objectives of this project:

- To attract papers capturing the quality research being produced in nations where science output is increasing and where authors do not have a good command of English
- To reduce the burden on the editors, their boards, and referees by
 - helping non-English-speaking authors improve their submitted manuscript so that the journals' submission criteria are met and the English is clear enough to be easily understood during the review process
 - reducing the number of papers from non-English-speaking authors that do not match the scope of the journal to which they have been submitted
- To ensure the translated documents are readily available to the target audience.

Press Releases

CSP as a not-for-profit incorporation now has the freedom to publish press releases. If you are handling a paper that you believe is press worthy, please inform the Editorial Assistant and she will let CSP know. If CSP determines that the content is of interest to the general public, a press release will be prepared and distributed to various media contacts.

Social Media

Many publishers are using social media to communicate and create a “buzz” with their researchers and other communities. In an effort to stay in the loop, we have developed and initiated a plan to increase the company’s presence on major social media outlets such as Facebook and Twitter. Social media offers CSP an opportunity to increase awareness of the journals among a younger generation of researchers. We can also use it to monitor trends and to participate in conversations within the science community.

CSP is currently active on Facebook with a community page for NRC Research Press and one for each of the journals. Here, links to published articles, news and other items of interest to our readers are posted on a regular basis. Similar items are shared on Twitter.

Our social media initiative is lead by a community manager, Jenny Ryan (@JRyanCSP; jenny.ryan@nrcresearchpress.com), who curates content and coordinates messaging. She is available to provide advice and guidance in using social networks. All are welcome to participate. If you are active on social networks (Facebook or Twitter) please visit <http://www.facebook.com/NRCResearchPress> or follow @cdnsiencepub. You can find the Canadian Journal of Microbiology on Facebook at <http://www.facebook.com/pages/Canadian-Journal-of-Microbiology/303037609721812>.

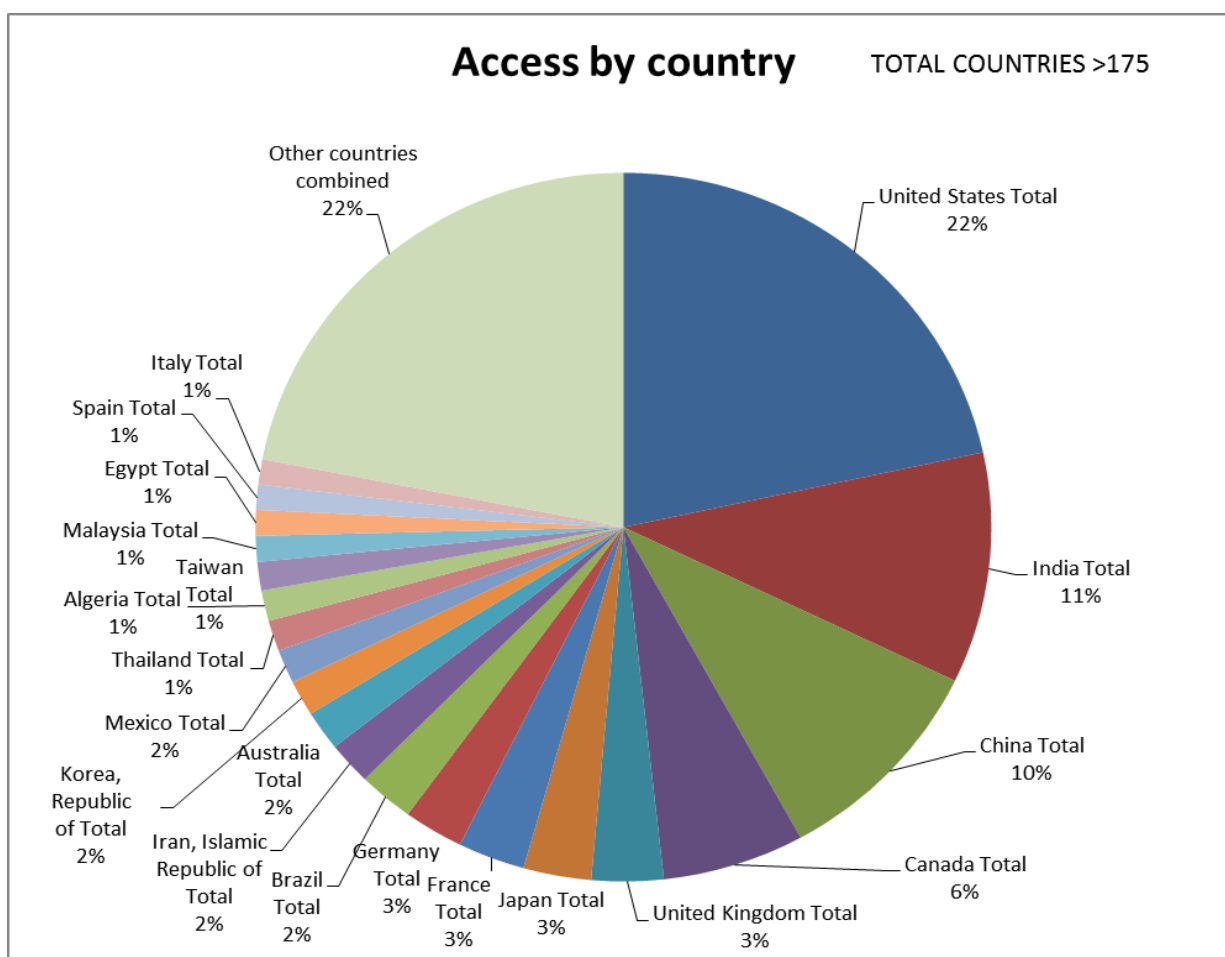
New Website Hosted by Atypon

CSP launched its new website (www.nrcresearchpress.com) on 1 April 2011. Partnering with Atypon, a worldwide leader in the digital content industry, CSP now offers users a website packed with features and functionality. It was designed to appeal to researchers, editors, authors, librarians, students, societies, and anyone with an interest in leading scientific research. Registered users can create a personalized home page where they can choose from a variety of options to give them the utmost flexibility and ease of use. Users can save and schedule favourite searches, highlight favourite journals and articles, download citations, sign up for e-alerts, and post links on a variety of social networking sites. The website also tracks articles viewed by a user and recommends other articles that might be of interest based on what others have read. To see these and many additional new features, visit www.nrcresearchpress.com.

ScholarOne

In partnership with Thomson Reuters' ScholarOne Manuscripts, CSP implemented a new peer-review system in April 2011. ScholarOne Manuscripts offers authors, reviewers, journal editors, and editorial assistants a user-friendly online interface for managing the workflow of manuscripts from submission to acceptance. In making the change to ScholarOne Manuscripts, CSP joins some of the world's most prestigious journals, societies, associations, and university presses, including the Royal Society of Chemistry, BMJ, and the New England Journal of Medicine.

Figure 1



14. Reports from Representatives to outside organizations

b) International Union of Microbiological Societies Representative Eric B. Carstens

The International Union of Microbiological Societies ([IUMS](http://www.iums.org)) is one of the 29 Scientific Unions of the International Council of Scientific Unions ([ICSU](http://www.icsu.org)). IUMS consists of three Divisions: Bacteriology and Applied Microbiology, Mycology and Virology. Within these Divisions are 6 Committees, 9 Commissions and 2 Federations (COMCOFs), under which are subgroups consisting of working groups concerned with bacteriological, mycological and virological research. IUMS acts as an umbrella organization for these scientific research activities. The International Union of Microbiological Societies was founded in 1927 as the International Society for Microbiology. It's first President was Nobel Laureate and Director of the Pasteur Institute in Brussels (Belgium), Jules Bordet. The first International Congress for Microbiology was held in Paris in 1930. At the time of the 10th International Congress of Microbiology held in Mexico in 1970, the Executive Committee decided to create three sections covering the fields of Bacteriology, Virology and Mycology. Subsequently these sections became three separate divisions of IUMS possessing complete autonomy in the conduct of their affairs and the organization of their International Congresses. Complete information about IUMS may be found on its updated web site (<http://www.iums.org/index.php/home>). The CSM is a full member of IUMS.

The IUMS congresses were held last year in Sapporo, Japan as follows:

XIII International Congress of Bacteriology and Applied Microbiology 6-10 September 2011

XIII International Congress of Mycology 6-10 September 2011

XV International Congress of Virology 11-16 September 2011

Due to my commitments to Chairing the International Committee on Taxonomy of Viruses, I was unable to attend the IUMS General Assembly in Sapporo. However, I can report that Dr. Pierre Talbot was elected as one of two IUMS Vice-Presidents. Dr. Talbot also provided an update to the IUMS Congresses that will be held in Montreal, Canada from July 27 to August 1, 2014. These congresses were heavily promoted in Sapporo, and it can be anticipated that they will be very well attended as a result.

The results of the elections are as follows:

President: Geoffrey L. Smith (UK)

President-Elect: Yuan Kun Lee (Singapore)

Secretary General: Robert A. Samson (Holland)

Treasurer: Helmut Fickenscher (Germany)

Vice-Presidents: Pierre Talbot (Canada) and Steve Lerner (USA).

Members at Large: Sang-Ki Rhee (Korea) and Victor Romanowski (Argentina)

14. Reports from Representatives to outside organizations

c) International Committee on Taxonomy of Viruses – Peter Krell

Report on the International Committee on Taxonomy of Viruses (ICTV) 2011/2012

Since my mandate with the CSM/SCM is as the national representative of Canada to the ICTV, I will restrict my discussion in that context. I have also been re elected for my last 3 year term to the ICTV executive (which is independent of the national representatives) which goes beyond this mandate but will discuss that for information only.

National Representative of Canada on the ICTV

My mandate as National Representative of Canada was extended for another three year term by the CSM/SCM executive prior to their meeting in Newfoundland and was effective at the conclusion of the September Meeting of the ICTV in Sapporo Japan. However I will relinquish that position in 1914 at the conclusion of the IUMS meeting in Montreal Aug 01.

The ICTV consists of an executive committee and the national representatives and is responsible for maintaining order amid chaos in the naming and taxonomy of viruses at the international level. The minimal taxonomic designation for all viruses is Species, Genus and Family, however the taxa Subfamilies (below Family) and Order (above Family) exist for some. The ICTV is responsible for receiving, evaluating and accepting (or not) proposals of a taxonomic nature in virology. These could be simple suggestions such as creating a new species in already existing higher taxa (genus, subfamily, family, order), or creating new Genera, Subfamilies (rare), Families and even Orders (also rare).

The national representatives meet as part of the ICTV once in every three years, in conjunction with the International Congress of Virology (part of the International Union of Microbiological Societies, IUMS). Thus the position of the National Representative is not that onerous, requiring only that s/he attend the ICV and vote at the ICTV meetings. The most recent meeting was in Sapporo, Japan, September 11 to 16, 2012 and the next ICTV meeting will be in Montréal Québec Jul 27 to Aug 1, 2014. During the ICTV meeting in Sapporo, in addition to voting on taxonomic proposals, the ICTV also further discussed the 9th Edition of the ICTV “Virus Taxonomy” since the 8th report (2005) has become outdated. Options included a print version, a Web Version or a combination. The ICTV executive recommended that we continue with Elsevier, the publisher of the 8th report. The 9th report is now available in print form and sections can be downloaded as pdf files for a fee.

Member of the ICTV Executive

I continue to serve on the ICTV executive, which is beyond the purview of the CSM/SCM. However, serving as both the National Representative of Canada on the International Committee on Taxonomy of Viruses (ICTV) and as Chair of the Invertebrate Virus Subcommittee (and thus one of the 18 members of the ICTV Executive), I have deeper insight than other National Representatives so I can better appreciate the inner workings (and frustrations) of the ICTV.

The ICTV has an 18 member ICTV executive and meets yearly. It consists of the President, Vice President, Proposals Secretary and Meetings Secretary as well as Chairs of 6 different Virus Subcommittees and 8 elected members (link at <http://www.ictvonline.org>).

In addition to the President, Eric Carstens (Queens University) and Peter Krell (University of Guelph) two other Canadian Virologists also served as “elected members” on the ICTV executive at the 2011 meeting. These were H  l  ne Sanfa  on (AAFC in Summerland BC) who was re elected to a second three year term and Curtis Suttle (University of British Columbia) who stepped down after this meeting. These are normally three year positions, renewable once only for a second three years. This brought to four (of 18), the number of Canadian virologists on the ICTV executive.

At the 2011 meeting of the ICTV Peter Krell was “re-elected” as the Chair of the Invertebrate Virus Subcommittee of the ICTV executive (one of 6 subcommittees) following his position for the last two years of a three year mandate (taking over from the previous Chair who chose to resign his position). Each subcommittee is responsible for all viral taxonomic issues coming from the various Study Groups within its purview, or from individuals bypassing the study groups. The ICTV executive meets annually, and during the ICV meeting meets ahead of the ICTV to prepare for discussions and voting of the ICTV as a whole. The last meeting of the ICTV Executive was in Sapporo Japan, September 9 to 11, 2012, hosted by Keizo Nagasaki (Hiroshima), a few months after the Tsunami hit Japan. As the ICTV has limited funds they can afford to cover costs for only accommodations. Luckily for the Japan meeting I was able to combine that with a visit to colleagues in Tokyo where I gave an invited talk and participation at the ICV meeting. The meeting this year will be held in Brussels, Belgium in July 22-25, hosted by Robert Lavigne (a bacteriophage person) in Leuven, Belgium, again largely on my own dime (or more accurately euro cents)

Other than dealing with numerous taxonomic proposals at the 2011 meeting, a large part of the discussions centered on the 9th Report of the International Committee on Taxonomy of Viruses including the collating, review and proofing of chapters for the 87 virus families (yes I counted them) currently recognized by the ICTV. An ongoing conundrum for the ICTV (and the virology community) is the lack of coordination between Genbank in entering proper taxonomic information to accompany viral DNA sequences and the approved ICTV taxonomy. We now have a liaison person, Dr. Elliot Lefkovitz, Chair of the Virus Data Subcommittee, to better connect Genbank data with ICTV approved viral taxonomy. Through his efforts this year, Dr. Yiming Bao from NIH and representing Genbank attended our meeting. He also introduced a free program called PASC (PairWise Sequence Comparison) which could be used to differentiate different levels of taxa at the genome level (at <http://preview.ncbi.nlm.nih.gov/sutils/pasc/viridty.cgi>)

Another problem is that many virology authors do not bother with the proper taxonomy when they publish their virus research and simply enter what they think is the appropriate one (not particularly useful if different viruses end up with the same name, or different names are used for the same virus). Editors of Virology Journals are, for the most part encouraging that ICTV taxonomy should be used.

Action CSM/SCM Executive:

As this is Peter Krell's last term on the ICTV as National Representative, the CSM/SCM should begin considering a replacement to be in place in time for the July 2014 meeting in Montreal.

14. Reports from Representatives to outside organizations

d) Biological & Chemical Defense Review Committee of DND – Julia Foght

I am happy to report to the CSM on the activities of the Biological and Chemical Defence Review Committee (BCDRC), which comprises Dr. Sheldon Roth (UCalgary, toxicologist and committee Chair), Dr. Pierre Potvin (YorkU, chemistry) and Dr. Julia Foght (UAlberta, microbiologist). The Executive Officer is Brigadier General (ret'd) James Selbie.

In 2011 BCDRC launched a bilingual, arm's-length website documenting its activities, reports and recommendations. Previously the Committee's website had been hosted by and linked to the Canadian Forces (CF) website, but the Committee felt that this linkage could be misconstrued by the public and so decided to establish an independent web presence. The new website is at <http://www.bcdrc.ca/> where the Committee's Annual Reports to the public can be found.

In 2011 the BCDRC completed two rounds of visits to DND establishments and other institutions involved in biological and/or chemical defence research. The first visit (May 2-6) comprised a briefing (May 2-3) in Halifax-Dartmouth NS on Maritime Command BCD doctrine, tactics, procedures, equipment and training. This included a tour of HMCS Toronto and discussion of the ship's stand-off biological and chemical agent detection systems and monitoring procedures. The Committee also visited and toured the CF School of Maritime Engineering's Damage Control Division and discussed interaction of CF personnel with civilian first responders in training exercises in the Halifax-Dartmouth area. We also visited the training facility (the 'gas hut') where CF personnel are trained in use of personal protective equipment and personal decontamination procedures.

On May 4 the Committee visited 1 Cdn Field Hospital in Petawawa ON and discussed procedures for performing triage and operations in the field under chemical or biological warfare conditions. In Petawawa we also toured the Central Medical Equipment Depot and were briefed on current protocols for procurement, requisition, storage and distribution of medical counter-measures for biological and chemical warfare (BCW).

In Kingston ON (May 5) the Committee toured RMC laboratories and testing facilities for personal protective equipment development, and were apprised of research conducted by the Defence and Security Research Institute (DSRI) in collaboration with RMC staff, as well as environmental analysis relating to biological, chemical and radiological defence research.

In Ottawa ON (May 6) the Committee received its annual briefings, including individual meetings with the Chief of Defence Intelligence regarding current assessments of biological and chemical warfare threats; the Chief of Force Development; Canadian Forces Health Services Group Headquarters; Department of Foreign Affairs and International Trade; and Defence Research & Development Canada (corporate office) for specific presentations on

research activities, budget priorities, warfare threat medical countermeasures and licencing of medical countermeasures by Health Canada.

On the second trip the Committee conducted its routine visit and inspections at Defence Research and Development Canada - Suffield Research Centre (DRDC Suffield) on May 27-29. This included presentations by the Director General of DRDC Suffield, a summary of live agent training events at the Counter-Terrorism Technology Centre (CTTC), review of the Organisation for the Prohibition of Chemical Weapons (OPCW) Final Inspection Report arising from the OPCW's routine verification inspection of the Canadian National Single Small-Scale Facility at DRDC Suffield on 12-13 January 2011. The BCDRC also visited the Good Laboratory Practice (GLP)-compliant laboratory, toured the Mobile Chemical Laboratory and the mobile All Hazards Triage Facility, received briefings on selected contracted research and in-house research on BCW countermeasures, among numerous other briefings. The Committee conducted its verification inspection of biological, viral and toxin holdings, inspected records of incineration of old stocks, and commented on inventory procedures.

In addition to the CF site visits, the Executive Officer undertook training by attending the Senior Officer Chemical, Biological, Radiological and Nuclear (CBRN) Defence Course.

During its 2011 visits the Committee was satisfied that the CF is maintaining a policy of purely defensive research in biological and chemical warfare countermeasures and training; that such research is compliant with Canada's obligations as a signatory state to the Biological Weapons Convention and Chemical Weapons Convention; and that such research does not pose a threat to public safety or the environment. In the course of its visits the Committee made observations that led to recommendations included in the Annual Report on the BCDRC website.

The BCDRC continues to serve the Canadian public well by constituting an independent panel of experts able to assimilate highly technical briefings, make informed observations, ask appropriate questions and provide knowledgeable feedback to the CF personnel and units that we visit. I am proud to be associated with this professional, competent and vigilant Committee and to represent the Canadian Society of Microbiologists as a BCDRC member.

14. Reports from Representatives to outside organizations

e) ASM International Membership Committee and Ambassador to Canada – Peter Krell

The ASM Ambassador to Canada is not a position sanctioned by the CSM/SCM, however they have a vested interest in being involved with the selection. Nevertheless the selection of the first ASM Ambassador to Canada, was facilitated by the CSM/SCM in 2007. Peter Krell agreed to assume this position following his position as Past President of CSM/SCM. At their 2011 meeting the CSM/SCM supported his continued role as ASM Ambassador to Canada for the next three years. The position is within the ASM administration and the role of the ASM Ambassador is essentially to alert microbiologists in their jurisdiction to be aware of the ASM, its international outreach programs and to recruit foreign microbiologists to become members of the ASM. To facilitate this, the ASM provides an annual budget, approved by the ASM, for recruitment purposes, which could include travel costs and advertising. Over the past year I have been only partially successful in convincing the ASM International program that the best approach to recruit new members is to alert the youngest microbiologists about the ASM and to encourage them to join and the best advertisement for ASM is for them to sponsor student awards.

I was once again able to secure ASM funding for one oral presentation award and one poster presentation award for the 2011 CSM/SCM meeting in Saint John's Newfoundland. Each award consisted of a \$20 one year student membership in the ASM, a \$100 ASM Bookstore voucher, a commemorative framed certificate (\$30 value) and a \$350 cash award (a total of \$500 each). Thus I was able to increase the cash award from last year by \$100 to bring the total award to \$500, in keeping with our other prestigious CSM/SCM student awards (after I pointed out that the ASM award was the lowest value of our student awards). This argument did not bear fruit for the Vancouver meeting. I was allowed to present these awards at the President's banquet and to make a pitch for the ASM.

In return for sponsoring these awards, I agreed to provide ASM promotional material at the 2011 meeting and herald the ASM wherever possible, at least during the banquet. The ASM very much appreciated that I was allowed to hang an ASM poster near the reception area along with some promotional material outlining their various programs.

The 2011 ASM Symposium Award (of 12 students in the competition) was presented to Michael Preston, University of Toronto at Mississauga on "Disparate decomposer communities across peatland types exhibit functional redundancy".

The ASM Poster Award (of 22 students in the competition) was won by Sidik Saima from Dalhousie University for her poster on "Identifying targets of E3 ubiquitin ligases from *Shigella*".

Unfortunately, and citing financial difficulties, ASM reduced its student awards for the 2012 meeting in Vancouver to a one poster award consisting of a one year student membership in the ASM, a \$200 voucher for the ASM bookstore and a commemorative framed certificate to accompany the award. They also indicated that approval of future awards would be on a competitive basis based on proposals of all ASM Ambassadors around the world.

The ASM decided to change the governance for ASM Ambassador and began this year with the first year of a three year term (one year after I agreed to serve another term). I would have had to apply for that to continue on. Since this would have extended my term to four years, I formally submitted my resignation to ASM effective July 2012. To aid the ASM in choosing another ASM Ambassador to Canada I contacted the executive of numerous societies, including the CSM/SCM, dealing with Microbiology in Canada to post relevant information on their websites. Information for the process of nominating ASM Ambassadors is available at <http://www.asm.org/index.php/international/asm-ambassador-guidelines.html?title=ASM+Ambassador+Guidelines>

I regarded my work as the ASM Ambassador to Canada as being complementary to my relationship with the CSM/SCM. ASM really does have an international outreach and is very much interested in training and capacity building in developing countries. On a global basis, I think this is important and only a society as large and committed as the ASM can do this. Although it is an "American" society, the ASM tries to speak with one voice on global issues of importance to all microbiologists and has the professional reputation to be listened to. As such it can also speak for Canadian Microbiologists on issues of mutual interest and agreement. The benefit with respect to sponsorship of presentation awards (which Ambassadors to other countries have also picked up on) certainly benefits our own students, as does much of the ASM educational materials benefit our instructors and students.

Although the ASM Ambassador is an official ASM position and could be held by any Microbiologist in Canada, I feel that it is in the best interests of the CSM-SCM (and ASM) that the ASM Ambassador come from within our ranks (e.g. a former Past President) and to submit suitable nominations to replace me.

Action CSM/SCM Executive:

Informing the membership of the vacancy for the ASM Ambassador to Canada and call for nominations. I understand that Trevor Charles has been nominated (but that has not yet been received by Todd Peterson of the ASM at tpeterson@asmusa.org). Microbiologists outside of the CSM/SCM are also eligible for nomination, so this is not a particular responsibility of the CSM/SCM