



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

GENERAL ASSEMBLY MEETING

Sunday, 31 December 2023

MINUTES

Meeting place:	Online Meeting
Meeting date:	31 December 2023
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. Dmitry Kholodnyak</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. André 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>	✓
PhotNit CUNY	<i>Prof. Andrea Alù</i>	✓
KTH	<i>Prof. Oscar Quevedo-Teruel</i>	✓
UniCus	<i>Prof. Mirko Barbuto</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 2022
 - b. Expected Budget 2023
 - c. Provisional Budget 2024

2. Any other business.

Meeting Minutes

1. Approval of the Budget

On 31.12.2023, 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.

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	----	----	----
DIET	YES	YES	YES
UNIVPM	YES	YES	YES
ITMO	YES	YES	YES
Photnit CUNY	YES	YES	YES
KTH	YES	YES	YES
UniCUS	YES	YES	YES

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

- The final budget 2021 reported in Annex II
- The expected budget 2022 reported in Annex III
- The provisional budget 2023 reported in Annex IV

2. Any other business

There are no other businesses to discuss.

Rome, 31 December 2023

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**

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ANNEX I

METAMORPHOSE VI General Assembly - Budget Approval

secretary@metamorphose-vi.org <secretary@metamorphose-vi.org>

dom 31/12/2023 17:57

A: sergei.tretyakov@aalto.fi <sergei.tretyakov@aalto.fi>; n.i.zheludev@soton.ac.uk <n.i.zheludev@soton.ac.uk>; isabelle.huynen@uclouvain.be <isabelle.huynen@uclouvain.be>; andrea.massa@unitn.it <andrea.massa@unitn.it>; ramon@unavarra.es <ramon@unavarra.es>; njohnson@elec.gla.ac.uk <njohnson@elec.gla.ac.uk>; tszoplik@mimuw.edu.pl <tszoplik@mimuw.edu.pl>; a.schuchinsky@liverpool.ac.uk <a.schuchinsky@liverpool.ac.uk>; Andre.delustrac@ief.u-psud.fr <Andre.delustrac@ief.u-psud.fr>; ferran.martin@uab.cat <ferran.martin@uab.cat>; peter.haring@uni-siegen.de <peter.haring@uni-siegen.de>; thomas.pertsch@uni-jena.de <thomas.pertsch@uni-jena.de>; y.hao@qmul.ac.uk <y.hao@qmul.ac.uk>; sburokur@parisnante.fr <sburokur@parisnante.fr>; andrey.osipov@dlr.de <andrey.osipov@dlr.de>; concita.sibilia@uniroma1.it <concita.sibilia@uniroma1.it>; luca.pierantoni@univpm.it <luca.pierantoni@univpm.it>; belov@phoi.ifmo.ru <belov@phoi.ifmo.ru>; Stefano Maci <macis@dii.unisi.it>; Dmitry Kholodnyak <dmitry.kholodnyak@mmlab.spb.ru>
Cc: Filiberto Bilotti <filiberto.bilotti@uniroma3.it>; aalu@gc.cuny.edu <aalu@gc.cuny.edu>; Davide Ramaccia <davide.ramaccia@uniroma3.it>

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2023_12_29 BoD Meeting Minutes_Budget Approval.pdf

Dear VI Institutional Member coordinators,

This email serves to call an online General Assembly meeting before the end of the solar year 2023.

The Board of Directors has unanimously discussed and approved the Budgets of the Association. The Board of Directors meeting minutes are available on the Metamorphose VI website and are also attached for your convenience.

According to our Constitution, the General Assembly (i.e. each of you) is asked to vote on the three budgets. Please review the attached documents and **reply to this email with a YES or NO** for each of the following items **before January 10th, 2024**:

- Final Budget 2022 YES / NO
- Expected Budget 2023 YES / NO
- Provisional Budget 2024 YES / NO

We wish you a healthy and happy new year!

Best regards,
-Davide Ramaccia

**VIRTUAL INSTITUTE FOR ARTIFICIAL ELECTROMAGNETIC
MATERIALS AND METAMATERIALS**

BALANCE SHEET PAPER

period

01/01/2022 – 31/12/2022

 


Final budget and assets 2022 - Summary

Description	Yield EUR	Exp EUR
Metamaterials Congress 2022	220.072,45	93.481,01
42 Euprometa School	-	-
Metamaterials Congress 2020	21.439,94	-
Membership fees 2022	13.830,00	-
Metamaterials Congress 2023	-	422,00
H2020 Nanoarchitectonics	-	-
General Assembly	-	-
Personnel costs	-	25.678,00
Insurance-pension personnel costs	-	20.902,55
Executive Director	-	12.119,80
Book-keeping	-	20.369,02
Travel expenses	-	-
Consumables	-	1.545,59
Internet services	-	2.595,21
Other	-	-
Roma Tre contract	-	-
Advertising	-	-
Interest yields	-	-
Bank fees	-	246,16
Paypal Fees	253,80	5.792,71
Taxes	-	74,80
Total	255.596,19	183.226,85
Surplus/deficit EUR		72.369,34

ASSETS @ 31.12.2022	
Bank Account EUR	340.228,67
Prepaid Credit Card EUR	533,68
Paypal Account EUR	2.879,66
Paypal Account GBP	-
Paupal Account USD	-
Cash EUR	243,27
Total EUR	343.885,28





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

-----N.A.-----

Prof. Dorota Pawlak
Member
VI Director, ITME, Poland



Dr. Viktor Asadchy
Member
VI Director, Aalto, Finland



Prof. Maria Kafesaki
Member
VI Director, FORTH, Greece



Prof. Mirko Barbuto
Member
VI Director, UNICUS, Italy

ANNEX III

Expected budget and assets 2023 - Summary

Description	Yield EUR	Exp EUR
Metamaterials Congress 2023	227.755,00	86.683,42
Metamaterials Congress 2022	9.471,41	1.600,00
Membership fees 2023	16.190,00	-
H2020 Pulse	220.312,50	61.197,91
Personnel costs	-	48.071,49
Insurance-pension personnel costs	-	36.920,47
Executive Director	-	6.710,45
Book-keeping	-	27.902,16
Travel expenses	-	544,00
Consumables	-	1.545,59
Internet services	-	2.595,21
Other	-	-
Roma Tre contract	-	-
Advertising	-	-
Bank fees	577,87	246,16
Paypal Fees	73,31	6.250,00
Taxes	-	74,80
Total	474.380,09	280.341,66
Surplus/deficit EUR		194.038,43

EXPECTED ASSETS @ 31.12.2023	
Bank Account	537.923,71
Prepaid Credit Card	629,89
Paypal account EUR	2.854,96
Cash	243,27
Total EUR	541.651,83

DR
ABW

ANNEX IV

Provisional budget and assets 2024 - Summary

Description	Yeld EUR	Exp EUR
Metamaterials Congress 2024	240.000,00	165.000,00
EUPROMETA Schools	11.000,00	-
H2020 PULSE	-	73.437,50
Membership fees 2023	13.500,00	-
General Assembly	-	-
Personnel costs and ED vouchers/reimbursement	-	40.000,00
Insurance-pension personnel costs	-	35.000,00
Book-keeping	-	15.000,00
Travel expenses	-	-
Consumables	-	500,00
Internet services	-	1.500,00
Other	-	-
Roma Tre Contract	-	-
Advertising	-	-
Interest yields	-	-
Bank fees	-	500,00
Paypal Fees	-	6.000,00
Taxes	-	1.000,00
Total	264.500,00	337.937,50

PROVISIONAL ASSETS @ 31.12.2024	
Bank Account	464.486,21
Prepaid Credit Card	629,89
Paypal account EUR	2.854,96
Cash	243,27
Total EUR	468.214,33



