

European Crystallographic Association

Minutes of the Council Meeting held in Basel, Switzerland
Day 1 12pm Monday 29 August in room Osaka

Day 2 12pm Wednesday 31 August in room Samarkand

Reserve meeting 12pm Thursday 1 September in room Singapore



Reports can be obtained from the following folder on Dropbox:

https://www.dropbox.com/sh/qj7awkigofkb080/AACyndqfusOwewpvkR0gS4B_a?dl=0

Agenda 1st day

23 of 38 Councillors present

1. Opening

1.1. Welcome to Council members and Guests

We will welcome new members and approve a new GIG, we have a new ECA website and we are working on a new payment system for membership. We will revise the ECM guidelines

1.2. Applications for ECA membership

Received from Albania & Kosovo (combined) and also Tunisia

Michele Zema provided background information on the Kosovo/Albania application. There was a workshop in Tirana organised by Dritan which generated strong interest in crystallography. Bruker had loaned a diffractometer. Michele urged ECA to support the development of crystallography in these countries .

Council approved the applications to join ECA

1.3. Review of former e-mail decisions

(secretary's report)

2. Annual Reports by the President and the Treasurer

2.1. Report by the President Alessia Bacchi

Report of the President of ECA, September 2015 – August 2016

During the first year of my presidential term, four main themes have been specifically addressed: strengthening the educational role of ECA, improving ECA visibility, enlarging ECA memberships, and supporting empowerment of crystallography in Africa. Beside this, we have constantly cooperated with the organizers of the past ECM29, the present ECM30, and the next ECM31 and ECM32 in order to ensure a continuity in the quality of our main scientific showcase, and we have been in constant contact with the organizers of the next European Crystallographic Schools as well. The Executive Committee met in Parma in February 2016 to plan the activities for the present year, and to discuss the progresses in the organization of ECMs and ECSs with the colleagues involved in this.

I have worked on these themes with the valuable help of all the Executive Committee members, who I would like to thank for their constant excellent contributions. I would like also to mention the priceless work done by the colleagues who took the honour and the burden of organizing the European Crystallographic Meetings, the present, the past and the future ones, and the colleagues who adhered with enthusiasm to the organization of the European Crystallographic Schools, which are now an established plan.

In particular, some relevant achievements deserve to be mentioned.

ECA visibility on the web

The new very attractive website was launched. I wish to express the gratitude of all ECA community to Fermin Otalora who worked on the website, to Radek Kuzel who maintained the old site and the lists, and to Christian Lehmann who helped with the section about payments, and to all the EC members who tested the site. The new site is also a valid platform for the SIG and GIG pages. Thanks to Christian Lehmann, a Wikipedia entry for ECA has been established in German, in Italian and in Spanish.

ECA membership

New representatives of the Individual Members in the Council have been elected. I wish to congratulate with Kamil Dziubek, Serena Chiara Tarantino and Harry Powell. The Executive Committee has designated a specific officer to liaise with the IM representatives to help communication and facilitate their activity. Carl Henrik Gorbitz will take this task for the current term. Regarding national membership, ECA has supported the organization of an IUCr OpenLab for South-East Europe and the Balkan region, in Tirana, chaired by Michele Zema, Dritan Siliqi and Enkileida Beqjrai. The OpenLab has been very successful in terms of participation and has triggered the interest of the regional crystallographers to join the ECA. I sent a video message for welcoming the participants on behalf of the ECA during the opening ceremony. Albania and Kosovo will present their application to become National Members of the ECA to the Council in Basel.

Crystallographic Teaching and Education

A General Interest Group on Education in Crystallography (GIG-EC) has been promoted and its approval will be brought to the Council in Basel. Promoters are Marijana Đaković, University of Zagreb, Croatia. Catharine Esterhuysen, Stellenbosch University, South Africa, Chiara Massera, University of Parma, Italy. Serena Chiara Tarantino, University of Pavia, Italy.

I would like to welcome this initiative, which follows the line of developing the efforts to establish a plan to coordinate crystallographic education in the ECA region, despite the trend of most national educational systems, where crystallography tends to disappear from the syllabus. This problem, which has been discussed widely within the ECA EC in the past years, was analyzed in the Round Table 'Teaching Crystallography' held at the 4th Meeting of the Italian and Spanish Crystallographic Associations, where I participated together with the ECA educational coordinator Fermin Otalora, who chaired the session. The European Crystallographic Schools, initiated in Pavia in 2014, are now a consolidated plan: ECS3 organized in Croatia next September has collected an excellent consensus, and the two next schools have been already proposed in Poland in 2017 and in South Africa in 2018. I wrote to the National Associations to encourage them to provide grants to their students to join the ECS, since we consider this the basis to build our next generation of crystallographers.

Empowering crystallography in Africa

In the past years the ECA has committed to be proactively involved in the process of empowering the crystallographic community in Africa, in cooperation with the IUCr. In particular the immediate Past-President André Roodt has greatly contributed to this, in synergy with other colleagues deeply committed to the subject, as Claude Lecomte and Michele Zema. I took part to the 5th Tunisian Crystallographic Meeting, in April 2016, together with André Roodt, where the ECA has ensured the support to foster the organization of the 2nd North African Crystallographic Conference in 2017.

A delegation of the ECA EC (Alessia Bacchi, André Roodt, Christian Lehmann) will participate to the 1st Pan African Conference on Crystallography, in Cameroun October 2016, co-chaired by Claude Lecomte. The ECA has supported this meeting with travel grants to African scientists, and the Past-President contributed to receive a conspicuous funding from ICSU in the frame of the support to the development of crystallography in the African region.

Parma, August 10th 2016

Alessia Bacchi

President of the European Crystallographic Association

2.2. Report by the Treasurer Christian Lehmann

Report of the Treasurer for the financial year 2015

The following overview shows income and expenditure for the calendar year 2015.

The surplus from ECM 29 was received in January 2016 and is not included in the sums shown below. The financial year 2015 finished with a small surplus, excluding payment of any ECM 29 surplus.

Financial Overview ECA 2015

Income	Account		Sums
	ABN Amro	Czech €	
IM	980,00 €	4830,00 €	
NM	7.689,00 €		
CAM	3.480,00 €		
Interest	262,97 €		
ECM support	5.800,00 €		
ECA Exec	0,22 €		
Travel grants	400,00 €		
Total income	18.612,19 €	4830,00 €	23.442,19 €
Expenditure			
Bank charges	-212,05 €	-144,90 €	
SIG support	-7.111,00 €		
ECM support	-3.000,00 €		
ECA Exec	-1.459,20 €		
Leaflets	-1.458,52 €		
Travel grants	-2.160,00 €		
Prizes	-6.190,74 €		
Total Expenditure	-21.591,51 €	-144,90 €	-21.736,41 €
Total Result			1705,78 €

The overall situation of the ECA assets is developing positively. Following the suggestions of the auditors a savings account was opened at the beginning of 2015 which now holds € 30,000 of the ECA assets. Interest was earned. The Perutz-Bertaut-Foundation has lost about 1% of its value, which is compensated by the interest paid.

The complex situation of credit card payments into the Euro account of the Czech and Slovak Crystallographic Association has been resolved. Credit card payments are no longer possible into this account. The remaining balance will be transferred to the ABN Amro account in 2016.

Presently we are working on enabling PayPal payments for individual members outside the Single European Payment Area (SEPA).

	ABN Amro Giro	ABN Amro Savings	Czech €
Opening Balance	47.586,04 €	0,00 €	0,00 €
Closing Balance	14.343,75 €	30.262,97 €	4685,10 €
Difference	-33.242,29 €	30.262,97 €	4685,10 €

	Perutz-Bertaut-Foundation		Interest
	Equities	Cash	
Opening Balance	83.620,66 €		
Closing Balance	82.641,87 €		
Difference	-978,79 €	350,62 €	1.825,65 €

ECA Budget Planning 2016

Income	Account		Sums
	ABN Amro	Czech €	
IM	3.000,00 €	500,00 €	
NM	6.000,00 €		
CAM	5.000,00 €		
Interest	200,00 €		
ECM 29 support	20.000,00 €		
Total planned income	34.200,00 €	500,00 €	34.700,00 €
Expenditure			
Bank charges	-300,00 €		
SIG support	-5.700,00 €		
PCCr1	-3.000,00 €		
ECS3	-5.000,00 €		
ECM 31 loan	-6.000,00 €		

ISE membership 2015 + 2016	-2.000,00 €	
ECA Exec	-1.000,00 €	
Leaflets	-1.500,00 €	
Travel grants	-600,00 €	
Prizes	-6.500,00 €	
Total Planned Expenditure	-31.600,00 €	-31.600,00 €
Total Result		3.100,00€

3. Approval by the Council of the submitted accounts

3.1. Report of the Auditors for the financial year of 2015

Audit of the financial status of the European

Crystallographic Association (ECA) for the calendar year 2015

Auditors:

Carlo Mealli, Italy

Jindřich Hašek, Czech Republic

We have audited the accompanying balance sheet of the ECA for the financial year 2015 and the related statements of income, retained surplus and cash flows. The audit is based on the report of the ECA Treasurer, Prof. Dr. Christian W. Lehmann, delivered to us in July 2016, the report of the Executive Committee and other e-mail communications with members of Executive Committee. No primary documents were checked.

The financial statements present the financial position of the Association on December 31st, 2015, and the results of its operations and its cash flows for the reference fiscal year.

July 31, 2016

Jindřich Hašek

Czech Republic

Carlo Mealli

Italy

Current status of the ECA accounts on December 31 2015

Funds in the ABN-AMRO Bank

The ECA has the current bank account at the ABN-AMRO Bank in the Netherlands.

For a rather long period of time the ABN-AMRO Bank did not allow ECA to receive payments through credit cards or the Paypal system. The situation changed in March 2016. New practical instructions about the usage of the electronic transfer of money were issued, however seemingly, some issues have not been completely clarified to some ECA members.

Collecting of IM fees to the account in bank Ceska sporitelna in Prague was terminated in April 2016. The Prague account served to ECA many years. The collected money were transferred to the main ECA account in two year periods. The actual sum on account is 4 685 EUR and includes IM fees for about one and half year. Resetting the account and the final transfer of collected fees to the main ABN-AMRO account will be done best by the end of the fiscal year when the official accounting of budget with all duties and charges for long period will be authorized.

Total cash available since January 1st 2016 was:
 14 344 EUR at the current account ABN-AMRO
 30 263 EUR at saving deposit ABN-AMRO
 ~ 4 685 EUR at Ceska sporitelna
 ~ 49 292 EUR total

Total cash available in January 1st 2016 is: 49 292 EUR
 Total cash available in June 2015 was: 47 586 EUR
 Increase 1 705 EUR

Assets deposited in Darmstadt – these are held at the hosting foundation named "Friends of the University of Darmstadt" (FUD) under the responsibility of Professor Harmut Fuess, Germany. The previous balance, the ECA capital in the FUD was 82.641 EUR with a decrease of 978 EUR. The negative difference was covered by 1.825 EUR of interest, so that the actual budget is now 83 490 EUR. Original intention of FUD deposit is to cover ECA prices. Until now, the prices were always covered from current budget.

Total amount deposited at FUD January 2016 is 83 490 EUR
 Total amount deposited at FUD June 2015 was 82 642 EUR
 Increase 848 EUR

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The overall capital of the ECA at this time amounts 132 782 EUR with an increase of about 2 553 EUR with respect to the previous financial year.
 49 292 EUR is operative, 83 490 EUR is fixed at the FUD.

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Long term status and future potential of different sources of the ECA income is shown in the following Table. The columns show the long term income (in thousands EUR) / stability of income / comparison with similar organizations / potential to increase income/

	average	stability	comparison	future potential per year
ECM organization	0 – 25	low stability	n.a.	15-30
Member states (NM)	7	stable	ECA fee is low	7-14
Commercial (CAM)	3	stable	low fees	depends - direct donation to ECM compete with member-fees to ECA
Personal members (IM)	3	stable	n.a.	3
Bank and FUD interests	0.5	not reliable	similar	low in near future, expected increase with inflation rate

Participation of ECA in the ECM organization

Scientific program is made by ECA, local organizers ensure the practical matters at place only. No doubts that locals would not be able to make such an event alone. Thus, even significant participation of ECA on the ECM profit is fully legal.

There is agreement that surplus of ECM will be transferred to ECA. It works some way and thus the surplus of money from ECMs formed on average really the main source of ECA incomes in the past 10 years. However, something was not ideal, because the income fluctuated between 0 to 25 thousands EUR.

Some measures should be done to stabilize this main source of income. It seems that the paper handling should be improved - some signed documents summarizing the obligations of local organizers to ECA. Then the organizers can include the ECA requirements in their financial plan and can rigorously keep the rules .

Agreements made by comparable organizations as the ECA contain surplus 20 or 30 EUR per one participant or up to 10 % of total turnover. In case of ECA , an amount of 20 EUR per person is not unrealistic, since it correspond to less than 5 % of registration fee. income on the same level as before, it is enough to ask 20 EUR per person (i.e. less than 5 % of the conference fee). This measure could make handling of surplus more transparent and stabilize the budget.

Member state and individual member fees are two different ways of payments per capita.

The amount paid by member states reflects the number of all registered crystallographers in the country. The fees asked by ECA are much lower than the member fees asked by IUCr.

Individual member fees concerns mainly the crystallographers who like to be active in the ECA activities, i.e. lower number of payee.

As both payments are connected with the number of voters, the member state fees provide undeserved equal rights to small countries as to the much larger countries. On the other side, the IM fees hide a danger that the voice of small countries completely disappears in overwhelming majority. That is probably the reason why the executive keeps both fees.

Corporate members.

The solution needs real understanding the needs of individual companies and cannot be dealt generally.

CONCLUSIONS

1. Auditors are grateful to the Treasurer Christian Lehman for his detailed answers to the various remarks, which they made in the reports of the previous years.
2. Auditors recommend to consider the comments to the ECA budget and its future development given above.
3. Auditors recommend to invest more money in initiatives for the diffusion of crystallography, to support students with scholarships, secondments abroad, and more.
4. Financial discounts should be automatically offered not only to students, but also to the retired scientists (over 65), who prove to be active in the discipline (e.g. discounts in registration fees or waved ECA membership fee, etc.).
5. For better transparency, the descriptors of money transfers in bookkeeping might be more self-explanatory. E.g., the loan to ECM organizers should be called as loan and not as ECM support. When the loan is turned back after ECM, it should be called repayment of borrowed money not income from ECM, etc.
6. One third of the ECA capital only (i.e., less than 50 000 EUR) is now available for financial transactions, although the deposits in the AMRO bank increase somewhat every year. Conversely, the funds in the FUD (now two thirds of the whole ECA capital) should be kept constant. For the sake of transparency, the auditors recommend to fix the basic FUD capital to about 85 000 EUR, while the interests should be transferred to the ABN-AMRO account each financial year.

7. Both auditors authorize the bookkeeping the ECA in the fiscal period 2015-2016.
July 31, 2015

Jindřich Hašek
Czech Republic

Carlo Mealli
Italy

4. Annual Reports by the Executive Committee and preliminary progress reports

4.1. Report by the Vice-President Udo Heinemann also on the Perutz, Bertaut and poster prizes

Perutz Prize

The Ninth Max Perutz Prize of the European Crystallographic Association (ECA) is awarded to **Dr Václav Petříček** from the Institute of Physics of the Czech Academy of Sciences, Prague, Czech Republic.

Václav Petříček is recognized for his practical application of the theory of aperiodic structures in his computing system JANA. Crystalline materials that lack three-dimensional translational symmetry have been discovered in all classes of compounds. These aperiodic materials are of tremendous theoretical interest and practical importance. Through the continued effort of Václav Petříček JANA has made aperiodic structures accessible to a wide community of crystallographers and chemists.

Václav Petříček will receive the award at the Opening Ceremony of the 30th European Crystallographic Meeting in Basel (Switzerland), August 28th – September 1st, 2016.

The jury was composed of Alessandra Crispini, Julien Haines, Udo Heinemann (chair), Holger Klein, Ullrich Pietsch, Helen Stoeckli-Evans and Marjolein Thunissen.

Bertaut Prize

The Eighth Erwin Felix Lewy Bertaut Prize of the European Crystallographic Association (ECA) and the European Neutron Scattering Association (ENSA) is awarded to **Dr Linda Reinhard** from the Karolinska Institutet @ DESY, Hamburg, Germany.

Linda Reinhard is recognized for her pioneering contributions to the crystallographic analysis of enzymes and the optimization of protein preparations for diffraction studies.

Linda Reinhard will receive the award at the 30th European Crystallographic Meeting in Basel (Switzerland), August 28th – September 1st, 2016.

Prize Guidelines

An ECA proposal for a new version of the Guidelines for the Bertaut Prize has been drafted by Udo Heinemann, Christian Lehmann and Alessia Bacchi and communicated to ENSA. The new Guidelines are up for approval by the ECA Council as a change of ECA ByLaw 8.2.

Poster Prizes at ECM30

The local poster prize local coordinator, Bernhard Spingler, University of Zurich, communicated that the poster prize list is complete, and it is well advertised on the ECM30 web site. Participants will apply for poster prizes on-site simply by placing stickers on their poster. The stickers are made available by the organizers. There are 13 companies/institutions offering a total of 17 prizes. With a small number of exceptions, the juries are in place.

Travel grants review

I joined Carl Henrik Görbitz in evaluating the applications for travel grants to professors, postdoctoral researchers and PhD students for the First Pan-African Conference of Crystallography to be held in October 2016 in Dschang (Cameroon). A final decision by the organizers on the bursaries they will be able to hand out is expected soon.

Udo Heinemann, 04th August 2016

4.2. Report by the Past-President Andreas Roodt

Since passing on the presidency to our new president, Prof Alessia Bacchi from Parma, my activities have been significantly reduced.

Apart from the general responsibilities, it can be summarized in the following four points.

1. I opened, attended and lectured at ECS2 (2nd European Crystallographic School) in Mieres, during September 2015, organised by the Spanish crystallographers, with Santiago Garcia-Granda leading the effort.

Although the attendance by young colleagues was not that great, the school was at a high level, taking forward the effort of the ECA in this regard.

2. I attended several meetings of the Initiative for Science in Europe during the latter part of 2015 and early 2016, wherein the ECA inputs in this effort to date were considered valuable and necessary.

The ISE has been establishing a new structure, with new Statutes, and moving the secretariat from Heidelberg to Brussels.

The Initiative for Science in Europe (ISE) is an overarching organisation working for the expansion of science in Europe and engaging with politicians and other decision makers to influence policy affecting science such as funding and strategies. The ISE represent more than 300,000 individual scientists in the European region from 20 member organisations and 15 observer organisations. I currently still support the continued membership of the ECA to the ISE to further influence decision makers to pro-actively support science.

Follow-up activity on this will be handled in future by the new president of the ECA.

3. The Africa initiative of the ECA (in cooperation with the IUCr) was continued, and culminated in the following activities:

(i) Several senior ECA officials attended the 5th Tunisian Crystallographic Meeting in Hammamet, Tunisia, 20-24 March 2016, with Prof. Abdelwaheb Cheikhrouhou as conference chair. I acted as 'Honorary Chairperson' of this conference. During this meeting it became clear that additional effort from the ECA Exec will be required to assist and engage with colleagues in Tunisia to expand crystallographic activities in North Africa and in Tunisia.

(ii) The First Pan African Crystallographic Conference, as part of expanding the crystallographic footprint in Central Africa, chaired and coordinated by Prof Claude Lecomte from Nancy in France, is scheduled in Dschang, Cameroon, for the 2nd week of October 2016. Significant contributions from the ECA community are already incorporated in the programme, and we look forward to a successful meeting.

4. I attended and contributed to the ECA Exec meeting 19-21 February 2016, in Parma, hosted by the ECA President, Prof Alessia Bacchi, where the usual contributions by the immediate past president of the ECA were made regarding future strategies of the European Crystallographic Association.

Andreas Roodt.

ECA Immediate Past President: 2015-.

4.3. Report by the Secretary Georgina Rosair on summary of the work of the Executive Committee

At the last Council meeting we asked for nominations for Individual member representative

Through Radek Kuzel, we were able to implement electronic voting for 3 individual member representatives.

Harry Powell, Serena Tarantino and Kamil Dziubek were duly elected

Our President Alessia Bacchi hosted the Executive Committee Winter Meeting in February for Exec members in Parma. It was a very fruitful meeting and many thanks to Alessia for her wonderful hospitality.

New website has been developed and implemented by Fermin Otalora means exec members can update web pages

The Italian Individual Members will pay their annual fee directly to ECA rather than via the Italian Crystallographic Association, to simplify and streamline membership records

We have had discussion on implementing new GIG, GIG3 Teaching in Crystallography and the proposal to start this new GIG will be presented to Council.

Discussion on updating the rules for the Bertaut Prize, these are presented to Council

We have received a proposal to host ECS in Stellenbosch in 2018

We discussed support for European Young Crystallographers' Satellite Meeting for ECM30

The French crystallographic association will bid to host an ECM in 2021

Georgina Rosair August 2016

4.4. Report by Carl Henrik Görbitz on ECA links and National Councils

4.5. Report by Marijana Đaković on SIG/GIG organisation

4.5.1. Vote on inauguration of GIG3 "Education in Crystallography"

4.6. Report by Joke Hadermann on sponsorship of meetings and schools and CAM liaison

4.7. Report by Fermin Otalora on education and the website related activities

5. Elections

5.1. No elections scheduled for this year

6. Reports regarding ECMs

6.1. ECM Guidelines

6.2. ECM30 (2016) Basel – meeting in progress : Katharina Fromm, J Schefer

6.3. ECM31(2018) Oviedo progress in organisation Santiago Granda Garcia

6.4. ECM32 (2019 Vienna (progress in organisation (K Hradil)

6.5. ECM33 potential venues presentations (France)

7. European Crystallography School

7.1. Report on ECS2 (Mieres, Asturias, Spain)

7.2. Progress report on ECS3 (Croatia)

7.3. Progress report for ECS4

7.4. Bid for ECS5

Planned end of the first day of the Council Meeting European Crystallographic Association Agenda of the Council Meeting Rovinj 2015

Agenda 2nd day

8. IUCr-ECA link, (Radek Kuzel)

9. Initiative for Science in Europe (ISE), (AR, AB)

10. National Crystallographic Associations (report from CHG)

10.1 Contact with councilors, upgrade of ECA web page

Information about national councilors is available on the web page

<http://ecanews.org/mwp/about-eca/membership/national-members/>

After the ECM29 meeting in Rovinj, it was clear that in several places the names, the e-mail addresses or both were outdated. Consequently, e-mails have been sent to representatives of all member countries asking for an update. Contact has subsequently been established with everyone except the representatives of Algeria, Egypt, Morocco and Ukraine. Notably, according to our files, none of them have been represented at council meetings after 2010 (except Ukraine in 2011). To clarify the situation, numerous unsuccessful e-mails have been sent to a selection of crystallographers (other than the councilor) from these four countries. Any help on this matter would be appreciated, as we should obviously like to see all member countries represented at the ECM's.

The representative of Latvia, Anatolij Mishnev, has announced they will not be represented at ECM30 due to a strained financial situation.

The Nation Members web page is now updated with changes for all but five countries, more or less according to this template:

Germany

Councillors: Ute Kolb (kolb@uni-mainz.de)

Webmasters: Götz Schuck (goetz.schuck@dgkristall2.de)

E-mail Substitutes: Daniel M. Többens (daniel.toebbens@helmholtz-berlin.de)

Some countries miss "Webmaster", others add "Treasurer", while some have several names as E-mail Substitutes. From the e-mail conversations, it is clear that the function of these "Substitutes" is unclear, more specifically if the named persons are the ones expected to show up at ECM council meetings if the councilor is somehow prevented from doing so.

10.2 Observer Countries (Armenia, Belarus, Estonia), non-member countries

There has been contact with crystallographers from the three observer countries, and none have apparently been present at council meetings after 2010. No news from crystallographers of Moldova, Romania, Lithuania, Iran, Albania and Bosnia-Herzegovina has been received in the reporting period.

Malta has previously expressed interest in becoming an ECA member, and Ulrich Baisch has been contacted to confirm if this is still an option and to offer assistance if so. He has responded positively and been put in contact with Christian Lehmann regarding membership fee etc.

10.3 New contacts resulting from of the OpenLab in Tirana

The successful arrangement of the IUCr-UNESCO Openlab from May 30 to June 3 2016, sponsored among others by IUCr and ECA and following several events organized in Albania during the International Year of Crystallography 2014, has led to an application from Albania and Kosovo, represented by Dritan Siliqi to become a full national member of ECA (see section 11.2).

10.4 Grouping ECA member and IUCr non-member countries to IUCr Adhering Body

At present, Tunisia is, together with Ukraine and Latvia, connected to IUCr as members of a Regional Committee sponsored by ECA. Tunisia, represented by Mongi Debbabi, has expressed interest in becoming a full IUCr member, and ECA has offered assistance to aid this process.

11. ECA membership

- 11.1 Enlarging the number of IMs and CAMs of the ECA, relationship between ECA, the ECM's and the CAM's
- 11.2 New applications for ECA national membership
 - 11.2.1 Application from Tunisia
 - 11.2.2 Joint Application from Albania and Kosovo
- 11.3 CAM Applications for ECA membership
- 11.4 Report of the Individual Members Representatives

12. Annual Reports regarding SIGs / GIGs activity

- 12.1 SIG.1 Macromolecular Crystallography (Marjolein Thunnissen)
- 12.2 SIG.2 Charge, Spin & Momentum Density (Birger Dittrich)
- 12.3 SIG.3 Aperiodic Crystallography (Artem M. Abakumov)
- 12.4 SIG.4 Electron Crystallography (Holger Klein)
- 12.5 SIG.5 Mineralogical Crystallography (Sergey Krivovichev)
- 12.6 SIG.6 Instrumentation and Experimental Techniques (IET) (Ulrich Pietsch)
- 12.7 SIG.7 Molecular Interaction and Recognition (MIR) (Carl Henrik Görbitz)
- 12.8 SIG.8 Powder Diffraction (SIGPD) (Paolo Scardi)
- 12.9 SIG.9 Crystallographic Computing (CCSIG) (Harry Powell)
- 12.10 SIG.11 Extreme Conditions (Karen Friese)
- 12.11 SIG.12 Materials Science (Andrzej Grzechnik)
- 12.12 SIG.13 Molecular Structures and Chemical Properties (Alessandra Crispini)
- 12.13 GIG.1 Young Crystallographers (Andrew Mahoney)
- 12.14 GIG.2 Senior Crystallographers (Menahem Kaftory)
- 12.13 GIG.3 Education in Crystallography (Chiara Massera)

13. Progress in the European Graduate School of Crystallography

14. Schools, Conferences and Workshops

- 14.1 Request for support from ECA to schools and workshops (Joke Hadermann)

15. Prizes of ECA: Perutz Prize, Bertaut Prize, Poster prizes and fund raising

16. Votes

- 16.1 Approval of the venue for ECS4
- 16.2 Vote on the venue of ECS5
- 16.3 Proposed changes to by-law 8.2 relating to Bertaut Prize (see Appendix)

- 16.4 **The ECA : what to do - where to go** Discussion regarding rules and future proceedings Written contributions from the Councillors as well as from Individual Members are welcome!

17. Any other business

18. Close

Appendix regarding 16.1 Proposed changes to by-law 8.2

8.2 Erwin Felix Lewy Bertaut Prize of the European Crystallographic and Neutron Scattering Associations (ECA-ENSA)

1. The European Crystallographic Association (ECA) and the European Neutron Scattering Association (ENSA) award a prize in memory of the scientific achievements of the late Erwin Felix Lewy Bertaut, which are cornerstones in both crystallography and neutron scattering.
2. The Bertaut Prize is awarded to a young scientist (up to 8 years after finishing her or his PhD thesis) having a clear affiliation with the ECA/ENSA region, in recognition of notable experimental, methodological or theoretical contributions to the investigation of matter using crystallographic or neutron scattering methods.
3. ECA and ENSA will award the Bertaut Prize in a regular alternating sequence, or as specified by the two associations based on mutual agreement.
4. A selection committee is in place for the evaluation of the Bertaut Prize nominations. The positions of chair and deputy chair of this selection committee will be filled by one member of the Executive Committee of the ECA and by one member of the ENSA Executive Board. The chair and deputy chair of the selection committee then appoint another five members of the committee remaining in charge for one edition of the Prize. Whichever of the two associations organizes the price ceremony, will hold the position of the chair of the selection committee for that year. The chairperson of the Selection Committee issues a call for nominations approximately eight months before the Bertaut Prize is awarded.
5. Nominations for the prize may be submitted by European scientists as individuals (self-nomination excluded) or on behalf of a group. Nominators may be **(i)** an ECA/ENSA Individual Member or **(ii)** any person from a national member of ECA/ENSA or **(iii)** any Corporate Associate Member (CAM). The nominator must ensure a signed acceptance of the nomination by the nominee.
6. Nominations should include the motivation for the award, a brief curriculum vitae of the nominee and a short list of major publications. Letters of support from authorities in the field are accepted.
7. Nominations for the Bertaut Prize will be treated in confidence and, although they will be acknowledged, there will be no further communication.
8. Nominations close approximately four months before the Bertaut Prize is awarded.
9. Nominations for the Bertaut Prize will be evaluated by the Selection Committee specified above. The Selection Committee considers the candidates, selects the winning candidate by a clear majority. The chair of the selection committee forwards the name of Bertaut Prize winner to the President of his or her association, who makes the announcement.
10. The Bertaut Prize ceremony is held at European conferences organized by ECA or ENSA. The two Associations will decide on an alternate timing of the venue of the prize ceremony and organize the call for nominations according to their respective schedules of conferences.
11. The candidate receives the Bertaut Prize at the following ECA/ENSA meeting and presents a lecture on this occasion.