



GENERAL ASSEMBLY MEETING

Monday, 21 December 2020

MINUTES

Meeting place:	Online Meeting
Meeting date:	21 December 2020
Meeting time:	---

Attendees	Institutional Representative	Present
Aalto	<i>Prof. Sergei Tretyakov</i>	✓
UCL	<i>Prof. Isabelle Huynen</i> <i>Prof. Christophe Craeye</i>	✓
UoS	<i>Prof. Nikolay Zheludev</i>	✓
UniTN	<i>Prof. Andrea Massa</i>	✓
UPNA	<i>Prof. Ramon Gonzalo</i>	✓
UGLAS	<i>Prof. Nigel Johnson</i>	✓
ETU	<i>Prof. Irina Vendik</i>	✓
FORTH	<i>Prof. Maria Kafesaki</i>	✓
WU	<i>Prof. Tomasz Szoplik</i>	✓
RomaTre	<i>Prof. Filiberto Bilotti</i>	✓
LOUGH	<i>Prof. J.C. Vardaxoglou</i>	✓
UNISI	<i>Prof. Stefano Maci</i>	✓
QUB	<i>Prof. Alex Schuchinsky</i>	✓
UPS	<i>Prof. Andrè de Lustrac</i>	✓
UAB	<i>Prof. Ferran Martin</i>	✓
ITME	<i>Prof. Dorota Pawlak</i>	✓
SIEGEN	<i>Prof. Peter Haring-Bolivar</i>	✓
FSU	<i>Prof. Thomas Persch</i>	✓
QMUL	<i>Prof. Yang Hao</i>	✓
GEA	<i>Prof. Shah Nawaz Burokur</i>	✓
DLR	<i>Dr. Andrey Osipov</i>	✓
SBAI	<i>Prof. Concita Sibilìa</i>	✓
DIET	<i>Prof. Fabrizio Frezza</i>	✓
UNIVPM	<i>Prof. Luca Pierantoni</i>	✓
ITMO	<i>Prof. Pavel Belov</i>	✓
PhotInit CUNY	<i>Prof. Andrea Alù</i>	✓
KTH	<i>Prof. Oscar Quevedo-Teruel</i>	✓

Meeting chaired by:	<i>Prof. Andrea Alù – President</i>
Meeting minutes kept by:	<i>Dr. Davide Ramaccia – Secretary general</i>

Alù *FR* *DR*



AGENDA

1. Approval of the Budgets
 - a. Final Budget 2019
 - b. Expected Budget 2020
 - c. Provisional Budget 2021
2. Any other business.

Meeting Minutes

1. Approval of the Budget

On 21.12.2020, the Secretary general Dr. Davide Ramaccia sent an email to the Institutional Member coordinators (ANNEX I) asking them to vote for the approval of the three budget items reported in the Agenda and whose details are given in Annex II, Annex III, and Annex IV of the present document, respectively.

The Secretary Office got the following votes:

Institution	Annex 1	Annex 2	Annex 3
Aalto	YES	YES	YES
UCL	YES	YES	YES
UoS	YES	YES	YES
UniTN	YES	YES	YES
UPNA	YES	YES	YES
UGLAS	YES	YES	YES
ETU	YES	YES	YES
FORTH	YES	YES	YES
WU	YES	YES	YES
RomaTre	YES	YES	YES
LOUGH	YES	YES	YES
UNISI	YES	YES	YES
QUB	YES	YES	YES
UPS	----	----	----
UAB	YES	YES	YES
ITME	YES	YES	YES
SIEGEN	YES	YES	YES
FSU	YES	YES	YES
QMUL	YES	YES	YES
GEA	YES	YES	YES
DLR	YES	YES	YES
SBAI	YES	YES	YES
DIET	YES	YES	YES
UNIVPM	YES	YES	YES
ITMO	YES	YES	YES
PhotInit CUNY	YES	YES	YES
KTH	YES	YES	YES







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

According to the voting results, the General Assembly has approved:

- The final budget 2019 reported in Annex II
- The expected budget 2020 reported in Annex III
- The provisional budget 2021 reported in Annex IV

2. Any other business

There are no other businesses to discuss.

Rome, 31 December 2020

Dr. Davide Ramaccia
Secretary general

Prof. Filiberto Bilotti
Vice-president

Prof. Andrea Alù
President



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

ANNEX I

Oggetto: METAMORPHOSE VI General Assembly - Budget Approval

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

Data: 21/12/2020, 12:44

A: sergei.tretyakov@aalto.fi, Craeye@tele.ucl.ac.be, n.i.zheludev@soton.ac.uk, isabelle.huynen@uclouvain.be, andrea.massa@unitn.it, ramon@unavarra.es, njohnson@elec.gla.ac.uk, ibvendik@rambler.ru, tszoplik@mimuw.edu.pl, a.schuchinsky@liverpool.ac.uk, Andre.delustrac@ief.u-psud.fr, ferran.martin@uab.cat, peter.haring@uni-siegen.de, thomas.pertsch@uni-jena.de, y.hao@qmul.ac.uk, sburokur@parisnanterre.fr, andrey.osipov@dlr.de, concita.sibilia@uniroma1.it, frezza@die.uniroma1.it, luca.pierantoni@univpm.it, belov@phoi.ifmo.ru, Stefano Maci <macis@dii.unisi.it>, Oscar Quevedo Teruel <oscarqt@kth.se>, "belov@metalab.ifmo.ru" <belov@metalab.ifmo.ru>

CC: Filiberto Bilotti <filiberto.bilotti@uniroma3.it>, aalu@gc.cuny.edu, J.C.Vardaxoglou@lboro.ac.uk, Dorota.Anna.Pawlak@gmail.com, kafesaki@iesl.forth.gr, Simovski Konstantin <konstantin.simovski@aalto.fi>

Dear VI Institutional Member coordinators,

This is for calling an online General Assembly meeting before the end of the solar year 2020. The Board of Directors (in CC) has discussed and approved unanimously the Budgets of the Association.

Please, find attached the BoD meeting minutes with the approved documents.

According to our Constitution, now, the General Assembly (i.e. each of you) has to express the vote on the three budgets.

Please, reply to this email with **YES or NO** for each of the four individual items as follows:

- Final Budget 2019 YES/NO
- Expected Budget 2020 YES/NO
- Provisional Budget 2021 YES/NO

Many thanks!

We take this occasion to wish you all a Merry Xmas and Happy New Year!

Best wishes,

-Davide

— Allegati: —

2020_12_07 BoD Meeting Minutes_Budget Approval_signed.pdf

552 kB

Annex II

VIRTUAL INSTITUTE FOR ARTIFICIAL ELECTROMAGNETIC
MATERIALS AND METAMATERIALS

BALANCE SHEET PAPER

period

01/01/2019 – 31/12/2019

ALW

DR

FR

Final budget and assets 2019 - Summary

Description	Yeld EUR	Exp EUR
Metamaterials Congress 2019	179.865,00	124.129,17
Metamaterials Congress 2018	60.582,40	-
Metamaterials Congress 2020	-	24.097,52
Membership fees 2019	12.310,00	-
H2020 Nanoarchitectonics	13.500,00	559,96
General Assembly	-	-
Personnel costs	-	27.300,57
Insurance-pension personnel costs	-	19.965,84
Book-keeping	-	22.955,25
Travel expenses	-	2.020,48
Consumables	68,40	703,33
Internet services	-	2.597,10
Other	-	-
Roma Tre contract	-	10.000,00
Advertising	-	-
Interest yields	-	-
Bank fees	0,52	195,40
Paypal Fees	78,24	4.736,13
Taxes	-	555,42
Total	276.934,56	249.683,96

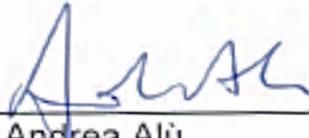
ASSETS @ 31.12.2019	
Bank Account EUR	281.191,88
Prepaid Credit Card EUR	2.394,03
Paypal Account EUR	2.890,57
Cash EUR	243,27
Total EUR	286.719,75

ALW

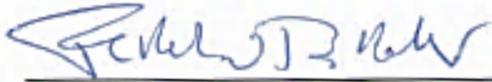
DR

FR

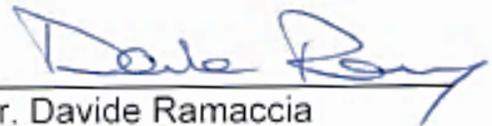
SIGNATURES OF THE BOARD OF DIRECTORS



Prof. Andrea Alù
Chairman
VI President, CUNY-ASRC/CG, USA



Prof. Filiberto Bilotti
Co-Chairman
VI Vice-President, Roma Tre, Italy



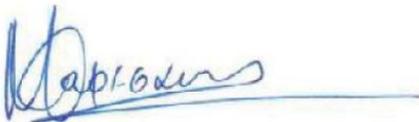
Dr. Davide Ramaccia
Member/Secretary
VI Secretary, Roma Tre, Italy



Prof. Dorota Pawlak
Member
VI Director, ITME, Poland



Prof. Constantine Simovski
Member
VI Director, Aalto, Finland



Prof. Maria Kafesaki
Member
VI Director, FORTH, Greece



Prof. Yiannis Vardaxoglou
Member
VI Director, LOUGH, UK

ANNEX III

Expected budget and assets 2020 - Summary

EXPECTED BUDGET 2020		
Description	Yield EUR	Exp EUR
Metamaterials Congress 2020	38.610,00	1.402,55
Metamaterials Congress 2019	-	-
Metamaterials Congress 2021	-	-
Membership fees 2020	6.900,00	-
General Assembly	-	-
Personnel costs	-	41.982,02
Insurance-pension personnel costs	-	19.751,00
Book-keeping	-	20.116,82
Travel expenses	-	1.266,68
Consumables	-	554,03
Internet services	-	1.864,82
Other	-	3.634,03
Roma Tre contract	-	10.000,00
Advertising	-	-
Interest yields	-	-
Bank fees	-	141,94
Paypal Fees	17,49	1.643,81
Taxes	-	4000,00
Total	45.527,49	106.357,70

EXPECTED ASSETS @ 31.12.2020	
Bank Account	221.646,27
Prepaid Credit Card	2.000,00
Paypal account EUR	2.000,00
Cash	243,27
Total EUR	225.889,54

ALW

DR

FR

ANNEX IV

Provisional budget and assets 2021 - Summary

PROVISIONAL BUDGET 2021		
Description	Yield	Expenses
Metamaterials Congress 2021	38.000,00	2.000,00
Schools	4.000,00	500,00
Membership fees	6.000,00	
Personnel costs		42.000,00
Roma Tre contract		-
Travel expenses		-
Insurance-pension personnel costs		20.000,00
Book-keeping		20.000,00
Consumables		1.000,00
Other		500,00
Internet services		2.000,00
Bank fees		200,00
PayPal fees		2.000,00
Taxes		500,00
Total	48.000,00	90.700,00

PROVISIONAL ASSETS @ 31.12.2021	
Bank Account	178.946,27
Prepaid Credit Card	2.000,00
Paypal account EUR	2.000,00
Cash	243,27
Total EUR	183.189,54



