Meeting Minutes

Executive Management Meeting FABLS
Macquarie University (E6A 202)

Tuesday 21 February 2006. 10 am-1 pm

Members present: Ewa Goldys (EG) [chair], Mark Prescott (MP), Trevor Smith (TS), Anya Salih (AS), Stuart Rumble (SR), David Tayler (DT).

Action items in yellow

Note Taker: Hemant Bhatta (HB).

1) Welcome and apologies
   Apologies from Robert Learmonth (RL)

2) Approval of Minutes (Attachment 1 – Minutes EMC Meeting 8 December 2005)
   MP moved, AS seconded. No objections

3) Matters arising from the Minutes
   - We decided that FABLS should concentrate on companies that we already have within FABLS.
   - The issue of operational costs after the ARC funding has ceased: In order to function as FABLS Inc. the least requirements are: Admin support – in the order of 0.5 FT, possibly less, Business Development Manager load 0.5 and less than 0.5 Network Convenor. This could cost between 80k and 100k per year.

Ewa sought advice on mechanism to ensure that actions that were planned actually happen. This is important when Members make promises which they are unable to keep. It was suggested that this must be communicated to the Member and someone else would be approached.

- Industrial seminars: We decided we would try to leverage on conferences, similarly to Prof. Paras Prasad presentation during Biophotonics in Australia conference which was oriented to the business and academics audience. The publicity for these events is a challenge, and David Tayler made a serious effort, however the number of RSVPs have been limited. (It would be helpful to have a documentation of this publicity)

- David highlighted the issues he faced while publicizing the industrial seminar. People seemed to have problems understanding the word 'biophotonics' which motivated David to extract a snippet from Paras's book and include it in the Industrial Seminar brochure. They tend to know 'bioinformatics' but not 'biophotonics'.

- DT told the committee about the industrial contacts he had made. Innovation exchange was one, which is a network of academics and public service organisations. David met with Susan Pond who was quite interested in the FABLS network. Another interesting contact was Alan Lawrenson, Director of Science Industry Australia. SIA has links with over 80 companies around Australia and is very keen to work with FABLS. Stories about FABLS will be put into Macquarie press and newspapers.

- A future relationship can be established with Macquarie Institute of Innovation.

- Organization and innovation exchange: DT asked SR if he knew any business CEOs that Innovation Exchange would be interested in. Richard Haughland from Molecular Probes
was considered to be a good candidate by all. It was suggested that we can organize the industrial seminars with company leaders giving short talks. TS said that Becker from Becker-Hickel was coming to Australia sometimes soon.

DT further said that there was pretty good response to FABLS from DSRD, University Business People and hospitals in particular Westmead hospital. DT also said that FABLS has contacted a number of organizations (list would be helpful) and made first calls. There hasn't been any reply yet from most but they now know about FABLS, a good stepping-stone for future correspondence.

SR put the perspective as a company member that: what the companies want to know at the end of the day is what can it sell? This should be kept as high priority while communicating with the company members. DT said IP is one thing.

EG asked how FABLS can persuade international business delegates who could potentially present the seminars. TS said some could be fitted into project support. It was also suggested that if some international figure is coming to Australia we could approach them with propositions of industrial seminar and possible payment of their time.

SR asked what would the audience turn up for? DT said that networking would be the key feature of such events and the business community generally values the opportunity.

MP said that invited person who excites audience is a good idea however it has to be conceptual and attractive. DT asked the committee members to think about it for some good ideas. It was also suggested that people like Haughland, a retired person would be free to talk with lots of experience.

EG said that the industrial seminar is going to be another expense like the ComBio. AS said that we would be putting ourselves into their catalogue and EG emphasized there will be chance to learn about research projects they will be interested in.

EG said that perhaps the format of the seminar can be refined.

TS said we should target certain person and then take it further. Tagging industrial seminars to conference was considered a better idea.

4) Business Development Management – way forward (Attachment 2 – Capability statement)

- Capability statement: It was decided that the capability statement will be launched during the annual workshop (Done). EG asked the committee to comment on the proposed process: It was suggested that FABLS send them the capability statement in an email giving them a deadline of 1 month. SR suggested that in the email we ask for their immediate commitments for feedback for e.g. ask them to fire back an email saying if they will do it. TS said that we can highlight statements like ‘Help is at hand’ if needed from David Tayler.

MP said that during the workshop DT should emphasize why the capability statement is important to the FABLS members for e.g. it helps people to promote themselves giving business benefits and academic benefits (Done)

Concept of FABLS working towards Centres of Excellence
EG suggested that the aim could be the fight against microbes and that will rest well with the priorities of the companies. FABLS can contribute in gaining industrial membership. DT said that the response from Westmead hospital was quite energetic with tendency to bring in hospital funds. The Apex was agreed upon as the development of earlier diagnostic tools. MP mentioned that there was CRC in diagnostic already and centre of excellence existed in Monash University. MP could talk to microbiologists. Everyone was happy with EG starting the whole process.
5) FABLS workshop 23-24 February 2006 (Attachment 3 – Structure of both meetings)
   EG briefed about the FABLS workshop embedded into Biophotonics in Australia Conference (22\textsuperscript{nd} – 25\textsuperscript{th} Feb 06) as per the program attached.

6) Progress with Advisory Board Meeting (Attachment 4 – Agenda of Advisory Board Meeting 22 February 2006)
   EG informed the committee that the first advisory meeting of FABLS network is being held on 22\textsuperscript{nd} February 2006 at Macquarie University as per the attached agenda.

7) Membership of Committees in 2006 (Attachment 5 – Proposed composition of the FABLS Committees)
   EG brought to the attention of the committee the new propositions from FABLS members regarding the membership of various committees. The membership will be finalized during the FABLS annual workshop. \textit{(Done)}

8) Convenor’s Financial report (Attachment 6 – Financial report)
   EG highlighted that the residual amount ($104,000) was due to late appointment of Business Development Manager and less spending by the Education and Training Committee (ETC). EG said that the convener will ensure that ETC does more spending in future. The residual amount was agreed upon to leave as is for operation of BDM’s office. FABLS will also be supporting the Fluoro2006 workshops.
   TS asked how the residue would be spent. EG said that around $30,000 will be spent on BDM’s running of office and the rest would be left as running buffer. RMC could look further at the figures.
   MP approved the financial report and TS moved.

   Performance indicators: Publications from the members particularly in high impact factor journals. FABLS annual report is due about a months time.

   \textit{We have since written programs to source publications from the databases. This turned out to be very difficult due to duplicate names and some databases are not easily manageable.}

10) Progress with FABLS book
    There were three good referee reports, which the publishers liked a lot, and now the commercialization aspect is being evaluated by Wiley.

    \textit{Contract signed now.}

11) Reports from Meetings (Attachment 8 – Invitrogen)
    Included list of Invitrogen research interests. It was agreed upon that DT should get approval on the report from Invitrogen before spreading around. \textit{(Yet to be done)}

13) AOB
    Next FABLS workshop will be in Melbourne tentatively embedded into Lorne Protein Conference. MP agreed to speak to Leanne Tilley in this regard. Friday just before the conference for a day was envisaged as a good day. \textit{(Done)}
14) Next meeting date
   Tentative: 23rd week of May.
   AS might be away.
   MP – 23rd, 24th, 25th OK
   TS – 23rd OK
   Venue: Sydney Qantas Lounge.

15) Close