Australasian Society of Human Biology

Annual General Meeting

5pm Monday, December 9th, 2013

Women’s College, University of Sydney

Minutes

1. Present

Marc Oxenham (President)        Bruce Floyd
Kate Domett (Secretary & Treasurer)  Debra Judge
Gina McFarlane (NZ student rep)  Colin Groves
Sarah Croker (Conference committee)  Jarvis Hayman
Alison Behie (Conference committee)  Anna Willis
Nicholas Malone (Conference committee)  Damien Huffer
Nick Milne (Conference committee)  Marcus Robinson
Nancy Tayles  Hayley Green
Judith Littleton  Jennifer Donovan
Christine Cave  Phillip Roberts
Denise Donlon  Maciej Hennenberg
Neil Mann  Debbie Argue
Georgia Roberts  Alannah Pearson
Robert Kidd

2. Apologies

Hallie Buckley (Vice-President), Siân Halcrow.

3. AGM 2012 Minutes

The Minutes of the previous meeting (December 2012) were accepted as a true and correct record of the proceedings. They are available on the ASHB website.
4. President’s Report

Marc Oxenham noted the following:

- thanked the 2013 Conference Committee on their excellent conference
- membership appeared steady, rather than growing
- acknowledged the success with which ASHB was able to be held outside of university locations (ie. Port Vila) and that we should consider this again for the future
- acknowledged the benefit of combining membership fee with the conference registration fee (further discussion noted below)
- that Canberra conference in 2011 had a larger proportion of posters and perhaps we should be promoting this more possibly by having a dedicated poster session
- he would be stepping down from this role in 2014. This is a call for nominations for President to be decided at the next AGM in 2014.

5. Treasurer’s Report

Kate Domett noted the good financial standing of ASHB with, at the time of the AGM, $36,570.84 in the Community Solutions Cash Reserve account and a further $851.48 in the Deposit Bearing Interest account.

An audit was completed of accounts from 1st September 2012 – 31 August 2013 by Acton Campbell & Co (Townsville) – the report is appended here. Our total income for this period was $2554.49 (memberships + interest) and our total expenses were $1565.20 (audit and bank fees, travel awards and conference costs).

6. Student Awards

Student Travel Awards 2013

- Kayla Ruskin
- Hazel Richards
- Jazmin Hawes
- Anna Willis
- Claire Waldock
- Nicholas McMahon

- Gina McFarlane
- Britta Nelson
- Rebecca Hendershott
- Paige Brooker
- Julie Spray

Student Presentation Awards 2013

- 1st Place: Kirrily Apthorp (ANU)
- 2nd Place: Amy King (ANU)
- 3rd Place: Claire Waldock (UWA)
7. Nominations for new committee members

The current secretary, Kate Domett, advise by email (31st July 2013) that she would be stepping down from this role in 2014 and called for nominations. Dr Sarah Croker was nominated and this was seconded. Sarah will take on the role of secretary for 2014 onwards.

8. Conference Committee Report

The conference committee wished to raise the difficulties of processing online registration payments in the absence of university support. When there is no university support for such processing, the ASHB Treasurer will be responsible for processing credit card payments and associated costs.

A request was also made that abstract submission is closed prior to Early Bird registration as some universities require confirmation that an abstract has been accepted before they will pay the conference registration.

It was also noted that the student travel award details may need to be reworded to ensure that students who receive an award, attend the full conference and not just the day of their presentation. Item 6 of the guidelines (http://school.anhb.uwa.edu.au/ashb/travelscholarshipsguidelines.html) will be updated to state: “Awardees must attend the entire conference and make an oral presentation of their paper at the conference.”

9. ASHB Membership Process Discussion

Action item from 2012 minutes: concept of adding a joining fee to be discussed and voted on at the next AGM.

Constitution states:
Annual subscriptions shall be payable on the first day of January of each year.
Any member whose subscription is two (2) years in arrears and who has been duly notified of the fact shall cease to be a member of the ASHB but shall be eligible to rejoin.

Proposal: Secretary (or Treasurer) will email all members (and recently lapsed members) at the beginning of each calendar year (January) with an invoice for membership fees with a due date (say 1st March). If membership is not paid by the due date, the member will no longer be a member. A person is still eligible to become a member again but will then have to pay the joining fee again. Only current, fully paid up members will be eligible for the conference discount at the end of the year.

A joining fee will apply to all NEW members and any lapsed members.

Response: Much discussion around this ensued with the conclusion being that members did not want to see new members being charged a joining fee. An alternative plan was agreed upon whereby current members would be invoiced early in the calendar year at the current membership rate (see below). Those who failed to pay by the due date would then be required to pay 50% more of the membership rate to become a member and receive the conference discount rate for members. After discussion, this was proposed by Kate Domett and seconded by Denise Donlon.
Membership subscriptions (if paid by due date 1st June):
Full Membership AU$40 per year
Associate membership AU$15 per year
Student membership AU$15 per year
Life membership AU$325 (one-off payment)

Membership subscriptions (if paid after due date 1st June):
Full Membership AU$60 per year
Associate membership AU$22 per year
Student membership AU$22 per year
Life membership AU$325 (one-off payment)

10. 2014 Meeting

Professor Maciej Hennenberg has kindly volunteered to organize the 2014 ASHB meeting in Adelaide. A conference committee was formed consisting of:

Maciej Hennenberg – overall responsibility including logistics (venue, catering, etc) plus the scientific programme
Kate Domett – registration processing
Debra Judge – Student awards

11. Other Business

Maciej Henneberg wished to make the association aware of the success of HOMO – Journal of Comparative Anatomy. The impact factor has recently increased to 0.84 and is in the top 50% of anthropology journals and in the top 10 of biology journals in the anthropology journal list. Maciej wished to encourage ASHB members to submit their papers to HOMO for review.

Judith Littleton thanked Georgia Roberts for organizing our new banner and giving ASHB a presence at the AAA meeting. The banner is now available to anyone wishing to promote ASHB at other events. The banner is currently located with the new secretary, Dr Sarah Croker scroker@anatomy.usyd.edu.au. Georgia also raised the question of what members actually get for their membership fee and perhaps a subscription to HOMO – Journal of Comparative Anatomy was possible? This would be discussed at the next AGM.

Marc Oxenham raised the possibility of piggybacking with the ANZACA meeting, perhaps in 2015. People with contacts across both ASHB and ANZACA may wish to discuss the option with ANZACA committee members.

[Secretary Note: ANZACA 2014 is in Queenstown, NZ; 2015 is in Adelaide. ASHB has an offer of running the 2015 meeting at QUT, so perhaps ANZACA and ASHB may piggy back in 2016 in Townsville (discussions to follow!)].
Meeting closed at 5.45pm

These Minutes are endorsed as a true and correct record of proceedings.

Marc Oxenham, ASHB President

Kate (Kathryn) Domett, ASHB Secretary