

**Minutes of the Annual General Meeting  
Burlington House**

**14 December 2012**

Present: Simon Gibbon, Flor Siperstein, Philippe Rogueda, Vivek Trivedi, Marcus Goodall, Jan Jezek, Steve Harding, David Higgins, Helen Dutton, and Richard Greenwood.

1. Apologies for absence

Matthew Giles, Pat Mulqueen, Lyn Daintree, Josie Harries, Claire Richards, John Jones, Joselio Vieira and Eric Paterson.

2. Minutes of the previous Annual General Meeting

David Higgins proposed the minutes from the 2011 AGM and Richard Greenwood seconded that these be accepted as a true record of the previous meeting.

3. Chairman's report

The chair, Simon Gibbon, expressed his gratitude to his predecessor (David Higgins) who left the FSTG committee in rude health, having presided over many successes such as the InForm partnership.

Simon thanked Helen and Matthew who have been invaluable in making sure that the FSTG has been run most effectively as secretary and treasurer.

Simon thanked the committee members have delivered another year of successful conferences with NanoFormulation2012 surpassing the previous NanoFormulation conferences and ending the InForm partnership with a flourish. MiBio 2012 became the second in a thriving series, with MiBio 2013 already being planned. The new 'In the Mix' conference has set us off in a new direction looking at the process of formulation. We look forward to a healthy set of conferences being planned for 2013 some new ones; EcoForm2013 and Metastable, and some continuing ones; NanoFormulation2013 and MiBio 2013.

Simon noted that interactions with the rest of the RSC has been increasing with the IYC Challenge in which FSTG acquitted itself well with a creative education project, and it was noted that the RSC has been giving us more support and is promising further common support for all the interest groups and our common work in support of the UK formulation initiative.

Simon also noted that the outside world had not been standing still with CiKTN, Intelligent Formulation and Cogent putting together a UK Formulation initiative which has now been helped by TSB and turned into the Formulation SIG. FSTG has been working to support dissemination and review of outputs, but the SIG is fundamentally industrially led so our role is purely advisory.



#### 4. Treasurer's Report

Matthew Giles reported that there are funds of £12,170.10 in the current account at the end of 2012 and £20,854.92 in the interest account.

Income: £19,321.82

Expenditure: £16,362.00

The InForm account was closed in October 2012 following the end of the InForm Project.

Matthew said that all FSTG Conferences had made a profit and there is a healthy balance going forward to 2013. The committee commented that a break down of each conference would be nice to see rather than an 'overall' total.

Matthew noted that the account signatures had changed from David to Simon and he is currently looking into using the RSC bank system. There have been a number of issues over the year with unauthorised direct debits set up from the FSTG account. Future direct debit have now been blocked so this will not happen again.

It was noted by Matthew and the committee that not enough bursaries were given out. The committee is keen to push up the number of applications for bursaries and sponsorship of prizes ... plan is to give out ca. £3000 / year in bursary schemes. An effort will be made by all to advertise bursaries alongside conferences and also through other groups (e.g. SCI) as we look to attract new membership.

#### 5. Secretary's Report

Helen Dutton reported that the number of FSTG members is 611. This is up from 567 last year. The total membership of the RSC is 43,996. Remember that the RSC now allows members to select three interest groups free of charge as part of their RSC membership – the numbers will continue to be monitored but this is not a significant increase so there is no need at this time to ask the RSC to review the subscription rate the FSTG receives from them.

Fiona, our interface to the RSC, will continue to be copied into emails and invited to meetings.

Helen reminds all committee members that they must be a member of the RSC and FSTG – please check membership is up-to-date.

Need to check on the status of e-membership and if further information is available to ensure that this placed on the FSTG website.

In accordance with the Group rules all minutes from meetings have been circulated and an annual report is due for the FSTG group. The AGM minutes will be posted on the website alongside the previous years.

## 6. Election of committee members

Claire Richards was re-elected unopposed as an ordinary member to serve for a further three years.

The 5 co-opted members from the 2011 AGM were elected unopposed as ordinary members to serve for a 3 year period.

These were:

Josie Harries – proposed by Helen and seconded by Flor.

Kevan Hatchman – proposed by Simon and seconded by David

Jan Jezek – proposed by Helen and seconded by David

Steve Harding – proposed by Richard and seconded by David

Vitaily Khutoryanskiy – proposed by David and seconded by Simon.

Philippe Rogueda stepped down from the committee. He will continue to be involved in MiBio2013 and PowderFlow 2013.

Pat Mulqueen stepped down from the committee.

Eric Paterson stepped down from the committee.

Joselio Vieira stepped down from the committee.

Many thanks for the years that these members have dedicated to the FSTG and we will continue to keep them posted about events.

It was suggested to invite Peter Griffiths and Vivek Trivedi to be co-opted members of the committee.

There are currently 15 members on the committee.

## 7. AOB

Following the closure of Intelligent Formulation in October 2012 Jim Bullock has formed, alongside David Calvert, iFormulate Ltd. This is a commercial company which is doing consultancy, project management, training and events in the formulation area. There is no connection between IF and iFormulate at the level of directors and owners. The FSTG will still continue to work with Jim in the forthcoming year.

8. The date of the next AGM will be in December 2013 – date to be announced closer to the time.