

Minutes of the Steering Committee meeting of the British Liquid Crystal Society

University of Leeds, 17th April 2019

Members present: Susanne Klein (Chair, SK), Georg Mehl (Vice-Chair, GM), Mamatha Nagaraj (Secretary, MN), Giampaolo D'Alessandro (Treasurer, GD); Timothy Spencer (Communications, TS), Cliff Jones (JCJ), Dwaipayan Chakravarthi (DC), Philip Hands (PH), Alfonso Martinez-Felipe (AMF), Isabel Saez (IS).

Apologies: Steve Morris (SM), Mike Hird (MH), Rebecca Walker (RW)

New members were welcomed onto the committee (SK, PH, AF) and the members who finished their term in 2019 (MH, SM) were thanked for their contributions to the society over the past years.

1. BLCS workshop: DC gave an account of the current status of the funding application to organize the 2019 BLCS winter workshop and the possible venues to host it if the application is successful. Mid-September or mid-December was suggested by the committee as the possible dates to hold the workshop. It was thought that this will avoid clashes with university teaching activities and also allow sufficient time to advertise the event. DC discussed their plan to make the event accessible to wider audience of the soft matter science.

Actions: DC to analyse the logistics of the event and work with GA on costs and expenses.

2. BLCS bank account and expenditure: GD gave an update on the new BLCS bank account at Lyods and the authorisation procedures. The new account has 3 signatories; treasurer, chair and secretary. Every signatory has online access to the account and to a debit card. GD also updated that the report on the charity status of the BLCS was sent to Charity Commission. The committee will consider waiving the registration fee and covering travel costs for the BLCS medal winners in future. It was noted that the Sturgeon fund was merged with the standard BLCS account in the past.

Actions: JCJ&MN to send the spreadsheet of the 2019 BLCS conference expenditure to GD.

GD to find out when the merging of the Sturgeon fund happened and how much is left under the category. GD to set up a system to trace the sturgeon expenditure in future.

3. BLCS awards: MN discussed the BLCS award committee's feedback and mentioned the questions raised by the award committee. It was noted that no post-deadline applications should be accepted for any of the BLCS awards. Ways to providing clear guidance regarding the deadline and the eligibility criteria for the medals on the BLCS webpage and in the award advertisements, were discussed. MN mentioned that the Award committee has informed that Mark Warner is retiring from committee and a replacement is needed. Possible names for the replacement of Mark Warner were discussed.

Actions: MN and SK to reconsider the wording of the advert and BLCS medal description.

SK and MN to approach the replacement for Mark Warner on the award committee.

4. AOB: There were a couple of suggestions at the 2019 Annual General Meeting on the activities that the BLCS should be supporting. The committee decided to visit these suggestions from time to time and consider the possibilities as appropriate.

The venue for the next BLCS conference was discussed and AF indicated that he would like to organize it in Aberdeen. JCJ and MN as 2019 conference organizers volunteered to provide the information that might assist AF in organizing the next conference.

Actions: AF to look into the details of organising the 2020 conference and keep the society informed.

TS to update the distribution list to include the new participants of the 2019 BLCS conference.

Mamatha Nagaraj (Secretary), Susanne Klein (Chair)