22nd Annual Gibbs Conference on Biothermodynamics
October 4-7, 2008
Touch of Nature Conference Center, Carbondale, IL

Business Meeting Minutes
Meeting Date: October 6, 2008

Attendance
Organizers: David Bain and Jannette Carey
Acting Secretary: Jack Correia (for Peggy Daugherty)
Former Organizers present (listed alphabetically): Doug Barrick, Dorothy Beckett,
    Jack Correia, Trevor Creamer, Enrico Di Cera, Karen Fleming, Bertrand
    Garcia-Moreno, Michael Henzl, Mike Johnson (Treasurer), Tim Lohman
    (President), Luis Markey (President Elect), Madeline Shea

The meeting was run by Jack Correia.

A. Treasurer's Report

Michael Johnson reported that prior to collecting registration and food expenses
from participants in this meeting, there was ~$23,000 in the bank. There is
currently ~$50,000 in the bank prior to paying for numerous meeting expenses.
He reminded us that although the Gibbs Society had federal tax exemption status,
we still had to pay the state of Illinois tax on food. As mentioned below, as of this
year, we also must buy liability insurance (~$270) to book an event at TON.
Fundraising was successful at this meeting, with ~$3,000 being raised.

Note: At the Board Meeting (Sunday, October 5), Mike Johnson's appointment
as Treasurer was renewed for five years: 2008-2013.

B. Organizer's Report by David Bain and Jannette Carey
**(The Board met with the current organizers on Sunday to expedite this
portion of the Organizers planning meeting.)**

1. Registration was changed to an application process with the deadlines below.

> July 25:   Abstract/Registration Due
> August 8: Notification of acceptance of abstract
> August 22: Payment Due

David thinks it would be a good idea to keep similar deadlines for 2009. The final
deadline for payment was about the same time as the abstract/payment deadline
in previous years, which gives the organizers plenty of time to receive and
process the checks and then get the money to Mike Johnson. It will also take a
couple of rounds for folks to get used to the application process, thus the
organizers for the 2009 conference (later elected in this meeting to be Liskin
Swint-Kruse and Nathan Baker) risk backloading their work well into September if
they push the deadlines too far back. The process appears to have worked well.

David also suggests instead of sticking to exact dates for application submission,
we might want to state that the application deadline will always be the fourth
Friday (or fourth week) in July; the notification date will be the second
Friday/week in August; and the payment deadline will be the fourth Friday/week
in August. This will be updated in the Gibbs Guidelines (see below). Clearly,
individual organizers may need to adjust these dates.

We also discussed investigating an online application process to facilitate registration. When Rohit Pappu (Washington Univ.) was a co-organizer of the 2006 conference, he arranged for this via a Wash. U. website. One of the new organizers (Nathan Baker) knows the individual responsible for the 2006 online process, Michael suggests we discuss its implementation with Nathan and Rohit.

2. The cap on the meeting size was effectively impacted (dropping from 213 registrants in 2007 to 174 in 2008) and will be continued. The number of attendees was actually lower (~165) due to the impact of hurricane Ike on Galveston and our UTMB colleagues. The Board of Directors and the Organizers will continue to communicate about this cap for each meeting. None of the organizers present felt the request to limit the number of attendees from each lab was a problem. At the Business Meeting in 2007, we suggested that the poster sessions be expanded to include the use of space in the dining hall, along with strategically placing the bar to encourage flow to that space (if weather permits the bar can be placed outside). None of this was done but the poster sessions were more manageable, probably due to the low numbers attending.

3. Liability Insurance (~$270) is now required by SIU for any group using the Touch of Nature Conference center, and will be in the future. Contact information will be added to the Organizers Manual. Swimming or canoeing now requires prearrangement and payment for life guards and instructors and should be made in advance of the meeting. Maybe a head count can be requested through the registration form.

Mike Johnson noted that the Gibbs Bank Account has a "debit card" that operates like a Visa Card and may be used by Organizers to facilitate payment of fees (such as the Insurance or the cost of copying the program book) that occur during the preparations for the meeting.

4. The cost of printing the program guide ($1800 this year) was raised again as a concern. It was suggested we charge students $10-$15 to recover costs. There were a few objections since the goal of the meeting is to encourage student attendance and participation. An attendance count finds there were 91 Students, 17 postdocs, 58 Faculty and 8 "Other". 91*$15 = $1365 which divided by 58 = $23.53. Thus we suggest to raise PI registration from $60 to **$85** to cover an equivalent amount we would get from students@ $15 per. (Note 58 * $40 = $2320.)

5. At the suggestion of Wayne Bolen and Jim Lee, the Board voted to establish an Ackers Lecture to replace one of the Keynote lectures. The Board in consultation with Wayne Bolen, Jim Lee and the organizers will choose the speaker. The current plan is to cover food, registration and local expenses for the speaker.

6. Jannette was applauded for arranging catering of the coffee breaks in the Indian Lodge via an off-site outfit. They provided multiple dispensers, and better coffee. The lines moved quickly and attendees had a chance to mingle more.

7. Audiovisual issues: For the meeting next year, Rohit Pappu has offered to lend an 8-jack video port so that each speaker can plug in a laptop and switch easily between them. The wireless microphones were not working this year – it

seemed that getting batteries was a rate-limiting component in their performance. Wireless Internet connections were alive and well, though.

8. Points below are from the Minutes in 2007 and were not implemented this year. If we want to encourage those things in the future then we need to make sure that they are noted in the new Organizers Guide. Lack of implementation is in part related to the issue of oversight by the Board.

a. In 2007 we suggested that a specific solicitation be sent to advisors to recommend well prepared student and postdoc speakers by email.

b. In 2007, it was suggested that there be no cap on the length of time allowed for questions after a presentation – in fact, it should be emphasized to student moderators that although there is a set time limit for talks, the Q&A time is unlimited."

C. Election of President-Elect

The Society voted to elect Bertrand Garcia-Moreno, Johns Hopkins University.

D. Election of Organizers for the 2009 meeting.

Liskin Swint-Kruse (lswint-kruse@kumc.edu) and Nathan Baker (baker@biochem.wustl.edu) were elected to be organizers for the 23rd annual conference tentatively to be held Oct 3rd – 6th, 2009.

E. Miscellaneous items

1. David Bain and Madeline Shea will update and organize the infamous "Organizer's Guide". A major goal of the Board of Directors continues to be to better facilitate and communicate changes in meeting structure that occur as the meeting evolves. Organizers should view the Board as their advisory committee during the planning of the meeting, and consult them with a draft program for feedback.

2. For future program books:
Please correct spelling mistake under 16th Gibbs Keynote: Biltonen, not Biltonin.

3. Plans are being made to organize a Special Edition of *Biophysical Chemistry* for the 25th Gibbs Conference (to be held in 2011). Enrico Di Cera supports this idea with the understanding that we will start at the 23rd meeting with an announcement for papers due coming out between the 23rd and 24th meeting and a hard deadline complete with a serious review process should be early enough that a final printed copy of the issue is available at the 25th meeting.

Details with be discussed by the Board in the next 12 months and plans will be finalized at the 23rd Gibbs conference. The selection of Editors and solicitation of authors (should this be limited to regulars) are the main items to be discussed.

22nd Annual Gibbs Conference on Biothermodynamics
October 4 - 7, 2008
Call for applications and abstracts

The 22nd Annual Gibbs Conference on Biothermodynamics will be held October 4 - 7, 2008 at The Touch of Nature Environmental Center at Southern Illinois University, Carbondale, Illinois. Highlights include:

- **Keynote speakers**
  Dorothy Beckett, University of Maryland
  Ken Dill, University of California, San Francisco

- **Scientific sessions**
  Dynamics and allostery
  Macromolecular stability
  Nucleic acid structure and function
  Protein folding
  Macromolecular assemblies and interactions

- **Invited speakers (confirmed)**

Enrico Di Cera	George Rose
Christopher Fischer	Donald Senear
Bertrand Garcia-Moreno	Walter Stafford
Vincent Hilser	Liskin Swint-Kruse
Juliette Lecomte	Olke Uhlenbeck
Ruth Nussinov	Yujia Xu

- Additional speakers will be chosen from abstracts submitted by graduate students and postdoctoral fellows

The Gibbs Conference has been oversubscribed in recent years. Therefore, the Board of Directors has instituted a new *application process* with the following deadlines:

Due July 25 - Submission of Applications with Abstracts
By August 8 - Notification of Abstract Acceptance
Due August 22 - Payment by Check for Registration and Board

Size restrictions may limit the number of participants from individual laboratories. PIs are asked to consider this when selecting trainees to submit applications and abstracts.

The application process and abstract instructions are described on the conference website (http://www.uchsc.edu/sop/Gibbs2008/index.html).

We look forward seeing you at the 22nd Annual Gibbs conference!
David Bain and Jannette Carey, organizers

22nd Annual Gibbs Conference Application Form – Due July 25, 2008

After filling out the application, please save as a .doc file, using as a title the PI last name and presenting author last name (for example, Bain_Jones.doc). Submit the application by attaching it to an email using as subject line, "Gibbs" followed by the PI last name and presenting author's last name (for example Gibbs_Bain_Jones). Completed applications should be sent electronically to **Gibbs2008@UCHSC.edu**.

Name / Email

Prefix	First		Initial	Last		Suffix	Gender

Email address	Nickname (if preferred for badge)

University/Company	Laboratory P.I.

Research interests

Mailing address

Line 1 (Department/Mail Stop)	Line 2 (PO Box)		

Line 3 (Street Address)			

City	State	Zip	Country

Telephone/Fax

Country code	Area code	Telephone Number	Ext	Fax Number

Please complete the following section only if you wish to make a presentation.

Title:

Presentation Preference	AV requirements
☐ Poster	☐ Computer Projector
☐ Oral (Selected from student and postdoc abstracts)	☐ Overheads
Oral topic preference	☐ Slides
☐ Dynamics and Allostery	☐ Other (note requirements below)
☐ Macromolecular Stability	Other A/V requirements
☐ Nucleic Acid Structure and Function	
☐ Protein Folding	
☐ Macromolecular Assemblies and Interactions	

For organizational purposes, please fill out the following. **DO NOT ENCLOSE A CHECK!**

Registration and Meals

Position	Registration Fee	Meal Plan ($110 - required of all registrants)	Special Dietary Requirements
☐ Student	(no charge)		☐ Vegetarian
☐ Postdoc	($30)		☐ Other (describe)
☐ P.I.	($60)	Check if you plan to stay	
☐ Other	($60)	for lunch on Tuesday ☐	

Lodging

Off site	On site	Nights needed
☐ **Off site** (you are responsible for your own arrangements – see list of local hotels)	☐ **On site** (rank 1st, 2nd, 3rd, 4th choices, use "U" for choices that are unacceptable – estimated costs represent per person/per night occupancy. Fees will be due at the meeting) Little Grassy Lodge _____ $30.74 Morris or Shawnee Dorms_____ $20.14 L.B. Sharp Dorm _____ $11.66 Cabin _____ $8.48 + $8 for linens (one-time charge)	☐ Saturday Oct 4 ☐ Sunday Oct 5 ☐ Monday Oct 6 Roommate request (name and institution)