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C/O Mrs. Wafaa H. Antonious
Rofail Conference and Management Services
17 Dossetter Way
Ottawa, ON K1G 4S3

Tel: 613 421 7229 Fax: 613 421 9811
E-mail: info@csm-scm.org
www.csm-scm.org

**CSM-SCM Annual General Meeting
Wednesday, June 19, 2013
1:30- 2:30 PM
Carleton University
River Building – River Theatre
Meeting Agenda**

1. Introduction of CSM Exec.
2. Approval of the Agenda
3. Approval of minutes from University British Columbia AGM of the 62nd CSM, June 22, 2012.
4. Secretary Treasurer's report.
 - a) 2013 Budget
 - b) Financial Statement – Audited by: Andrea Poole, CA
 - c) Membership Report
 - d) Website Report
 - e) Signing Authority
5. New Members of the Executive & Council
6. Membership fee structure
7. President's report.
8. Past President's report
9. 1st Vice President's report
10. Meetings Secretary's report.
11. Graduate Student representative's report.

12. Meetings Conferences and Workshops.
 - a) Report on 2012 conference.
 - b) Report on 2013 conference.
 - c) Report on 2014 conference.
 - d) Report on 2012 AMR Workshop
 - e) Future meetings.

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

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

15. Reports from representatives.
 - a) CJM
 - b) IUMS
 - c) ICTV
 - d) BCDRCC
 - e) ASM Ambassadors to Canada.

16. Other business.

Minutes:

Attendance: Ayush Kumar, Julian Davies, Alexander Hynes, Pierre Talbot, Peter Krell, Michael Hynes, Ivan Oresnik, Daniel Dubreuil, Trevor Charles, Ann Karen Brassinga, Chris Yost, Takuji Tanaka, Charles Dozois, Andrew Lang, Ed Topp, Josh Neufeld, Samantha Gruinheid, Guylaine Talbot, Mario Jacques, Nik Thomas, Kapil Tahlan, Nancy Martin, Deborah Court, Wafaa Antonious, Rahat Zaheer, Martin Chenier, Richard Villemur

1. Introduction of CSM Executive

Nancy Martin, CSM President called the meeting to order, and introduced the members of the Executive who are participating in person.

2. Approval of Agenda

Motion: Peter Krell made a motion to approve the agenda, seconded by Pierre Talbot, all in favour, agenda approved.

Richard Villemur requested to add to the agenda ISME 2016 under future conferences.

3. Approval of 62nd AGM Minutes, British Columbia, June 22, 2012.

Julian Davies made a motion to approve the 2012 AGM Minutes, seconded by Deborah Court, all in favour, minutes approved.

4. Secretary Treasurer's report

a) 2013 Budget - Attached

Ayush Kumar stated that the numbers of the 2012 estimated budget are close to the 2012 Audited column. He commented that Wafaa Antonious, CSM Secretariat, did a good job in estimating the budget. The other good news is that CSM is in good financial position. Ed Topp organized an AMR Workshop in 2012 and the balance of the funds will be exhausted in 2013 through the EDAR SS.

A question about the website cost was raised as it is showing \$8,350 in 2013 June column. Ayush explained that the expenses are related to the changes that were applied to the website by the Webmaster to allow the Secretariat to create new conference pages and apply changes that previously were done by the webmaster. This saves money in the long term. It is also related to the changes that were requested in 2012 by the council to have people register first before being able to submit the abstracts. He added that when preparing the budget we tend to slightly over-estimate our expenses to ensure that we have adequate resources to follow through with planned events. It is best to have a conservative budget.

Peter Krell recommended checking the GIC's rates to see if better interest rates can be received on the CSM investment that is currently deposited in a saving account.

Motion: Richard Villemur made a motion to approve the budget, Andrew Lang seconded the motion, all in favour, budget approved

b) Financial statement – Audited - Attached

Peter Krell asked how much money the society had to have on hand. It is generally suggested that Not for Profit agencies have the equivalent of 2 years of operating expenses on hand to secure the agency through fiscally challenging periods.

Motion: Ed Topp made a motion to accept the financial statement, seconded by Samantha Gruinheid

Nancy commented that the CSM executive believed that they should do more for the members since CSM was in a good financial position. The previous year the CSM Executive started the Ambassador and Undergraduate awards.

c) Membership Report - Attached

Ayush presented the membership report and stated that the numbers of the membership was increasing but we need to attract more students. He asked the participants if they have any suggestions or ideas to forward them to the members of the executive.

d) Website Report: - Attached

Ayush commented that the number of downloads and pages were increasing. Ed asked about the Meet the Microbiologists feature.

Julian Davies recommended to add information on the website about the EDAR and the AMR workshop. Ed Topp added he would start getting information on the website about the Plant Vaccine meeting he was organizing.

Chris suggested having a members' only site and recommended that the outcome of the student career workshop that was held at the conference be available only to CSM members.

e) Signing Authority

Ayush provided an update on the signing authority. Signing authority has not changed since the previous year. Then he listed those who have signing authority on the CSM BMO 2 signature account: Wafaa Antonious, Nancy Martin, Ayush Kumar and Daniel Dubreuil.

Nancy thanked Ayush for the efforts he put in this year.

5. New Members of the Executive & Council

Nancy asked if there were any nominations from the floor to the 2nd VP position. Christine Szymanski had agreed to put her name forward and her bio was part of the council package and was presented on the screen. Christine passed on her apology for not being able to attend the meeting.

No nominations were received from the floor and Christine Szymanski was proclaimed the new 2nd VP by acclamation.

6. Membership fee structure

Nancy explained that the CSM Executive are proposing to remove the taxation from the membership fees and collect the appropriate taxes (varies from province to province) and add these to the membership fee amount. She explained that the CSM membership will have a vote on that electronically. Michael Hynes suggested to decrease the fees to 95 and then add the tax to show a good gesture.

7. President Report. - Attached

Nancy thanked the members of the executive and Wafaa for their support. She listed some of the outcomes: the Beveridge Foundation and the ISME 8 support, CSM signed the MOU with CSP, she also has been attending the PAGSE meetings in Ottawa. Then she reported what normally took place at the PAGSE meetings. She was also involved in the development of the federal guidelines for biosafety when working with human pathogen. She will continue to act in some of these activities.

8. Past president report – Attached

Ivan thanked everyone. He expressed his gratitude that CSM currently had stable funding for the awards.

9. 1st Vice President Report

Daniel said that he was looking forward to becoming the CSM President and being part of the IUMS conference.

10. Meetings Secretary’s Report - Attached

Nancy summarized the report submitted by Russell Hynes. Any issues with the abstract management system will hopefully be ironed out at the 2015 meeting, since the 2014 conference will not be using the CSM abstract management system.

11. Graduate Student Representative’s Report – Attached

Josie sent her regrets for not be able to attend the meeting. This year Josie concentrated her efforts on revamping the “World of Microbiology” page.

12. Meetings Conferences and Workshops.

a. Report on 2012 Conference - Attached

b. Report on 2013 Conference – Attached

Wafaa summarized the main changes for the budget from what was presented at the council meeting. With the revised budget the net profit is \$17,000 estimated. Then she explained what brought about the changes. It was mainly the \$6,000 that was moved to the operating budget instead of the conference budget and the poster award was changed to \$1,500 which is the amount the Beveridge fund is providing. Nancy thanked Ashkan and his team for putting together a good conference.

c. Report on 2014 Conference - Attached

Pierre encouraged everyone to attend. He was asked about the registration fees, he replied that the fees would be decided based on the sponsorship revenue raised. A company was hired to manage the abstracts, the NRC conference services will be responsible for processing registration. He then listed some important deadline dates that he wanted the participants to be aware of.

Charles encouraged anyone interested in chairing some of the small sessions to contact him. Ed asked if they had the support from the society that they needed. Pierre added that they would be contacting members of the society who could provide support.

d. Report on 2012 AMR Workshop - Attached

Ed gave a summary about the AMR workshop. He reported that the CSM had issued that day a press release about the EDAR symposia. He encouraged the CSM to put out media advisories.

He would encourage the membership if they see anything to forward to the society to put it forward for media release.

e. Future Conferences - Attached

Tak listed the potential future locations for CSM conferences. 2016 University of Regina, 2017 Waterloo. He added that it was suggested to put either MB or Laurentian between Regina and Waterloo.

Richard reported that he will be chairing the ISME 2016 Conference. He added that a lot of CSM members would be interested in the ISME 2016.

13. Report from the Sections - Attached

All three sections indicated that there was nothing to add to the written reports.

14. Reports from Committees

a. Education and Career Committee - Attached

b. Awards Report

15. Reports from Representatives

No addition to the presented reports from the various positions. Pierre added that ASM and CSM have agreed to promote each other meetings.

Meeting adjourned.

3. Secretary – Treasurer’s Report – Ayush Kumar

a) 2013 Budget

	2013 June Budget	2012 Audited	2012 June Budget	2011 Audited
REVENUE SOURCES FOR OPERATIONS				
Investment & Miscellaneous Income **	1,800.00	1460	1700	1706
Membership Fees	34,000.00	32103	32000	31056
Subscriptions to the CJM	1,200.00	1250	1300	1414
Advertising & Sponsorship Income	300.00	200	500	425
Subtotal	\$37,300.00	\$35,013.00	\$35,500.00	\$34,601.00

REVENUE SOURCES FOR ANNUAL CONFERENCE

Awards Income	9,300.00	9,100.00	11,100.00	9,899.00
Annual Conference Exhibits and Grants & Mtg Folder	45,400.00	34,422.00	33,400.00	54,072.00
Annual Conference Registration including Tickets	107,000.00	101,054.00	97,000.00	66,117.00
Subtotal	161,700.00	144,576.00	141,500.00	130,088.00

Revenue Sources for CSM AMR 2012 Workshop

AMR Support & Grants	26,475.00	92,153.00	92,153.00	0.00
Subtotal	26,475.00	92,153.00	92,153.00	0.00

TOTAL OF ALL REVENUE SOURCES	225,475.00	271,742.00	269,153.00	164,689.00
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EXPENDITURES FOR OPERATIONS

Website Development	8,350.00	180.00	2,000.00	2,140.00
Website Maintenance	3,200.00	921.00	4,000.00	4,214.00
Logo / graphic design banner	0.00	710.00	710.00	0.00
Secretariat	19,700.00	19,700.00	18,000.00	17,040.00
Audit *	3,650.00	3,600.00	3,700.00	3,550.00
Bank & Credit Card Charges	2,550.00	2,405.00	2,700.00	2,554.00
Balloting & Bylaws	0.00	0.00	0.00	868.00
CJM Subscriptions	1,400.00	1,520.00	1,720.00	1,962.00
Membership in the IUMS & Other Organizations*	1,500.00	2,117.00	2,117.00	2,247.00
Liaising & Meetings * (board Travel)	500.00	1,286.00	400.00	0.00
Telephone, Conference Calls, Email	600.00	463.00	550.00	529.00
Office Supplies	0.00	0.00	100.00	68.00
Office Couriers	0.00	0.00	100.00	0.00
Office Copies	50.00	0.00	50.00	0.00
Storage & Shredding*	162.00	162.00	162.00	180.00
Office Postage	50.00	0.00	50.00	0.00
Taxes & Miscellaneous (GST & Industry Cdn & Previous Expenses after audit)	30.00	60.00	60.00	0.00
Undergraduate & Ambassador Awards	6,000.00	0.0	0.0	0.00
Education & Careers Committee	200	0.00	250.00	0.00
Student Day Support	500.00	0.00	500.00	500.00
Subtotal	48,442.00	33,124.00	37,169.00	35,852.00

EXPENDITURES FOR ANNUAL CONFERENCE

Annual Conference Expenses Facility, AV, Food & Bev, signage, equipment rental	77,000	73327	80,485.00	43,468.00
Program Book	4,000	3704	4,333.00	5,720.00
Meeting Planner Services	21,000	11560	10,518.00	12,825.00
Speakers Expenses	24,000	15754	20,135.00	29,299.00
Meeting Supplies (Bags) & Other Frames	250	3016	4,028.00	1,736.00
Awards – Gold (Cangene) Armand Frappier	900	981	1,000.00	2,960.00
Awards – Fisher	1,500	1500	1,500.00	1,500.00
Awards – CSM Murray	1,500	1500	1,500.00	1,500.00
Awards* - Beveridge Student Awards (Posters)	1,500	2000	2,000.00	2,500.00
Awards* - CSM Travel Awards (st symposia & travel)	6,000	5088	4,000.00	4,762.00
Undergraduate & Ambassador Awards *	0.0	1500	1,500.00	0.0
Credit Card discount fees	3,500	3138	2,460.00	1,471.00
Website & Alerts *	2,500	112.5	2,500.00	545.00
Board Travel & Other	1,000	561	1,600.00	1,879.00
Disbursement to LOC	0.0	0.0	0.00	0.00
Subtotal	144,650.00	123,741.5	137,559.00	110,165.00

EXPENDITURE FOR AMR 2012 WORKSHOP

Facility, Food & Beverage & AV & Accommodation	5949	34348	34,348.00	
Participants Travel & Accommodation	15000	23936.5	20,000.00	
Shuttle services	0	6007.5	6,008.00	
Organizer Service Contract	1950	3000	3,000.00	
Journal Publication (estimate)			6,000.00	
web site	910			
Bank Charges for Wire & Money drafts	158	447	120.00	
Subtotal	23,967.00	67,739.00	69,476.00	

TOTAL OF ALL EXPENDITURES	\$217,059.00	\$224,604.50	\$244,204.00	\$146,017.00
SURPLUS (DEFICIT)	\$8,416.00	\$47,137.50	\$24,949.00	\$18,672.00
Net conference Profit	\$17,050.00	\$20,834.50	\$5,441.00	\$19,923.00

Notes to Budget:

\$143,396 is invested in a saving account as of Nov 2012- Balance of amount invest end of 2010 was \$110,000

Storage paid at end of year + bonus month

Beveridge Poster Award as of 2013

Cedarlane, ASM, ISME, CCM

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

The **Undergraduate & Ambassador Awards** is shown under operations and annual conference expenses. It will be cleared from the Annual Conference expenses when the 2012 Audited column is no more part of the budget file. It will then be an operation budget expenses line item and not an annual conference expense

3. Secretary's Treasurer's Report cont'd
b) 2012 Audited Financial Statement

CANADIAN SOCIETY OF MICROBIOLOGISTS

FINANCIAL STATEMENTS

December 31, 2012



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 statements of financial position as at December 31, 2012 and December 31, 2011 and the statements of revenue and expenditure, and cash flows for the years ended December 31, 2012 and December 31, 2011, 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 accounting standards for not-for-profit organizations, 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 in my audits 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, 2012 and the results of its financial performance for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Andrea Poole, CA
Licensed Public Accountant

Ottawa, Ontario
June 17, 2013

CANADIAN SOCIETY OF MICROBIOLOGISTS

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2012

	<u>2012</u>	<u>2011</u>
ASSETS		
CURRENT		
Cash	\$ 60,332	\$ 14,898
Short-term investments	143,635	142,175
Accounts receivable	4,172	28,878
Conference deposit	<u>23,382</u>	<u>15,000</u>
	<u><u>\$ 231,521</u></u>	<u><u>\$ 200,951</u></u>
 LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 7,403	\$ 14,868
Deferred membership and subscription fees	<u>200</u>	<u>9,303</u>
	<u><u>7,603</u></u>	<u><u>24,171</u></u>
 UNRESTRICTED NET ASSETS		
Balance, beginning of year	176,781	158,108
Net revenue for the year	<u>47,137</u>	<u>18,672</u>
Balance, end of year	<u><u>223,918</u></u>	<u><u>176,780</u></u>
	<u><u>\$ 231,521</u></u>	<u><u>\$ 200,951</u></u>

Approved on behalf of the Board:

Director

Director

CANADIAN SOCIETY OF MICROBIOLOGISTS
STATEMENT OF REVENUE AND EXPENDITURE
FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>2012</u>	<u>2011</u>
REVENUE		
Annual conference (Annex A)	\$ 144,576	\$ 130,088
AMR workshop	92,153	-
Memberships	32,103	31,056
Investment income	1,460	1,706
Subscription fees for CJM	1,250	1,414
Advertising and job postings	200	425
	<u>271,742</u>	<u>164,689</u>
 EXPENDITURE		
Annual conference (Annex A)	123,742	110,165
AMR workshop	67,739	-
Secretariat	19,700	17,040
Professional fees	3,600	3,550
Bank and credit card fees	2,405	2,554
Office	2,158	1,116
Membership in other organizations	2,117	2,247
CJM subscription	1,520	1,962
Website		
Webmaster fees	1,101	4,344
Secretariat fees	-	2,010
Liaising and advocacy	463	529
Miscellaneous	60	-
Student day support	-	500
	<u>224,605</u>	<u>146,017</u>
 REVENUE FOR THE YEAR PRIOR TO DISBURSEMENTS	47,137	18,672
 DISBURSEMENT TO CONFERENCE LOCAL ORGANIZING COMMITTEE (Annex A)	<u>-</u>	<u>-</u>
 NET REVENUE FOR THE YEAR	<u>\$ 47,137</u>	<u>\$ 18,672</u>

CANADIAN SOCIETY OF MICROBIOLOGISTS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>2012</u>	<u>2011</u>
CASH PROVIDED BY (USED FOR)		
OPERATING ACTIVITIES		
Cash from operations		
Net revenue for the year	\$ 47,137	\$ 18,672
Net change in non-cash working capital balances		
Accounts receivable	24,707	(14,454)
Conference deposit	(8,382)	(8,000)
Accounts payable and accrued liabilities	(7,465)	(15,709)
Deferred membership and subscription fees	(9,103)	7,124
Deferred conference income	-	(1,283)
	<u>46,894</u>	<u>(13,650)</u>
INVESTING ACTIVITY		
Short term investments	<u>(1,460)</u>	<u>(31,706)</u>
(DECREASE) INCREASE IN CASH	45,434	(45,356)
Cash, beginning of year	<u>14,898</u>	<u>60,254</u>
CASH, END OF YEAR	<u>\$ 60,332</u>	<u>\$ 14,898</u>

CANADIAN SOCIETY OF MICROBIOLOGISTS

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2012

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.

On January 1, 2012, the Society adopted Canadian accounting standards for not-for-profit organizations ("ASNPO"). These are the first financial statements prepared in accordance with ASNPO.

In accordance with the transitional provisions in ASNPO, the Society has adopted the changes retrospectively, subject to certain exemptions allowed under these standards. The transition date is January 1, 2011 and all comparative information provided has been presented by applying ASNPO.

There were no adjustments to net assets as at January 1, 2011 or net revenue for the year ended December 31, 2011 as a result of the transition to ASNPO. Accordingly, a statement of financial position as at January 1, 2011 has not been presented with these financial statements.

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.

2. SIGNIFICANT ACCOUNTING POLICIES (cont.)

(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. 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.

CANADIAN SOCIETY OF MICROBIOLOGISTS

ANNEX A

STATEMENT OF CONFERENCE REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>2012</u>	<u>2011</u>
CONFERENCE REVENUE		
Registration fees	\$ 101,054	\$ 66,117
Grants	24,722	45,739
Exhibits and other commercial support	9,700	8,333
Awards support	<u>9,100</u>	<u>9,899</u>
	<u>144,576</u>	<u>130,088</u>
 CONFERENCE EXPENDITURE		
Facility	73,327	43,468
Speakers	15,754	29,299
Awards		
Student symposia	6,588	4,762
Gold, Fisher & CSM	3,981	5,961
Student poster	2,000	2,500
Planner	11,560	12,825
Program book	3,704	5,720
Credit card discount	3,138	1,471
Conference supplies and other	3,016	1,735
Board travel	561	1,879
Website and alerts	<u>113</u>	<u>545</u>
	<u>123,742</u>	<u>110,165</u>
 CONFERENCE REVENUE FOR THE YEAR PRIOR TO DISBURSEMENTS	20,834	19,923
 DISBURSEMENT TO LOCAL ORGANIZING COMMITTEE	<u>-</u>	<u>-</u>
 NET CONFERENCE REVENUE FOR THE YEAR	<u>\$ 20,834</u>	<u>\$ 19,923</u>

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

c) Membership Report

As of June 15, 2013

	2013 Total	2013 Renewed	2013 New	2012 Total	2012 Renewed	2012 New	2011 June 18	2011 Renewed	2011 New
Ordinary	256	209	47	283	255	28	247	212	35
Student	199	56	143	133	67	66	111	57	54
Post-Doc	49	36	13	47	32	15	39	31	8
Emeritus	9	9	0	16	16	0	13	13	0
Honorary	5	2	3	1	1	0	2	2	0
Total	518	312	206	480	371	109	412	315	97

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

	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
New Members	206	109	107	239	268	131	135	154	62	131
Renewed Members	312	371	364	345	213	274	301	302	313	312
Total Members	518	480	471	584	481	405	436	456	375	443





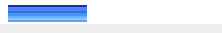
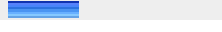
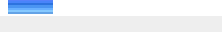
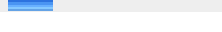
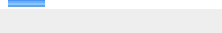
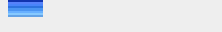

Province/Country	2011	2012	2013	Section	2011	2012	2013
Alberta	51	46	34	Applied & Environmental Microbiology	206	191	205
British Columbia	33	69	33	Infection and Immunity	149	147	152
Manitoba	26	24	29	Mol. Genetics & Cellular Microbiology	124	142	161
New Brunswick	05	03	0	Unspecified			
Newfoundland	22	12	11	Total	479	480	518
Nova Scotia	17	10	8				
Ontario	188	173	231				
PEI	02	02	1				
Quebec	78	69	98				
Saskatchewan	30	34	27				
USA	09	12	9				
Overseas	18	26	37				
Total Members	479	480	518				

3. Secretary's Treasurer's Report
d) CSM Website Report

2012 CSM Website Summary Report

Report: Summary - csm-scm.org	
Date Range: 01/01/2012 - 12/31/2012	
Total Sessions	144,613.00
Total Page views	493,303.00
Total Hits	2,774,831.00
Total Bytes Transferred	49.23 GB
Average Sessions Per Day	395.12
Average Page views Per Day	1,347.82
Average Hits Per Day	7,581.51
Average Bytes Transferred Per Day	137.74 MB
Average Page views Per Session	3.41
Average Hits Per Session	19.19
Average Bytes Per Session	356.98 KB
Average Length of Session	00:06:33

2012 CSM Website Requested Pages




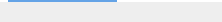
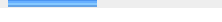
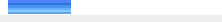
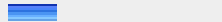

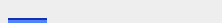


Report: Requested Pages - csm-scm.org			
Date Range: 01/01/2012 - 12/31/2012			
Pages (1-10) / 673	Pageviews	Percent	
1. /english/mem_directory_det.asp	74,408	15.08%	
2. /english/abstracts/public/view_abs.asp	45,269	9.18%	
3. /index.asp	35,578	7.21%	
4. /rssfeed/csmEn.xml	29,643	6.01%	
5. /français/mem_directory_det.asp	26,614	5.40%	
6. /english/wn_careers_det.asp	16,742	3.39%	
7. /english/stu_studying_det.asp	16,511	3.35%	
8. /english/mem_directory.asp	13,562	2.75%	
9. /database/meetscientist/biophotos/AndreaKir kwood.bmp	13,142	2.66%	
10. /english/wn_news_csm_det.asp	11,070	2.24%	
View Total:	282,539	57.27%	
Total:	493,303	100.00%	

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

2013 CSM Website Summary Report January – June 15, 2013

Report: Summary - csm-scm.org	
Date Range: 01/01/2013 - 06/15/2013	
Total Sessions	94,920.00
Total Page views	400,770.00
Total Hits	2,059,268.00
Total Bytes Transferred	35.78 GB
Average Sessions Per Day	571.81
Average Page views Per Day	2,414.28
Average Hits Per Day	12,405.23
Average Bytes Transferred Per Day	220.72 MB
Average Page views Per Session	4.22
Average Hits Per Session	21.69
Average Bytes Per Session	395.27 KB
Average Length of Session	00:07:11

Requested Pages January 1 – June 15, 2013

Report: Requested Pages - csm-scm.org			
Date Range: 01/01/2013 - 06/15/2013			
Pages (1-10) / 711	Pageviews	Percent	
1. /english/mem_directory_det.asp	55,605	13.87%	
2. /english/abstracts/public/view_abs.asp	30,503	7.61%	
3. /index.asp	24,647	6.15%	
4. /français/mem_directory_det.asp	17,585	4.39%	
5. /blog/wp-login.php	13,709	3.42%	
6. /rssfeed/csmEn.xml	13,571	3.39%	
7. /english/stu_studying_det.asp	11,049	2.76%	
8. /database/meetscientist/biophotos/AndreaKir kwood.bmp	9,548	2.38%	
9. /english/conf_upcoming_details.asp	9,009	2.25%	
10. /english/mem_directory.asp	8,437	2.11%	
View Total:	193,663	48.32%	
Total:	400,770	100.00%	

4. President's Report – Nancy Martin

First I will thank Ivan Oresnik, Daniel Dubreuil, Charles Dozois, Russell Hynes, Ayush Kumar, Josie Libertucci, Rafael Garduno and Karen Brassinga who have carried the activities of the CSM throughout the year. I am particularly thankful to have the careful eyes of Ayush in the role of Secretary/Treasurer and Russell as Meetings Secretary, both jobs that take great patience and attention to detail. Takuji (Tak) Tanaka, Chairperson for Meetings, Conferences and Workshops, has also been working to help to establish future Annual Conference locations. Kudos go, as well, to Wafaa Antonious for navigating the Society through another year of managerial and administrative tasks that keep this enterprise afloat. Our past, Past Presidents continue to contribute significantly to the Society as well: Ed Topp is promoting the CSM, currently through holding a satellite symposium entitled “Environmental Dimension of Antibiotic Resistance” immediately prior to the Annual Conference; Trevor Charles was successfully nominated to the position of ASM Ambassador to the CSM; Michael Hynes is working on revising the CSM's bylaws (yet again!) to bring them in line with new federal guidelines. The Society is fortunate to have such dedicated members who give so generously of their time.

Moving forward, Daniel Dubreuil will take over as president, Charles Dozois will be moving up to 1st VP, and Christine Szymanski, University of Alberta, has been nominated for the position of 2nd VP. Thanks goes out to Ivan Oresnik, who, although he is finishing his 4-year term on the Executive, I anticipate will continue to support the Society in numerous ways (Twitter on!). I'd also like to mention Josie's ongoing involvement as the CSM's Graduate Student representative. She has used her creative touch to revamp the “World of Microbiology” section of the CSM's web presence and plays a large role in keeping the CSM relevant to our undergraduate and graduate members.

With the signing of the MOU between the CSM and the publisher of the Canadian Journal of Microbiology, Canadian Science Publishing, we established solid benefits for CSM members publishing in the CJM. The Education committee this year has worked to encourage participation of undergraduates, graduates and postdoctoral fellows, awarding a record number of undergraduate prizes, CSM Graduate Ambassador awards and initiating a postdoctoral symposium at the Annual Conference. This year we will be awarding the first Terry Beveridge Poster Awards and are finalizing a long-term plan for awarding ISME-8 prizes, both made possible through generous, multi year sponsorships. Through these activities and others, such as representing the CSM at Partnership Group for Science and Engineering (PAGSE) meetings and negotiations to establish appropriate implementation of the Human Pathogens and Toxins Act, I feel that the CSM offers good representation and benefits to its members, but we could do better! As the Society's financial situation continues to stabilize, our ongoing focus should be on strengthening member benefits and I look forward to exploring options in my coming year as Past President for the CSM.

5. Past President Report – Ivan Oresnik

The close of this year brings about my final report as a member of the CSM executive. I would like to thank all members of the executive that I have worked with over the past 4 years. This also marks my 15th consecutive CSM conference I am attending. I am very happy to see that the society is in good financial shape. This is in marked contrast to some of the reports that I remember seeing as a member attending the Annual General Meeting in 1998. I look forward to next year's joint IUMS/CSM meeting that will be held in Montreal. The initial negotiations for this were carried out in my first year in the executive.

The duties that I carried out this year consist of maintaining the CSM twitter feed, participating in the formulating of the MOU that was signed with NRC press, as well as being involved with the initial exchanges with the ISME-8 with respect to potential transfer of funds to the CSM. I would like to take this opportunity to formally inform future CSM executive members that I would be happy to volunteer my services if needed in the coming years.

6. Meetings Secretary's Report – Russell Hynes

The new additions to the Abstract Management System were an improvement to the handling of abstracts, however additional improvements should be considered, such as alerting students who are not selected for the Poster Competition; and advising them that they are now in the general poster session. Overall more timely communication with authors is needed. Once again abstract submission ran too late and demanding very fast turnaround of abstracts through the various stages of the AMS. Communication with this Meeting Secretary and the LOC symposia chairs was poor, consequently scheduling the Symposia was a challenging, there were missing speaker abstracts and extra abstracts that the Meetings Secretary did not know where they were to be placed, not a good situation.

7. Student Representative Report – Josie Libertucci Graduate Student Representative

This past year I focused on revamping the “World of Microbiology” section on the CSM webpage. Originally, this page was intended to share current microbiology news and research and at first that is what I wrote and uploaded onto the page. After some consideration, and several attempts, I decided that this section should focus on graduate student and postdoctoral issues and should be written by students or postdocs (not only me) in an editorial format. The new mission statement of this section can be seen below and is taken from the CSM website.

June 10, 2013

A new format for 'The World of Microbiology'

Dear CSM members,

Fostering interchange of ideas between microbiologists is a focal point for the Canadian Society of Microbiologists!

As our graduate students and postdocs are the future of our society and microbiology research, this section “The World of Microbiology” will aim to stimulate discussion about current matters which these two groups are currently confronting. Topics and matters such as finding a job in academia, alternative science jobs to academia, student/ supervisor relationships, how to get out of a writing block (thesis/ paper writing block), how to overcome failing projects, could potentially be discussed on this page. The discussion pieces or editorials will be written by microbiology graduate students or postdoctoral fellows, which can be based on their experiences and express their opinions on the matter.

I will take this opportunity to invite suggestions for topic discussion and encourage any graduate student or postdoc to participate as a guest author. Feel free to contact me at libertj@mcmaster.ca or follow me on twitter @jos_tucci to suggest topics or volunteer to be a guest author!

Sincerely,

Josie Libertucci

I have recruited three additional contributors that include a postdoc from UCalgary Denice Bay (her article on what to do after your PhD is currently on the website), a recent PhD graduate Christina Thornton also at UCalgary and a PhD student from MAC, Ryan Buensuceso. It is my hope that this page will enable microbiology graduate students and postdocs to voice their concerns, opinions and thoughts. I am also working on posting these articles on a CSM ScoopIt page to increase readership as well as creating discussion of these articles over twitter.

8. Meetings Conferences and Workshops

a) Report on 2012 Conference

REGISTRATION REVENUE	ITEMS	AMOUNT	Fee Total	TOTAL
Undergraduate - Early Bird	12	\$125.00	\$ 1,500.00	\$ 1,680.00
Undergraduate - Regular Fee	3	\$175.00	\$ 525.00	\$ 588.00
Undergraduate - Late Fee	0	\$175.00	\$ -	\$ -
Member - Graduate Student - Early Bird	100	\$210.00	\$ 21,000.00	\$ 23,520.00
Member - Graduate Student - Regular Fee	6	\$285.00	\$ 1,710.00	\$ 1,915.20
Member - Graduate Student - Late Fee	0	\$285.00	\$ -	\$ -
Non-Member - Graduate Student - Early Bird	79	\$240.00	\$ 18,960.00	\$ 21,235.20
Non-Member - Graduate Student - Regular Fee	8	\$315.00	\$ 2,520.00	\$ 2,822.40
Non-Member - Graduate Student - Late Fee	5	\$315.00	\$ 1,575.00	\$ 1,764.00
Member - Regular - Early Bird	62	\$375.00	\$ 23,250.00	\$ 26,040.00
Member - Regular - Regular Fee	6	\$450.00	\$ 2,700.00	\$ 3,024.00
Member - Regular - Late Fee	7	\$450.00	\$ 3,150.00	\$ 3,528.00
Non-Member - Regular - Early Bird	29	\$485.00	\$ 14,065.00	\$ 15,752.80
Cancelled - Non-Member Early Bird Fee	1	\$485.00	\$ 485.00	\$ 543.20
Non-Member - Regular - Regular Fee	5	\$565.00	\$ 2,825.00	\$ 3,164.00
Non-Member - Regular - Late Fee	4	\$565.00	\$ 2,260.00	\$ 2,531.20
ONE DAY: Non-Member Grad/Postdoce	1	\$157.50	\$ 157.50	\$ 176.40
ONE DAY: Non-Member Regular	3	\$282.50	\$ 847.50	\$ 949.20
				\$ 109,233.60
TOTAL REGISTRATION REVENUE				
ADDITIONAL REVENUE	ITEMS	AMOUNT	Fee Total	TOTAL
Student BBQ & Mixer	99	\$25.00	\$2,475.00	\$2,772.00
Accompany Guest -Banquet	15	\$50.00	\$750.00	\$840.00
Sponsorship (funds directed to CSM's conference account)		\$16,000.00	16,000.00	\$16,000.00
Exhibit Booth	9	\$1,100.00	\$9,900.00	\$11,088.00
One night accommodation - paid by ASM	1	\$185.49	\$185.49	\$185.49
HST variance due to volume of calculations	1	\$ -	\$ -	\$1.80
TOTAL ADDITIONAL REVENUE				\$30,887.29
TOTAL REVENUE RECEIVED				\$140,120.89
EXPENSES				
SUB Party room & Courtyard	1	739.20		
LSC 1 Rental	1	1350.00		
LSC Rentals (Various)	1	3752.00		
Campus Security	1	907.20		

Bags/Insurance/Signs	1	2720.43
AMS Catering	1	2630.94
AMS CopyRight - Printing	1	4148.93
Show in Motion	1	3922.24
LSC Rentals (Addt'l Poster boards)	1	70.00
10 - CDN Fund Reimbursements	1	10765.82
Dr. Marc Strous	1	1200.00
\$7.00 Bank Draft Fee - Germany	1	7.00
1 - USD Fund Reimbursement	1	1193.92
Reimbursement - Jan B - SOL	1	50.00
Media Group - AV Tech	1	1638.00
3 - CDN Fund Reimbursements	1	3251.76
Additional Bags	1	309.16
C&A at UBC - Event Charges See below for HST and details	1	82536.68
TOTAL EXPENSES		
		\$
		121,193.28
CONFERENCE ACCOUNT BALANCE - Amount to transfer to CSM	\$ 18,927.6	

Two payments were forwarded from the CSM UBC Conference accounts to the CSM. The first was from the UBC Conference Services account in the amount of \$18,927.60. The second amount was from another UBC account managed by one of the UBC LOC and was mainly used to collect some of the sponsors' funds and pay some minor expenses. The second cheque was in the amount of \$7,405.84 for a total of \$26,333.44. The 2013 presented budget includes the CSM 2 UBC accounts and the CSM BMO account activities.

8. Meetings Conferences and Workshops
b) Report on 2013 Conference

Registration Fees	Fees	As of June 14, 2013	As of June 14, 2013	
Registration: Regular Member Early	375	90	\$33,750.00	
Registration: Regular Member Late	450	8	\$3,600.00	
Registration: Non-member Early	500	18	\$9,000.00	
Registration: Non-members Late	575	9	\$5,175.00	
Registration: Student / PD/ Emert/ Members - Early	210	157	\$32,970.00	
Registration: Student / PD/ Emert/ Members Late	285	2	\$570.00	
Registration: Studen/ PD/ Emert/ non-member - Early	280	43	\$12,040.00	
Registration: Student / PD/ Emert/ non-members Late	355	1	\$355.00	
Registration: Speakers, specials, accompanying person	0		\$0.00	
Undergraduate - Early	125	22	\$2,750.00	
Undergraduate - Late	150	3	\$450.00	
Total Registration fees:				\$100,660.00

Social Event Tickets - Guest - Opening reception	40	13	\$520.00	
Banquet Tickets - Guest	65	14	\$910.00	
Student BBQ (not included in the registration fees) Tentative	25	97	\$2,425.00	
Total Social Events			\$3,855.00	
Exhibitors (booth & workshops rentals)	1350	12	\$16,200.00	
Workshop		1	1,000	
Total Exhibitors				\$17,200.00

Awards

Fisher		\$1,500.00
Murray		\$2,000.00
Armand F		\$500.00
Cedarlane		\$1,000.00
CCM, confirmed		\$800.00
Beveridge		\$1,500.00
ISME 8		\$2,000.00
		\$9,300.00

Revenue	
Registration	\$100,660.00
Social Events Tickets	\$3,855.00
Exhibitors (booth & workshops rentals)	\$17,200.00
Sponsorship	\$27,700.00
Miscellaneous Income	\$500.00
Awards Support	\$9,300.00
Total Revenues	\$159,215.00

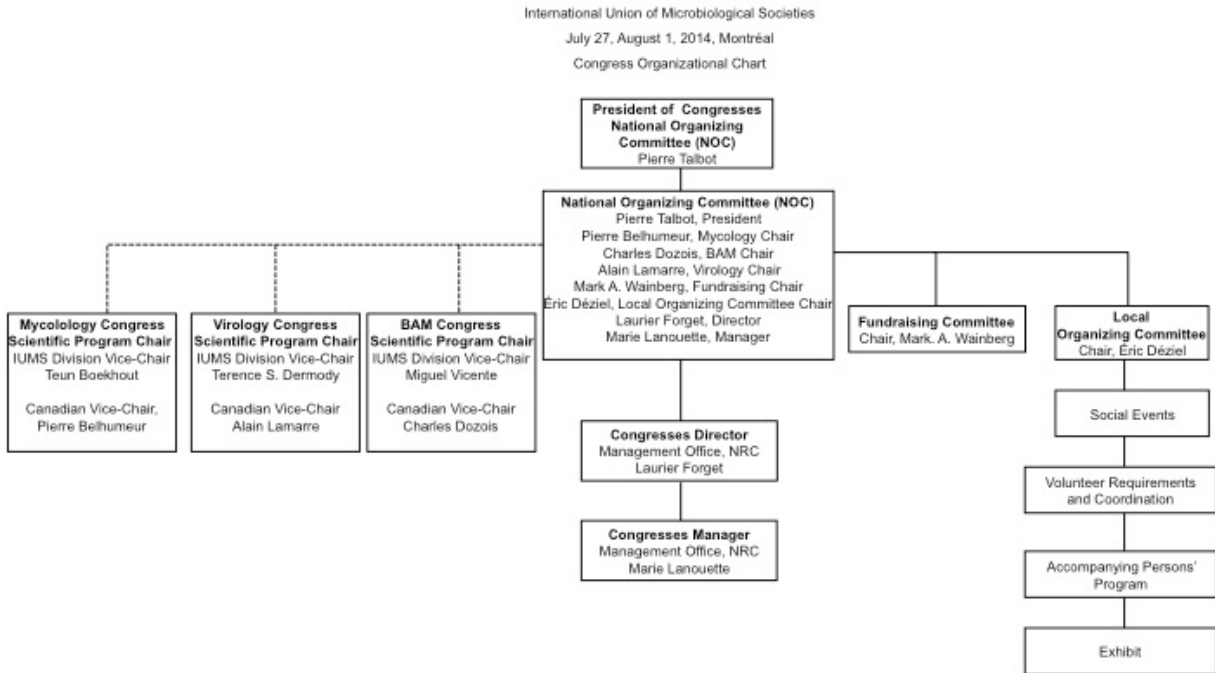
EXPENDITURES FOR ANNUAL CONFERENCE	
Annual Conference Expenses Facility, AV, Food & Bev, signage, equipment rental	77,196
Program Book	4,000
Meeting Planner Services	21,000
Speakers Expenses	24,000
Meeting Supplies (Bags) & Other Frames	250
Awards - Gold (Cangene) Armand Frappier	900
Awards - Fisher	1,500
Awards - CSM Murray	1,500
Awards *- Other Student Awards (Posters)	2,000
Awards* - CSM Travel Awards (st symposia & travel)	6,000
Awards - Student Under Graduate & Ambassador	4,200
Credit Card discount fees	3,500
Website & Alerts *	2,500
Board Travel & Other	1,000
Disbursement to LOC	
Subtotal	149,546.00

The program has two keynote speakers (Emili and Krogan), 6 symposia, and the CSM Student Symposia and poster competitions. New this year is the Post Doc symposium and the Career Student Workshop. There is over 415 registrants, 13 booth and 1 workshop. There are information sessions from CIHR II, PHAC and NSERC.

8. Meetings Conferences and Workshops

c) Progress Report on 2014 IUMS Conference, Montreal

1. National Organizing Committee



The National Organizing Committee held two formal meetings since June 2012, in addition to several meetings and discussions, in person and online, and various activities of Committee members.

1.1. Local Arrangements (Chair: Éric Déziel)

The Local Organizing Committee has largely defined the main aspects of the non-scientific program. At the present time, we are actively involved in identifying and recruiting exhibitors, with one having recently “broken the ice”. We are also helping the Fundraising Committee in contacting and identifying sponsors for the meeting.

On-going assistance by members of the CSM Executive is highly appreciated.

1.1.1. Entertainment

Fun Night (Thursday July 31): Contacted and obtained rates for three artists. The contract is to be confirmed and signed one year before the event.

Concert (Tuesday July 29): Investigating the possibility of offering a concert night on Tuesday, July 29, either by organizing a private concert or selling tickets for a concert to take place in a new top-of-the-line symphony concert hall in Montréal.

1.1.2. Accompanying Persons Program

A few tours will be offered during the week of the congress for participants and accompanying persons, as well as some pre- and post- tours. The program is presently being developed.

1.2. Fundraising (Chair: Mark Wainberg)

A Sponsorship and Exhibition Prospectus was developed and printed. The electronic version is available on the Congresses' website.

Organizing Committee members are seeking financial support from their own suppliers, including laboratory material suppliers.

Several large companies established in Canada have been contacted and most replied that funding for international congresses comes from their headquarters, contact with which is underway.

Serious discussions are in progress with several other large companies for possible sponsorships.

An exhibition supplier / decorator was appointed. Floor plans have been developed and are available on the website and in the Prospectus.

Some good news have finally been received, but important efforts are required on an on-going basis.

Any help or contacts provided by CSM Council members would be appreciated.

1.3. Marketing

1.3.1. Mailing List

The electronic mailing list was tested mid-May 2012 with a "Mark your Calendar" message sent to 127,040 addresses, out of which **95,595 addresses remain valid** for the next bulk email.

1.3.2. Visibility and promotion at Other Related Scientific Meetings in 2012-2013:

- 11th International Symposium on Neurovirology (May 29 - June 1, 2012) - 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, 2012) – Berlin, Germany : Powerpoint slide presented
- Society of Applied Microbiology Summer Conference (July 2-5, 2012) – Edinburg, Scotland : inserts in delegate bags
- ASM 2012 – Annual General Meeting of the American Society for Microbiology (June 16-19, 2012) - San Francisco, USA: half-page color ad, flyers, networking through presence of Committee Members Charles Dozois & Pierre Talbot, including with exhibitors
- CSM 2012 – Annual Meeting of the Canadian Society of Microbiologists (June 20-23, 2012) - Vancouver, Canada: flyers, networking through presence of Committee Members Charles Dozois, Pierre Belhumeur & Pierre Talbot; presentation at banquet

- Society for Applied Microbiology Conference – Edinburg, Scotland, July 2 – 5, 2012) inserts in delegate bags. Committee member Éric Déziel gave a talk and advertised with Powerpoint slide
- ASV 2012 – 31st Annual Meeting of American Society for Virology (July 21-25, 2012) - Madison, USA : inserts in delegate bags
- EMBO Workshop (September 12, 2012) – Flyers distributed by IUMS Executive Member Miguel Vicente
- Society for General Microbiology (SGM – UK) – (Sept. 3-5, 2012), inserts in delegate bags, networking through presence by Committee Member Pierre Talbot
- The 14th International Symposium on Microbial Ecology, ISME14 (August 19 – 24, 2012) Copenhagen – inserts in delegate bags
- The 13th International Congress on Yeasts – ICY (Madison, Wisconsin, August 26-30, 2012) – inserts in delegate bags
- 1st International Conference on Infectious Diseases and Nanomedicine, Kathmandu, Nepal, December 15-18, 2012; networking through presence of 5 members of IUMS Executive Board Members, including Pierre Talbot, vice-president
- ASM Biodefense and Emerging Infectious Diseases Research Meeting, Washington, D.C February 25-27, 2013. Distribution of flyers on a table in a strategic position ; networking through presence of Committee Member Pierre Talbot
- SGM Spring 2013 Conference, March 25-28, 2013 – inserts in delegate bags
- AMMI Canada Conference, April 4-6, 2013 - inserts in delegate bags.
- Forum Life Science Conference, March 13-14, 2013, inserts in delegate bags and full page ad in conference publication
- Canadian Society for Immunology, Whistler, April 5 – 8, 2013 - inserts in delegate bags and presentation made by Committee Member Pierre Talbot, flyers on a future meetings table
- International *Burkholderia cepacia* Working Group annual meeting (April 19-21, 2013)- Montreal – Committee member Éric Déziel attended and advertised with Powerpoint slide.
- ECCMID 2013, Berlin, Germany, April 27 – 30, 2013 – flyers on future meetings table
- 28th International Congress of Chemotherapy and Infection (ICC 2013) incorporating the 14th Asia- Pacific Congress of Clinical Microbiology and Infection, which is scheduled from 5th to 8th June 2013 in Yokohama, Japan: full page ad in congress publication.
- Immunology 2013, May 3 -7, Honolulu – Committee member Pierre Talbot attending and promoting IUMS 2014 networking through networking, including with exhibitors
- ASM 2013, Denver, Colorado, May 18 - 21, 2013 – Exhibition Booth, Committee Members Pierre Talbot & Marie Lanouette promoted IUMS to other exhibitors.
- Coming: FEMS, July 2013; ICI, August 2013; European Virology, September 2013; others ?

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

1.3.3. Advertisement

Advertisement (1/2 page) has been published in The Scientist magazine, May 2013 issue (distributed at ASM 2013 in May).

A large number of websites have been contacted and asked to add IUMS 2014 on their calendar of events, with very good results.

1.3.4. Scientific Poster

A mailing to universities worldwide will be done as soon as possible, when we have more complete information about the scientific program and will be able to develop a scientific poster. An e-mail will be sent to universities asking that they print and post the poster.

2. Scientific Program (3 Scientific Program Committees)

2.1. Opening Scientific Lecture

An official invitation was sent to Dr. Julian Davies, University of British Columbia, Canada, to give the Opening Scientific Lecture of Sunday July 27, 6:00 – 7:00 pm. He has accepted and is very enthusiastic about it.

2.2. Room Allocation

Meeting rooms at Palais des congrès have been allocated based on the needs for each congress and floor plans prepared.

2.3. Overview

- 1) Will include 5 scientific themes (basic, applied, industrial incl. food, environmental, clinical with CME credits);
- 2) Confirmed **Dr. Julian Davies** for the Sunday opening lecture;
- 3) End congresses on Friday lunchtime, implying that bridging scientific sessions (1:00-2:30 pm) and poster sessions (11:00 am – 1:00 pm) will go for 4 days (Monday to Thursday);
- 4) Posters will stay up for 2 days (Monday & Tuesday; Wednesday & Thursday; 11:00 am – 1:00 pm)
- 5) Bridging scientific sessions (1:00-2:30 pm) will be with invited speakers;
- 6) Only promise registration fee waiver to all invited speakers for now, except 3 Nobel laureates (**Dr. Peter Doherty** has accepted);
- 7) 4 themes were chosen for the bridging sessions:
 - Emerging infectious diseases and zoonoses
 - Host-Pathogen interactions and host-cell interactions
 - Vaccines and antimicrobials
 - Microbiome, metagenomics and microbial diversity

From Monday to Thursday, there will be 4 Keynote Invited Speakers per day for the Virology and the BAM congresses, each speaking for 30 minutes. The Mycology congress will have at least 2 Keynote

Invited Speakers per day and possibly 4 as well. Keynote Sessions will take place in the morning (8:30 – 11:00 am).

There will be one bridging scientific session per day, from 1:00 to 2:30 pm. There will be one invited speaker per congress per Bridging Session. Each congress has identified 3 speakers and one Nobel laureate (or is about to ...): see section 2.5.2 for the Nobel session.

In the afternoon (2:30 – 5:00 pm), there will be 10 breakout scientific sessions for the Virology Congress, 8 breakout scientific sessions for the BAM Congress and up to 6 breakout scientific sessions for the Mycology Congress.

2.4. Mycology Congress **(Chair: Teun Boekhout, Co-Chair: Pierre Belhumeur)**

Members of the Scientific Advisory Board were selected and their names are on the Congresses website; half of them are Canadian. Teun Boekhout and Pierre Belhumeur wrote to all members of the Scientific Advisory Board and asked them to suggest themes and speakers. Brain storming has been done. The congress may use up to six rooms for breakouts. Some BAM-Mycology joint sessions may be organized.

Teun and Pierre hold Skype sessions every two weeks.

Speakers for Keynote and Bridging sessions were invited in Spring 2013, and most were interested.

A list of topics has been developed and includes 34 topics. It needs to be reduced to 24 topics, under 4 broad themes:

1. Industrial / Systems Biology / Synthetic Biology
Incl. Bioprospecting / secondary metabolism; Food biotechnology; Systems biology; Synthetic biology; Biofuels; Spore biology; Extremophiles
2. Pathogens
Incl. Genetics; Host - pathogens interactions; Emerging pathogens; Model hosts; Immunity, incl. plants; Resistance; Parasites; Microsporidia; Diagnostics
3. Cell and Molecular Biology
Incl. Sensing and signaling; Organelle evolution and function; Morphogenesis; Apoptosis; Cell cycle; Sex and asex; Multicellularity; Biofilms
4. Ecology and Evolution
Incl. Metagenomics; Human microbiome; Indoor microbiome; Biocontrol; Cross kingdom interactions; Mycorrhiza; Tree of Life; Population genomics; Biodiversity

2.5. International Congress of Virology (ICV) **(Chair: Terence Dermody, Co-Chair: Alain Lamarre)**

2.5.1. ICV Scientific Advisory Committee and Keynote Speakers

About 100 virologists were contacted in February 2013 to serve on the International Advisory Program committee and asked to complete a questionnaire and provide suggestions for the program. Out of this number, 81 accepted the invitation and provided very helpful suggestions about potential keynote speakers, workshop and satellite topics, scheduling issues and much more.

A list of 20 potential keynote speakers was selected from suggestions of the advisory committee (4 per day) and were invited in Spring 2013: most have accepted.

2.5.2. Nobel laureate lectures (Thursday, July 31, 2014)

Four Nobel laureates were invited in April 2013 to give a 30 min lecture as part of a Nobel symposium during ICV 2014. We have received confirmation that Dr. Peter Doherty will be coming to Montreal.

During the IUMS Executive Board meeting in May 2013, it was decided that the **Nobel session will have one invited speaker for each congress (Virology, BAM, Mycology). Dr. Peter Doherty having accepted for Virology, BAM and Mycology need to have one each.**

2.6. Bacteriology and Applied Microbiology Congress (BAM) (Chair: Miguel Vincente, Co-Chair: Charles Dozois)

Formation of the International Advisory Board and invitations to potential Keynote Speakers is currently underway in an intensive fashion and, as the other two congresses, the scientific program of invited speakers is expected to be completed within the next few weeks.

2.7. Call for Abstracts

The Call for Abstracts will be issued in October 2013. The deadline for abstract submissions will be **January 30, 2014.**

NRC-CSO has contracted out the abstract submission management and has selected a supplier that will be able to manage 3,000 to 4,000 abstracts. The selected company will soon meet with the Scientific Program Committees and will start developing the abstract submission site. The Review Process will be part of the Abstract Management process. Scientific Program Chairs and Vice-chairs should think about it and select reviewers.

2.8. Financial Assistance to Students

A program is being developed and criteria are being established and accepted by the IUMS Executive Board. The grants offered will be between \$500 and \$1000, with a budget of \$100,000 CAD. In addition, the selected candidates would have their registration fees waived. The amounts allocated will vary depending on where the candidates come from.

2.9. 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.

2.10. International Network of Pasteur Institutes (RIIP)

- Will hold its annual meeting in 2014 in Montréal, in conjunction with IUMS 2014, to be confirmed in Fall 2013 by the newly appointed General Director of the Institut Pasteur and its International network, Dr. Christian Bréchet (formerly of the Mérieux Foundation and INSERM), who will initiate his initial 4-year term in October 2013.

- 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 would take place right after IUMS 2014 in Montréal.

3. Program at a glance (as of June 2013)

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		Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)
09:30 – 10:00		Health Break	Health Break	Health Break	Health Break	Health Break
10:00 – 11:00		Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)	Scientific Sessions (2 invited speakers per congress)
11:00 – 13:00		Lunch & Poster Session (Odd #)	Lunch & Poster Session (Even #)	Lunch & Poster Session (Odd #)	Lunch & Poster Session (Even #)	Closing ceremony & Lunch
13:00 – 14:30		Bridging Plenary Scientific Sessions (3 invited speakers)	Bridging Plenary Scientific Sessions (3 invited speakers)	Bridging Plenary Scientific Sessions (3 invited speakers)	Nobel Plenary Scientific Session (3 invited speakers)	
14:30 – 15:30		Breakout Scientific Sessions	Breakout Scientific Sessions	Breakout Scientific Sessions	Breakout Scientific Sessions	
15:30 -16:00		Health Break	Health Break	Health Break	Health Break	
16:00 – 17:00		Breakout Scientific Sessions	Breakout Scientific Sessions	Breakout Scientific Sessions	Breakout Scientific Sessions	
17:00 – 18:00	Opening Ceremony					
17 :00 – 18:30		CSM Student Competition	CSM Student Competition	CSM Award Lectures		

18:00 – 19:00	Opening Scientific Lecture					
18:30			Poster Removal		Poster Removal	
18:00 – 22:00					Fun Night	
19:00 – 21:00	Welcome Reception					

7. Meetings, Conferences and Workshops

d) Antimicrobial Resistance in the Environment Assessing and Managing Effects of Anthropogenic Activities – Ed Topp

Report on the 2012 CSM-SCM Montebello workshop
Ed Topp 11/6/2013

An international expert workshop on the environmental dimension of antibiotic resistance was held at the Château Montebello in March 2012. The workshop was sponsored by the CSM-SCM, the workshop organizing committee was chaired by Ed Topp, former President of the CSM-SCM [2011].

Through a significant amount of effort, the workshop organizing committee was able to secure over \$90 thousand of funding from government agencies and the pharmaceutical industry; specifically AstraZeneca Ltd., Pfizer Animal Health, F. Hoffman-La Roche Ltd., GlaxoSmithKline, Unilever, Huvepharma, the American Cleaning Institute, the Canadian Animal Health Institute, the German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety, Health Canada, and the Public Health Agency of Canada.. Of this, about \$70 thousand was used for workshop costs. The remainder was held by the CSM-SCM, and is being used to fund the satellite symposium ‘Environmental Dimension of Antibiotic Resistance’ held in conjunction with the 2013 Annual Conference in Ottawa.

Forty five international experts from the research, regulatory and pharmaceutical industry communities were invited to the workshop. Through work onsite, and following the workshop, a series of papers were co-authored. A number are now published (listed below), and three more are in review or in preparation. It is anticipated that these will have a significant impact in broadening the science and policy discussion regarding antibiotic resistance beyond the medical and food animal production contexts.

The organizers and participants of the workshop thank the CSM-SCM for their encouragement and sponsorship of this endeavour, and thank our financial sponsors. We would encourage Society members to consider organizing Society-sponsored workshops on other facets of microbiology that are of interest to the research community, and the public at large.

Pruden, A., D. G. J. Larsson, A. Amézquita, P. Collignon, K. K. Brandt, D. W. Graham, J. R. Lazorchak, S. Suzuki, P. Silley, J. R. Snape, E. Topp, T. Zhang, Y.-G. Zhu. Management options for reducing the release of antibiotics and antibiotic resistance genes to the environment. *Environmental Health Perspectives*. In Press

Finley, R. L., P. Collignon, D. G. J. Larsson, S. A. McEwen, X.-Z. Li, W. H. Gaze, R. Reid-Smith, M. Timinouni, D. W. Graham, E. Topp. 2013. The scourge of antibiotic resistance: the important role of the environment. *Journal Clinical Infectious Disease*. In Press

Gaze, W.H., S. M. Krone, D. G. J. Larsson, X.-Z. Li, J. Robinson, P. Simonet, K. Smalla, M. Timinouni, E. Topp, E. M. Wellington, G. D. Wright, Yong-Guan Zhu. 2013. The impact of humans on the evolution and mobilization of the environmental antibiotic resistome. *Emerging Infectious Diseases*. In Press

8. Meetings, Conferences and Workshops

e) Future Conferences – Takuji Tanaka

Takuji Tanaka, Chairperson for Meetings, Conferences and Workshops

June 4, 2013

I took over the position from Dr. Russell Hynes in the council meeting of last June.

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

Dr. M. Saleh of Laurentian University provided their final plan of the 2015 meeting for approval in the June council meeting to finalize the hosting contract.

For the future years, there have been several parties expressing their interests. The interests from two groups in Guelph (Dr. J. Gong) and Waterloo (Dr. J. Neufeld) were reported by Dr. Hynes in the last meeting. Since then, we sent out the CSM meeting information package to them in order to give them detailed information about the responsibilities of the local organization committee. Unfortunately the Guelph group decided to withdraw their proposal after they examined the package; whereas Waterloo group remains.

I have contacted University of Manitoba (Dr. I. Oresnik) if they can host a meeting in 2018. Dr. Oresnik and his colleagues promised to positively consider the possibilities. So that the current plan of hosts after 2017 is assumed as:

2017 – University of Waterloo, Ontario, contact person, Dr. Josh Neufeld, jneufeld@uwaterloo.ca

2018 – University of Manitoba, Winnipeg, Manitoba, contact person, Dr. Ivan Orsenik,
ivan.orsenik@umanitoba.ca

For 2019, I will seek a willing group in the Ontario-Québec corridor area between Québec City and Windsor.

The Annual General Meeting 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.

9. New Members of the Executive & Council

Christine Szymanski 2nd Vice President

Szymanski is a recognized world leader in Bacterial Glycomics. Working on food pathogens since the early 1990s and internationally-recognized in the *Campylobacter* community, she combines her expertise in food safety and animal health with novel therapeutic and diagnostic platforms developed during her postdoctoral fellowship at the Naval Medical Research Center (1996-2000), the key findings while employed as an independent scientist at the National Research Council of Canada (2000-2008), and the translational advances during her tenure as an Alberta Innovates Scholar and Professor at the University of Alberta (2008-current). Szymanski was the first to demonstrate that bacteria are capable of N-glycosylating proteins and is now exploiting these systems to create glycoconjugate vaccines through recombinant expression in *Escherichia coli*. She was also the first to demonstrate that viruses specific for bacteria express carbohydrate-binding proteins that can be used as novel therapeutics in addition to their recognized diagnostic value. These viruses (bacteriophages) are the most abundant biological entity on earth (10^{+31}) and are a limitless resource for exploitation. Szymanski is currently a Principal Investigator in the Alberta Glycomics Centre (AGC) and former member of the AGC Steering Committee and Management Advisory Board. She currently serves on the Consortium for Functional Glycomics (CFG) Steering Committee (580 members worldwide) and is the Subgroup Leader for the Glycans in Host-Microbe Interactions theme and is on the Journal of Biological Chemistry Editorial board.

If selected to be part of the Executive for the Canadian Society of Microbiologists, I would like to **increase CSM membership** (particularly the young microbiologists) and **participation in the Annual Conferences**. I would also like to **increase the profile of the organization** and **amount of funding received**. I would do this through similar strategies currently being used to increase the profile, membership and funding for the CFG and AGC. Similarly, I have been involved in organizing several meetings, the largest being the International *Campylobacter*, *Helicobacter* and Related Organisms (CHRO) meeting in Vancouver, Aug 28-Sept 1, 2011 (>400 participants and poster abstracts, 42 student travel awards, 12 young investigator awards, 12 plenary speakers invited, 14 concurrent sessions, 28 invited session starters, 38 chairs, 2 networking luncheons). Since CHRO is not part of a society, the funding for the meeting was raised entirely through the efforts of myself and my co-organizer. I hope to bring the experience gained and lessons learned through these activities to the CSM.

10. Reports from the Section

a) **Applied & Environmental Microbiology (AEM) – Peter Dunfield**

The AEM section received a total of 105 abstracts. We rejected a single submission from Saudi Arabia. We detected that this abstract was word-for-word (with one datum changed) from an abstract by the same scientist for a conference in 2007. We agreed, as did Russell Hynes, that this constituted a rejectable abstract. However, we suggest that the CSM create some clear guidelines for rejection, if these do not already exist, and ensure that section chairs are aware of these each year before screening abstracts. Several other abstracts contained no data, but were merely discussions of planned experiments. Although we accepted these after some discussion, in many other conferences they would be rejected. Similar to previous years we had a strong interest from students in the poster competition; 29 abstracts were submitted for consideration to the competition. We judged these in a two-step process. First the Chair and Incoming Chair each screened half of the competition poster abstracts, relegating

those that were obviously in the lower 60% to the regular poster session. We then each ranked the 12 remaining abstracts and after discussing all applicants via phone, agreed upon the top 8 for judging in the student poster competition. Peter Dunfield is on Sabbatical in 2014 and will not attend the 2014 meeting in person. A new incoming chair will be recruited in the coming year as Josh Neufeld becomes the new AEM Chair.

10. Reports from the Section

b) Infections and Immunity (II) – Samantha Gruinheid

Members from the Infection and Immunity section submitted a total of 75 abstracts to the 63rd Annual Conference of the CSM at Carleton University. Of these, 26 abstracts requested to be considered for oral presentation in the section symposium. This year the conference LOC requested that the number of abstracts selected for oral presentation in the section symposium be reduced from 8 to 6. Therefore, following review, 6 abstracts were selected for oral presentation in the section symposium. 20 abstracts were submitted for the Student Award Poster Competition: after review 8 were selected for the poster competition: the other 12 were re-assigned as general posters. Selection of the 8 abstracts for the poster competition and the 6 abstracts for the section symposium was challenging due to the overall excellent quality of all of the abstracts. 8 abstracts requested consideration for the student oral symposium, of which 4 were selected by the education committee. This year, there were two abstracts submitted by a company (DNA Genotek) that had undertones of advertisement. After discussion with Russell Hynes, it was decided that they would be accepted for this year, but this should be discussed at this year's CSM executive meeting.

10. Reports from the Section

c) Molecular Genetics and Cellular Microbiology (MGCM) – Deborah Court Molecular Genetics and Cellular Microbiology (MGCM) – Deborah Court, Chair & Marie Elliot, Vice-Chair

1. Abstract Evaluations

This year, for the 62nd Annual Conference of the CSM at Carleton University in June 2013, members from the MGCM section will present 68 regular posters and 8 posters in the Student Award Poster Competition, as well as 6 regular oral presentations during the Section Symposium and 4 oral presentations during the Student Award Symposium Competition. The total number of abstracts reviewed was 59 for the section including the regular posters and oral presentations and 23 for the group of students indicating an interest in participating in the poster competition. The total number of abstracts therefore reviewed was 82.

111. Reports from Committees

a) Education and Career Committee – Ann Karen Brassinga

Education and Careers Committee report

June 17, 2013

CSM, Carleton University

Co-Chairs

Dr. Ann Karen Brassinga and Dr. Rafael Garduno

Members:

Dr. Denice Bay, Dr. Martin Chenier, Dr. Naowarat Cheeptham

For the **2013 poster competition**, there were 72 entries which is double the number of entries from last year. Chairs and Vice-chairs accepted 8 out of 29 of the AE submissions, 8 of 20 of the II submissions,

and 8 of 23 of the MC submissions to make up a full set of posters for the competition. The numbers were up from last year's total of 44 (9/21 AEM, 8/11 II 7/13 MC). We implemented a new rule this year for this competition, which states that previous competition winners will be ineligible to compete. The extension of the abstract submission to April 27, 2013, acceptance emails sent out on May 23, 2013 combined with the deadline of June 1, 2013 for submission of posters generated a tight deadline for the students to meet. Furthermore, **acceptance emails were not received by three of the students** – an extension of five days was given to these students to submit their poster PDF files for judging. It is **believed that the acceptance emails were caught in the spam filters**. Therefore, we would suggest that there be at least 1 month in between the acceptance emails and poster submission deadline in future competitions. In addition, we suggest that the poster competition acceptance emails are personally sent by the chair of the Education committee to ensure that the student is notified. 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. **Three judges** will be assigned to judge the poster competition during the Annual Conference. We would like to thank **Dr. Marie Archambault (Univ. de Montreal), Dr. Marc Habash (Univ. of Guelph) and Dr. Andrew Cameron (Univ. of Regina)** for volunteering for this role. In the memory of Terry Beveridge, three poster prizes in the amount of \$500 will be handed out for each section: II, MGCM and AEM. In addition, an ASM award comprising an ASM student membership and a book or journal will be handed out for best poster layout. The **2013 oral competition** preparations are complete. There were a total of 22 students who applied, 8 from AE, 7 from II and 7 from MC. In comparison to last year, the numbers are down from 29 students (8 AEM, 12 II, 9 MC). Ann Karen Brassinga, Rafael Garduno and Denice Bay judged the extended abstracts and selected 12 for the competition. Likewise for the poster competition, **two of the students did not receive notification** of their abstract acceptance, most likely due to **trapping of the notification emails in spam filters**. We implemented a new rule this year for the oral competition which states that previous competition winners will be ineligible to compete. We suggest clarifying the eligibility criteria on the website for applicants to include currently enrolled graduate students and post-doctoral fellows who are within one year of receiving the Ph.D. degree. Furthermore, we suggest that student symposium acceptance emails are personally sent by the chair of the Education committee to ensure that the student is notified. The **judges** for the symposium are **Dr. Nik Thomas (Dalhousie University), Dr. Andrew Lang (Memorial University), and Dr. Roberta Fulthorpe (Univ. of Toronto Scarborough)**. We are grateful for the willingness of these individuals to contribute to the judging process. Three awards sponsored by CCM, Cedarlane and ISME-8 will be handed out to the top three oral presentations. For the **CSM Undergraduate Award competition** this year, six nominations were received: 1. Michael Hall (nominated by Dr. Josh Neufeld, University of Waterloo) 2. Justin Falardeau (nominated by Dr. Tyler Avis, Carleton University) 3. Natan Bensousan (nominated by Dr. James Coulton, McGill University) 4. Paul Reginato (nominated by Dr. Trevor Charles, University of Waterloo) 5. Shiloh Ricciotti (nominated by Dr. Tanya Noel, University of Windsor) 6. Tamara Bandet (nominated by Dr. Naowarat Cheeptham, Thompson Rivers University) One application was received after the deadline date which after consideration by the Education committee was allowed in the competition. All six applications were reviewed by Ann Karen Brassinga, Rafael Garduno and Denice Bay and all were found to be worthy of the award. The **undergraduate awards will be presented to the aforementioned six students at the awards banquet this year except for Shiloh Ricciotti who sent her regrets for not being able to attend**. For the **CSM Graduate Ambassador award** this year, we received two nominations: **Juliana Yeung (Simon Fraser University) and Alexander Hynes (Memorial University)**. The applications were reviewed by Ann Karen Brassinga, Rafael Garduno, Denice Bay and Naowarat Cheeptham. In order to encourage more applications in the future, the Graduate Ambassadors have been asked to advertise their status when performing their ambassadorial duties. In addition, advertisement should be continued through emails to undergraduate and graduate secretaries in Canadian Universities and CSM University Representatives, and advertising through AUCC. The **Graduate Ambassador award will be presented to one student, Alexander Hynes, at the awards banquet this year. Juliana Yeung sends her regrets**. This year, we introduced the **Young Research Investigator Symposium** intended primarily for post-docs, but newly appointed faculty members were also invited to submit abstracts for participation. We received **9 abstracts** (8 post-doc; 1 faculty) of good to excellent quality. We selected five applicants to present in 25 min slots. To judge the

response to the symposium and to avoid the costs of implementing this category selection on the website, applicants were instructed to send their abstracts to Ann Karen Brassinga and register for the poster presentation. Unfortunately, their **abstracts were inadvertently included in the pool of abstracts** for consideration by the section chair/vice chairs for selection of oral presentations in the section symposia, resulting in **potential double-booking of some candidates**. Thus, the abstract selection was revised to prevent double-booking with the section symposia. In the end, all applicants were given an opportunity to speak. In the future, we **suggest that the Young Research Investigator Symposium be organized on the AMS in a separate category**, so that those whose abstracts were not selected for participation in the Symposium could still be reallocated to the general pool of abstracts for consideration for participating in the section symposia or for selection by the LOC for participation in other venues. Furthermore, we suggest that those who were selected for the Young Research Investigator Symposium will then be congratulated for being chosen to present their work orally and then asked if they still want to present a poster. In addition, Rafael Garduno wrote an article on what is involved in pursuing a career in microbiology that was published in the summer edition of the Canadian School Counsellor Magazine (attached to this report) distributed throughout high schools across Canada.

Final suggestion

In future conferences, we suggest that the role of the Education & Careers Committee be clarified to the LOC responsible for the conference. We recommend that early in the preparations for the Annual Conference (Fall), the LOC have a teleconference with the Meetings Secretary and the Education Committee to detail their respective roles regarding organization of the section symposia, student competitions, post-doc symposium as well as abstract management.

11. Reports from Committees

b) Awards Report

- i) CSM Murray Award for Career Achievement
Nancy Martin**

11. Reports from Committees

b) Awards Report

- ii) Fisher Scientific Award Committee
Ivan Oresnik, Chair**

11. Reports from Committees

b) Awards Report

- ii) Armand Frappier Outstanding Student Award**

12. Reports from Representatives to outside organizations

a) Canadian Journal of Microbiology, 2011/12

J. Germida, H. Deneer, Co-Editors

**Report from the *Canadian Journal of Microbiology*, 2013
J. Germida, H. Deneer, Co-Editors**

The *Canadian Journal of Microbiology* (CJM), published by Canadian Science Publishing (CSP), is the only journal in Canada publishing original research in general microbiology and maintains a close association with the Canadian Society of Microbiologists. For 2012-13:

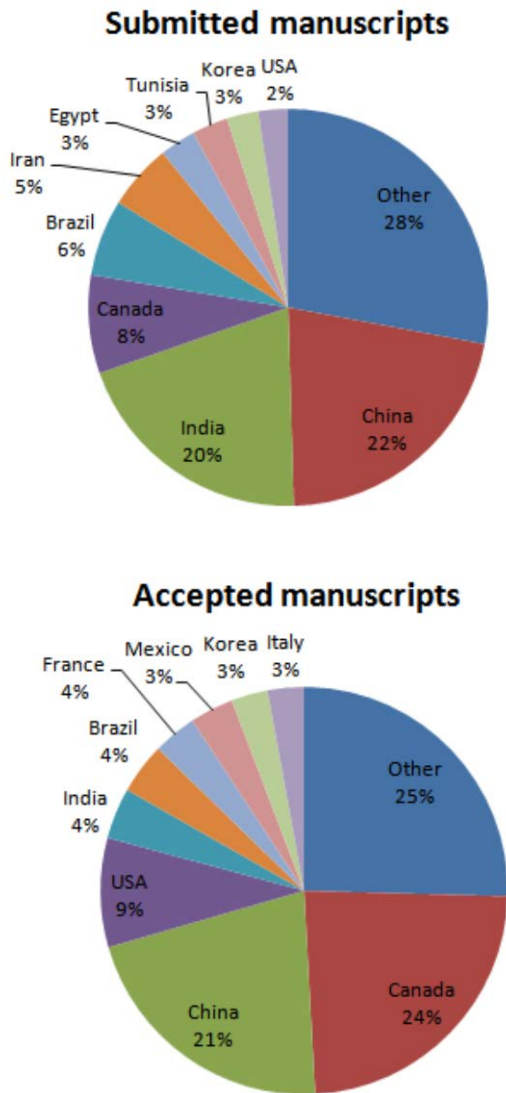
- We welcomed two new Associate Editors to the Editorial Board – Dr. Chris Yost from the University of Regina and Dr. Andrew Lang from Memorial University. All Associate Editors are now appointed to renewable 2-3 year terms so it is conceivable that we will see some turnover on the Editorial Board as we go forward. We continue to look at an overall expansion of the Editorial Board and will be focusing our efforts on increasing the number of Associate Editors located outside of Canada.
- Publication and general readership statistics for 2012:
 - 744 manuscripts were received for review, of which 157 were published (79% reject rate).
 - Average time from manuscript submission to first decision was 39 days (in comparison, a recent survey of 105 related journals found a median of 38 days from submission to decision).
 - The majority of submissions and final published papers were from non-North American authors (see figure below), reflecting the Journal’s continued strong international reach.
 - The vast majority of the Journal’s content is now accessed electronically through the website maintained by CSP. Full-text downloads of articles (HTML and PDF) have steadily increased over the past five years.
- We continue to build on our close association with the CSM/SCM. For example:
 - The CJM and CSP were pleased to sponsor the CSM-Murray Award for Career Achievement presented to Dr. Eric Brown at the 2012 CSM/SCM meeting in Vancouver. A review article based on Dr. Brown’s lecture was published in the CJM in March, 2013. We have committed to continued sponsorship of the CSM-Murray award.
 - We published manuscripts based on the two other major CSM award lectures – the Armand-Frappier Outstanding Student Award given to Elena Breidenstein, and the Fisher Scientific Award given to Brian Coombes. In the past, review articles based on CSM award lectures have been very well received by the readership of the Journal, consistently ranking among the most-read papers of the year.
 - A Memorandum of Understanding was signed between the CSP and the CSM/SCM which we anticipate will be of mutual benefit to both organizations.
- With the assistance and administrative support of CSP we are actively exploring several targeted initiatives aimed at increasing the readership of the Journal, its impact factor, and overall visibility. These initiatives include:
 - Exploring opportunities to publish a limited number “special issues” encompassing a specific topic or theme. For example, this year we will develop a special issue devoted to selected papers delivered at the Environmental Dimensions of Antibiotic Resistance Satellite Symposium (EDAR SS) to be held in conjunction with the 2013 CSM/SCM meeting.
 - Recruiting more international Associate Editors, especially those located in India and China where we are seeing a significant increase in the numbers of submitted manuscripts. This will further highlight the international scope of the Journal and potentially help to improve the quality of manuscripts received from these areas.
 - Actively soliciting more review manuscripts and high-impact research papers, especially from the Canadian microbiology community.

- Reviewing the categories under which our yearly impact factor is calculated – for example, the “Immunology” category may not be appropriate for a Journal such as ours which carries very little immunology content).

- Highlighting papers published in the Journal that may be of exceptional importance or interest and promoting these papers externally (eg. through the “Editor’s Choice” space on the Journal website, through various social media channels, etc.).

- More extensive advertising to better promote the benefits of publishing in the CJM (eg. our competitive peer review and publication times, free color images, open access to selected papers, etc.) in an effort to further attract higher quality submissions.

Figure: Country of origin of submitted and published manuscripts



12. Reports from Representatives to outside organizations

- b) **International Union of Microbiological Societies Representative Charles Dozois**

12. Reports from Representatives to outside organizations

c) International Committee on Taxonomy of Viruses – Peter Krell

National Member, International Committee on Taxonomy of Viruses (ICTV)

Report prepared and respectfully submitted by Peter Krell May 28, 2013

The ICTV is a committee of the Division of Virology of the International Union of Microbiological Societies (IUMS). National members of the Virology Division are nominated by member Societies, like the CSM/SCM, up to a maximum of 5 members per country, one for each independent national body if more than one. Peter Krell was nominated in 2005 as the national member for Canada first by Richard Sparling and then by John Smit representing the CSM/SCM. The terms are open ended, but the ICTV is encouraging national societies to elect for terms of 3 or 6 years to allow for better turnover. The national representatives and the 18 executive committee members are the only members of the ICTV. The ICTV is responsible for voting to ratify or not, virus taxonomic proposals vetted and recommended by the ICTV Executive Committee at the triennial meetings of the Virology Division through the IUMS meetings. The next meeting of the Virology Division, and hence the ICTV, is July 27 to Aug 01 in Montréal.

Since the ICTV does not meet until next year, there is not much to report as the National Representative of Canada over the past 2012/2013 year. However as I near the end of my last term as National Representative of Canada (officially at the conclusion of the ICTV meeting in Montréal in July 2014) it is time for the CSM/SCM to choose and nominate a replacement. This should take place sometime prior to July 2013 and preferably earlier. The process of nomination would be for the President of CSM/SCM to present the society's nomination to the President of the ICTV. The current president is Dr Eric Carstens, Department of Biomedical and Molecular Sciences (formerly Microbiology and Immunology) Queen's University Kingston ON K7L 3N6.

If acceptable, I would suggest that Dr Andrew Lang of Memorial University of Newfoundland (aslang@mun.ca) would be an ideal candidate. Andrew has been a long serving and active member of the CSM/SCM and would represent the society and Canadian virologists well. Of equal importance is his contribution to virology, particularly virus taxonomy. Andrew is currently the Chair of the *Marnaviridae* Study Group for the Fungal Viruses. In this capacity he is already familiar with the ICTV and its inner workings. Also, Andrew had indicated to me his interest in being considered for the position of National Representative for Canada of the ICTV. The ICTV members meet during the ICV (IUMS) meetings and will vote to ratify (or not) taxonomic proposals recommended by the executive. A note of caution, there is no remuneration and the ICTV members are expected to cover their own travel costs. The rationale (other than lack of a budget) is that the member would be going to the ICV anyway.

Incidental to his role as National Representative for Canada at the ICTV, Peter Krell was elected to the ICTV executive as one of eight "elected members" in addition to the Executive Committee President, Vice President, Proposals Secretary, Business Secretary and Chairs of the six Virus Sub Committees. This role is independent of the role as National Member, but generally only National Members are elected to the ICTV Executive Committee. Since then he was elected to Chair of the Invertebrate Virus Subcommittee for a three year term 2008 to 2011 and then a second (and last) three year term for 2011-2014. The Executive meets yearly (members pay their own travel costs) to review taxonomic proposals, mostly from Study Groups and either accepts, rejects or suggests modification. Over the past recent years, the Executive has met in Paris France (2010), Sapporo Japan (with the ICTV, 2011), and Leuven the Netherland (2012). The meeting of the ICTV Executive this year will be in Edinburgh Scotland (July 14-17) and I will finish my term at the end of the next meeting of the ICTV in Montréal Canada (2014).

12. Reports from Representatives to outside organizations

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

Dr. Nancy Martin

President, Canadian Society of Microbiologists

Re: Biological and Chemical Defence Review Committee Report to the CSM-SCM, 2012

Dear Dr. Martin,

I am happy to report to the CSM on the activities of the Biological and Chemical Defence Review Committee (BCDRC), which comprises Dr. Pierre Potvin (YorkU, chemistry; incoming Committee Chair), Dr. Sheldon Roth (UCalgary, toxicologist), and Dr. Julia Foght (UAlberta, microbiologist). The Executive Officer is Brigadier General (ret'd) James Selbie. Our arm's-length website can be found at <http://www.bcdrc.ca/> with a link to our formal, public report for 2012 activities.

The BCDRC mandate is to provide an independent, third-party review of the Biological and Chemical Defence (BCD) research, development and training activities undertaken by the Department of National Defence (DND) and the Canadian Forces (CF) with a view to assessing whether these activities are defensive in nature and conducted in a professional manner with no threat to public safety or the environment. Recent conflicts reported in the news involving the use of biological toxins, suspected use of chemical weapons and potential use of biological agents makes the Committee's work ever more important and relevant.

In 2012, the BCDRC completed three rounds of visits to DND establishments and other institutions involved in BCD research. I have listed below just a few highlights of the committee's work. Our first visit (April 30) comprised a visit to 1st Regiment Royal Canadian Horse Artillery (Shilo MB) where we observed a BCD training session using nerve agent simulant and received briefings on BCD capabilities. On May 1 we visited the National Microbiology Laboratory and Canadian Food Inspection Agency's National Centre for Foreign Animal Disease (Winnipeg MB). Our visit to the Defence Research & Development Canada (DRDC) – Suffield Research Centre (May 2-4) included numerous briefings and tours, observation of a live-agent training exercise, and inspection of the Bio-Safety Level II and III laboratories while the latter was shut down for routine maintenance and re-certification. Our annual inspection of biological agent and toxin holdings was performed during a separate visit in September.

In June the committee met in Ottawa for briefings from the Chief of Defence Intelligence, the Centre for Security Science, and several others (Jun 8). We then visited DRDC – Valcartier and CFB Valcartier (QC) (June 11), CFB Trenton (June 13), and attended the Public Security Science & Technology Summer Symposium in Ottawa (June 14), finishing in Ottawa with the CF Health Services Group Headquarters and others (June 15).

Additional training and observation activities were undertaken by members of the committee individually during 2012, including attendance at the Chemical, Biological, Radiological and Nuclear (CBRN) Personal Protective Equipment Standardization Workshop in Kingston (January) and the Senior Officer CBRN Defence Course in Ottawa (November).

During its 2012 visits the Committee was satisfied that DND and the CF are 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. Based on observations during the course of its visits, the Committee made several recommendations itemized in the 2012 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 DND and 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.

I have approached the CSM Executive through the Secretariat to ask for names of microbiologists who might be interested in succeeding me on the Committee in 2-3 years' time. I am hopeful that a short list of such individuals will be forthcoming, either self-identified or nominated by the CSM.

12. Reports from Representatives to outside organizations

e) ASM International Membership Committee and Ambassador to Canada – Trevor Charles

I started as ASM Ambassador to Canada this fall, and SubbaRao Chaganti is the new ASM Young Ambassador to Canada. We are grateful to Peter Krell for his several years of service as ASM Ambassador to Canada, and the wealth of documentation that he provided related to the position. ASM has a very active International Affairs office. They are attempting to assume a leadership role around the world, interacting with the various national microbiological societies, and in some cases participating in national meetings. We took part in a webinar, where ASM International Staff and ASM President Jeffery Miller outlined the international vision of partnerships between ASM and the national societies in addressing global grand challenges related to microbiology. One major initiative is the ASM Virtual Speaker program, in which lectures by prominent microbiologists are prepared and recorded. They are then available to be presented at meetings and workshops, followed by a remote Q&A session.

At the ASM conference in Denver, along with many of the other ASM International representatives, we met with incoming ASM President Jo Handelsman, who outlined the Small World initiative that she is developing. This is a research oriented experiential learning program for freshman microbiology students, with a focus on isolation of novel antimicrobial producing strains. She is keen to having the program widely adopted, and welcomes contributions to its further development.

This year, ASM continues its tradition of supporting the CSM student competitions. An award consisting of ASM student membership and an ASM book or journal will be presented to the best poster. In the coming year, we intend to work closely with ASM leading up to the IUMS meeting, to the mutual benefit of CSM and ASM. We have also initiated discussions regarding ASM involvement in the iGEM Americas Regional Jamboree that will take place this fall in Toronto.

We welcome any suggestions or feedback related to enhancing the relationship between CSM and ASM.