



## GENERAL ASSEMBLY MEETING

Monday, 05 May 2014

### MINUTES

Meeting place:	Electronic Meeting
Meeting date:	05 May 2014
Meeting time:	-

Attendees	Institutional Representative	Present	Absent
RomaTre	<i>Prof. Filiberto Bilotti</i>	✓	
Aalto	<i>Prof. Sergei Tretyakov</i>	✓	
FORTH	<i>Prof. Maria Kafesaki</i>	✓	
ITME	<i>Prof. Dorota Pawlak</i>	✓	
LOUGH	<i>Prof. J.C. Vardaxoglou</i>	✓	
DLR	<i>Dr. Andrey Osipov</i>	✓	
FSU	<i>Prof. Thomas Persch</i>	✓	
UCL	<i>Prof. Isabelle Huynen</i> <i>Prof. Christophe Craeye</i>	✓	
UoS	<i>Prof. Nikolay Zheludev</i>	✓	
UniTN	<i>Prof. Andre Massa</i>	✓	
UPNA	<i>Prof. Ramon Gonzalo</i>	✓	
UGLAS	<i>Prof. Nigel Johnson</i>	✓	
ETU	<i>Prof. Irina Vendik</i>	✓	
WU	<i>Prof. Tomasz Szoplik</i>	✓	
UNISI	<i>Prof. Stefano Maci</i>	✓	
QUB	<i>Prof. Alex Schuchinsky</i>	✓	
UPS	<i>Prof. André de Lustrac</i>	✓	
UAB	<i>Prof. Ferran Martin</i>	✓	
SIEGEN	<i>Prof. Peter Haring-Bolivar</i>	✓	
QMUL	<i>Prof. Yang Hao</i>	✓	
GEA	<i>Prof. Alain Priou</i>	✓	
SBAI	<i>Prof. Concita Sibilìa</i>	✓	
DIET	<i>Prof. Fabrizio Frezza</i>	✓	

Meeting chaired by:	<i>Prof. Filiberto Bilotti – President</i>
Meeting minutes kept by:	<i>Dr. Davide Ramaccia – Secretary of the VI office at "RomaTre"</i>

### AGENDA

1. Secret voting for the election of the Board of Directors for the period 2014-2017



## Meeting Minutes

### 1. Secret voting for the election of the Board of Directors

According to Art. 10.2 of the Association Constitution, each Institutional Member receives a voting card with up to five preferences. The voters can freely choose how to distribute their preferences between any of the preset categories of members of the Board of Directors. The vote is secret and the candidate who gets the most preference votes in his/her category is elected. During the last Board of Directors meeting (held on 17 April 2014), the Directors proposed the following classification:

Category	Candidate
<i>Research RoadMap</i>	Alex Schuchinsky
<i>Secretary</i>	Davide Ramaccia
<i>Link with other Societies</i>	Dorota Pawlak
<i>Trainings</i>	Maria Kafesaki
<i>Dissemination</i>	Sergei Tretyakov

The Secretary General sends an email message to the Institutional Member Coordinators (*Annex I*) asking them to express their vote. The votes have been casted via the online voting system [simplyvoting.com](http://simplyvoting.com). The results are reported below:

<b>Number of voters</b>	<b>23</b>	
<b>Virtual voting cards received</b>	<b>19</b>	
<b>RESULTS</b>		
<b>Category</b>	<b>Candidate</b>	<b>N. of Votes</b>
<i>Research RoadMap</i>	Alex Schuchinsky	<b>17</b>
<i>Secretary</i>	Davide Ramaccia	<b>19</b>
<i>Link with other Societies</i>	Dorota Pawlak	<b>19</b>
<i>Trainings</i>	Maria Kafesaki	<b>19</b>
<i>Dissemination</i>	Sergei Tretyakov	<b>19</b>

**Decision – According to the voting results, the General Assembly elects A. Schuchinsky, D. Ramaccia, D. Pawlak, M. Kafesaki, S. Tretyakov as members of the new BoD for the period 2014-2017.**

Davide Ramaccia, the Secretary of the Operational Office in Rome, sends an email message to the Institutional Member Coordinators (*Annex II*) informing them of the voting results. According to our Constitution, the new Board of Directors is appointed for a period of three (3) years, from 1<sup>st</sup> June 2014 to 31<sup>st</sup> May 2017.

DR PR



**Virtual Institute for Artificial Electromagnetic Materials and Metamaterials**  
**METAMORPHOSE VI AISBL**

Operational office:

"Roma Tre" University – Dept. of Engineering – Via Vito Volterra 62 – 00146 – Rome – Italy

Rome, 05 May 2014

**Dr. Davide Ramaccia**  
*Secretary of ROMA TRE Office*

**Prof. Filiberto Bilotti**

*President*



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## Annex I

From: METAMORPHOSE VI AISBL  
Date: 17/04/2014 17:42 (GMT+01:00)  
To: -----  
Subject: METAMORPHOSE VI - Vote for new BoD is needed

Dear [Name Surname],

first of all, many thanks for your contribution to the two actions required in the previous email: your vote to elect the new Congress General Chair and the nominations of your candidate to the new BoD.

The first action has been already closed and we have a new Congress General Chair.  
**Congratulation to Prof. Filiberto Bilot for its new appointment as General Chair for the period 2015-2018** and,  
also, many thanks to Prof. Sergei Tretyakov for his great efforts as past General Chair.  
According to our Internal Regulation, Prof. Bilot will start his term with Congress 2015.

As for the election of the new Board of Directors, your nominations have been collected and, according to our constitution, the current BoD has assigned the nominations to five (5) different categories:

Research RoadMap: Alex Schuchinsky  
Secretary: Davide Ramaccia  
Link with other Societies: Dorota Pawlak  
Trainings: Maria Kafesaki  
Dissemination: Sergei Tretyakov

**A secret vote is now needed:** To vote, please visit: <https://metamorphose-vi.simplyvoting.com/> and use the following login credentials to access:

Elector ID - 2014xxxxxxxxx

Password - f yyyyyyyy

Or follow this link to access the ballot directly: [https://metamorphose-vi.simplyvoting.com/\\_auth.php? \[...\]](https://metamorphose-vi.simplyvoting.com/_auth.php?[...])

This ballot ends at **05 May 2014 at 12:00 (Rome Local time)**.

Thank you for your collaboration.

Regards,

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**Davide RAMACCIA, PhD**

Secretary of METAMORPHOSE VI Office at ROMATRE

Department of Engineering

"RomaTre" University

Via Vito Volterra, 62

I-00146, Rome (IT)



Virtual Institute for Artificial Electromagnetic Materials and Metamaterials  
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## Annex II

**Subject:** METAMORPHOSE VI - BoD Ballot Results

**From:** Davide Ramaccia <secretary@metamorphose-vi.org>

**Date:** 06/05/2014 12:20

**To:** Filiberto Bilo <filiberto.bilo@uniroma3.it>, "andrey.osipov@dlr.de" <andrey.osipov@dlr.de>, "alain.priou@u-paris10.fr" <alain.priou@u-paris10.fr>, "a.schuchinsky@ee.qub.ac.uk" <a.schuchinsky@ee.qub.ac.uk>, "arkadi.chipouline@uni-jena.de" <arkadi.chipouline@uni-jena.de>, "Andre.delustrac@ief.u-psud.fr" <Andre.delustrac@ief.u-psud.fr>, "concita.sibilia@uniroma1.it" <concita.sibilia@uniroma1.it>, "Craeye@tele.ucl.ac.be" <Craeye@tele.ucl.ac.be>, "Dorota.Anna.Pawlak@gmail.com" <Dorota.Anna.Pawlak@gmail.com>, "ferran.marn@uab.es" <ferran.marn@uab.es>, "frederique.gadot@ief.u-psud.fr" <frederique.gadot@ief.u-psud.fr>, "frezza@die.uniroma1.it" <frezza@die.uniroma1.it>, "isabelle.huynen@uclouvain.be" <isabelle.huynen@uclouvain.be>, "J.C.Vardaxoglou@lboro.ac.uk" <J.C.Vardaxoglou@lboro.ac.uk>, "j.A.Flint@lboro.ac.uk" <j.A.Flint@lboro.ac.uk>, "ibvendik@rambler.ru" <ibvendik@rambler.ru>, "kafesaki@iesl.forth.gr" <kafesaki@iesl.forth.gr>, "maeo.albani@dii.unisi.it" <maeo.albani@dii.unisi.it>, "n.i.zheludev@soton.ac.uk" <n.i.zheludev@soton.ac.uk>, "njohnson@elec.gla.ac.uk" <njohnson@elec.gla.ac.uk>, "peter.haring@uni-siegen.de" <peter.haring@uni-siegen.de>, "ramon@unavarra.es" <ramon@unavarra.es>, "soukoulis@ameslab.gov" <soukoulis@ameslab.gov>, "tszoplik@mimuw.edu.pl" <tszoplik@mimuw.edu.pl>, "said.zouhdi@supelec.fr" <said.zouhdi@supelec.fr>, "y.hao@elec.qmul.ac.uk" <y.hao@elec.qmul.ac.uk>, "g.gousse@ecit.qub.ac.uk" <g.gousse@ecit.qub.ac.uk>, "macis@dii.unisi.it" <macis@dii.unisi.it>, "Massa, Andrea" <andrea.massa@ing.unitn.it>, thomas.pertsch@uni-jena.de, "sergei.tretyakov@aalto.fi" <sergei.tretyakov@aalto.fi>

**CC:** "Rockstuhl, Carsten (TFP)" <carsten.rockstuhl@kit.edu>, Davide Ramaccia <davide.ramaccia@uniroma3.it>

Dear Institutional Member Coordinator,

this is to inform you that the Ballot for the Election of the Board of Directors has been completed.

We received 19 filled voting cards from 23 electors.

The names of the elected new Directors for each category are reported below:

Alexander Schuchinsky - Research roadmap

Davide Ramaccia - Secretary

Dorota Pawlak - Link with other Societies

Maria Kafesaki - Training

Sergei Tretyakov - Dissemination

**Congratulation to the new Directors for their election!**

According to our Constitution, the new Board of Directors will start its term on **1st June, 2014.**

The Directors are appointed for a term of three years and, thus, **till 31st May 2017.**

Best regards,

**Davide RAMACCIA, PhD**