



Minutes of the 6th Committee Meeting

Friday, April 22, 2005, 6.15pm to 7.15pm
Grenoble, France

The meeting was organized in conjunction with the 2nd Annual European Rheology Conference (AERC 2005). The President of the ESR, Jean-Michel Piau, opened the meeting welcoming ESR delegates and guests from the wider rheological community.

The officers of the ESR and delegates of all 16 European Rheology Groups were present (Appendix 1).

Top 1. Minutes of the 5th Committee Meeting, Guimarães, 2003

The Minutes of the 5th ESR Committee Meeting as emailed by the Secretary, Manfred Wagner, on Nov 19, 2003, were accepted.

The agenda, as emailed by the Secretary on April 15, 2005, was accepted.

Top 2. Report by the ESR President, Jean-Michel Piau

Since the last Committee Meeting at Guimarães, the Weissenberg Award Committee and the Executive Council of the ESR have both been conducting actively the business of the ESR.

The Weissenberg Award Committee met at Chester/UK on April 6, 2004, and elected the 4th Weissenberg Awardee, Prof. Roland Keunings, by the end of September 2004.

The ESR officers met twice:

- at Huelva/Spain on October 15/16, 2004
- and at Grenoble/France on April 20, 2005.

Resolutions have been passed saying that data protection acts and regulations must be followed strictly, confirming the use of the ESR website for organizing future AERC's, and encouraging low and/or waved registration fees for students.

Management regulations of the ESR have been defined, saying that the financial report has to be audited and signed (Appendix 2).

Reports on the preparations for AERC 2005 2006 2007 have been screened and recommendations made.

A list of nominations for the election of the ESR Executive Council 2005-2009 were agreed upon. It has been sent to national delegates.

The website performance and the success of AERC's demonstrate that the ESR can handle good tools to foster the development of rheology.

The financial policy followed has consisted in creating appropriate resources and in cutting any unnecessary expenses. The graph shown (Appendix 3) indicates the receipts which consist in an initial gift from

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national societies in 1997, followed by the gifts received from several successive meetings organizers. Apart from the 1998 payment for the Award, successive payments were made for the website. The balance trends show that additional expenses in new directions can now be decided upon, such as possibly allocating some funds to future topical meetings in Europe.

An offer from Springer was received very recently: it is suggested that *Rheologica Acta* may become the official journal of the ESR. The electronic version of *Rheol. Acta* might then be available to ESR members at a cost of the order of €50/annum.

The ESR Executive Council will discuss the offer. It will keep in touch with ESR Delegates who should feel encouraged to send their comments and recommendations a.s.a.p..

Finally the President concludes by expressing his sincere thanks to all of the participants for their help. It is thanks to the consensus which prevailed permanently that the ESR is stronger than ever and shows good potential for further developments.

Top 3. Report by the ESR Treasurer, Jan Mewis

The financial report of the ESR Treasurer for the years 2003 and 2004 is attached as Appendix 4.

The financial report was approved unanimously by the ESR Committee, and the Treasurer was thanked, by acclaim.

Top 4. Report by Subcommittees of the ESR

a) Subcommittee for Thematic Rheology Conferences and European Rheology Schools

The report was given by Paula Moldenaers (chair). The 10th European Rheology School will take place at Leuven, SEP 12-16, 2005. The report was accepted, and the Subcommittee Members were thanked, by acclaim.

b) Subcommittee on Rheological Expertise in Europe

The report was presented by Nadia El Kissi (co-chair). The website counts some 800 connections/week, many in conjunction with the AERC. As it has become a focal point for the success of the 1st and 2nd AERC, it is important to use the website for the organisation of future AERCs. The report was accepted, and the Subcommittee Members were thanked, by acclaim.

Top 5. Report on AERC 2005

Nadia El Kissi, chair of AERC 2005, reports on a highly successful AERC 2005 with 400+ participants. As intended by the ESR Committee, deadlines were kept very short, which was only possible by a highly flexible organisation. Thanks to the low conference fees, 120 participants were students. A full report will follow.

Top 6. Preparation for AERC 2006

Dimitris Vlassopoulos reports on preparations for AERC 2006, which will take place at Hersonissos, Crete, April 27-29, 2006. The conference will be preceded by 2 rheology short courses on Multiscale Modelling Methods and Interfacial Rheology. A webpage has been prepared and will be launched via the ESR website within 2 weeks after the end of AERC 2005. The website will then be announced via email to all participants of AERC 2005 as well as to the ESR email list.

Top 7. Decision on locations for AERC 2007

Proposals for Cardiff (Malcolm Mackley, President of the BSR), and Naples (Nino Grizzuti, President of the Italian Society of Rheology) were presented. By secret vote, the ESR delegates voted in favor of Naples. AERC 2007 will take place at Naples, Italy, presumably on APRIL 12-14, 2007.

Top 8. Election of ESR Executive Council 2005-2009

The ESR Delegates elected unanimously the following ESR officers and ESR Subcommittee Members:

President: Manfred H. Wagner

Past President (by virtue of the ESR constitution): Jean-Michel Piau

Treasurer: Mike Webster

Secretary: Cris Gallegos

Member-at-Large: Ole Hassager

Member-at-Large: Igor Emri

Web Committee:

Nadia el Kissi (chair)

Chris Petrie (co-chair)

Evan Mitsoulis

Thematic Conferences and Schools:

Igor Emri (chair)

Georgios Georgiou

Christophe Lanos

Francesco (Paco) Chinesta

Weissenberg Award Committee:

ESR President

Martin Laun

Ken Walters

Roland Keunings

Thanks were expressed to the outgoing ESR officers and Subcommittee Members. The continued success of the ESR depends on the strong support by all European rheologists.

Top 8. Any Other Topic

None

Top 9. Place and Date of next Committee Meeting

Hersonissos, Crete, APRIL 28, 2006

Berlin, April 29, 2005

Grenoble, May 11, 2005

Manfred H. Wagner, Secretary

Jean-Michel Piau, President

Appendix 1

Participants of the 6th ESR Committee Meeting
April 22, 2005, Grenoble, France

ESR Delegates:

Antonio Correja Diogo
Igor Emri
Peter Fischer
Markus Gahleitner
Antonio Guerrero
Nino Grizzuti
Malcolm Mackley
Alexander Malkin
Gerrit Peters
Ivan Machac
Jean-François Tassin
Peter Szabo
Jan Vermant
Dimitris Vlassopoulos
Edward Walicki
Norbert Willenbacher

ESR Officers:

Jean-Michel Piau
Ken Walters
Jan Mewis
Manfred Wagner

Members-at-Large:

Crispulo Gallegos

Coopted Member:

Dimitris Vlassopoulos

ESR Subcommittees

Nadia El Kissi (co-chair)
Paula Moldenaers (chair)



Summary

Charity Trustees Meeting 2004

Date: September 15, 2004, 9-10.30am

Location: Aracena, Spain

Present: Prof. Jean-Michel Piau (chair)
Prof. Ken Walters
Prof. Jan Mewis
Prof. Manfred H. Wagner
Prof. Cris Gallegos (guest)

The meeting of the Trustees was called by ESR President Jean-Michel Piau to clarify the status of the ESR as a Charity under British law, and to set rules and regulations for managing the Charity.

1. The ESR is a Charity (#1065904) under British law.
2. The Trustees are the 4 officers (President, Past President, Treasurer, Secretary) of the ESR (Charity deed, Top D-F, and Minutes of the 2nd Executive Council Meeting, NOV 27, 1997, Top 5).
3. For the 4 year period starting AUG 1st, 2001, the Trustees are
Jean-Michel Piau (President)
Ken Walters (Past President)
Jan Mewis (Treasurer)
Manfred H. Wagner (Secretary)
(Minutes of 6th Executive Council Meeting, MARCH 30, 2001, Top 11)
4. The ESR account is held at Lloyds Bank, Aberystwyth, GB. It is such a statement which allows the ESR to remain registered as a charity (CC21 Top 10).
5. Rule U of the charity deed signed by the four Trustees says that <<Any bank account in which any part of the trust fund is deposited shall be operated by the trustees and shall be held in the name of the Charity. All cheques and orders for the payment of money from such an account shall be signed by at least two trustees>>. Hence past practice of cheques signed by one person and the more recent decision saying that checks on behalf of the ESR must be signed by two officers among a list of three (President, Treasurer, Secretary). (Minutes of 10th Executive council meeting, SEP 10, 2003, Top 3) have to be immediately reconsidered. It is relevant to take note that according to the signing arrangements communicated to the bank in 1997 only

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transactions signed by two persons should have been accepted by the bank.

6. By SEP 30 of each year, the President (on behalf of all Trustees) has to submit an Annual Return to the Charity Commission for the previous year, and a Trustee Detail Update Form. The President is also required to certify that the informations he gives have been brought to the attention of all the charity trustees. Consequently, the accounts of the charity need to be settled well in advance.

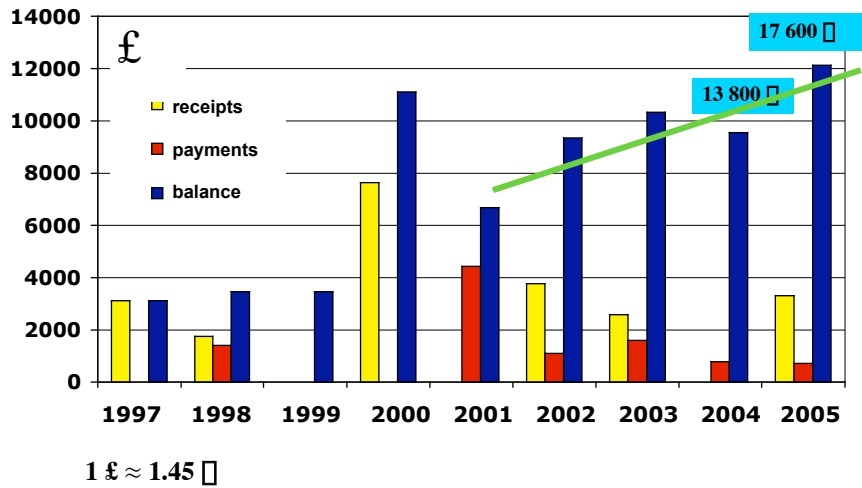
7. For future management of the Charity, the following regulations were accepted unanimously:
 - a) By MARCH 15 of each year, the Treasurer shall submit a financial report on the previous year to the ESR Executive Council.
(By MARCH 15, 2005, the financial report for 2004, and exceptionally, the financial report for 2003 are expected.)
 - b) The financial report will be audited and signed by all Trustees, after all the documents, letters, bills, and checkbooks have been produced to them as a standard practice.
 - c) The Lloyds TSB blank form of instructions to manage the ESR account was filled and signed by the four Trustees, thereby asking for changes to be made regarding the official address of the ESR (Jean-Michel instead of Ken) and regarding signing instructions (all of the four Trustees become account signatories, and any two Trustees signatures must be received by the bank before a transaction can be carried out on the ESR account). The mailing address remains the address of the Treasurer. Changes have been asked to become effective from October 1st 2004.
[Note added : the Lloyds TSB form has been turned in at the Aberystwyth branch of Lloyds bank by Ken on October 28th 2004]
 - d) The Treasurer will supply two blank checks to the President.
 - e) The Treasurer will make copies of all banking documents available to all trustees without any delay.
 - f) The Treasurer will check the possibilities of Lloyds Bank with respect to
 - internet banking
 - deposit account or other investment measures accruing interest
 - Euro account.

Berlin, October 23, 2004
Grenoble, November 4, 2004

M.H. Wagner, Secretary
J-M. Piau, President

Appendix 3

FINANCIAL POLICY



Note: Figures have been installed in the real year of operation, as compared to the financial statements which follow the more random Loyds banking operations.

Appendix 4

6th ESR Committee Meeting, Grenoble, 2005-04-18 Treasurer's Report

The treasurer's report at the 5th Committee meeting in Guimarães (see minutes of the meeting) covers the period up to August 2003. With this report the financial transactions of the ESR since January 2003 are included in order to provide a wider overview of the financial situation. In addition to synthetic overviews for 2003 and 2004 up to March 2005, lists of the bank account statements for these periods are added.

Except for the recovery and reissue of a lost bank draft (see Statement 2003, also mentioned in the previous report) and the correction of a cheque that was charged twice (bank statements 76 and 77, 2004) the main annual transactions are the income provided by the organisers of European rheology meetings and the expense of maintaining the website. The net result is a gradual increase in net assets. It should be pointed out that the Lloyds bank does not pay interest anymore on regular bank accounts.

Jan Mewis, Treasurer.

Add.: Financial statements 2003, 2004-2005.

ESR Financial statement 2003

Initial balance		7.418,06
Receipts		
• Deutsche Rheol. Ges. (EURHEO)	3.594,00	
• Net interest bank account	60,64	
• Refund uncashed bank draft from 2002	4.098,91	
Total receipts		+7.753,55
Expenses		
• Website hardware (PC)	840,70	
• Delivery website (2001) (webmaster D. Bléses)	4.430,00	
• Expenses + maintenance website 2002 (D. Bléses)	853,47	
• Charges (bank) on payments	36,00	
• Meal meeting exec-committee	41,37	
Total expenses		-6.201,54
Final balance		8.970,07

ESR Financial statement 2004-March 2005

Initial balance		8.970,07
Receipts		
• Portug. Soc. Rheol. (AECR)	2.016,35	
Total receipts		+2.016,35
Expenses		
• Maintenance website 2003 (webmaster D. Bléses)	724,00	
• Maintenance website 2004 (webmaster D. Bléses)	715,00	
• Bank charges (teleph. statement)	3,00	
Meal meeting exec. committee	166,60	
Total expenses		-1.442,00
Final balance		9.377,82