**Minutes of Fourth the Council Meeting**

**Asian Crystallographic Association**

**Time: 14:00 on Wednesday, Aug. 25, 1993**

**Place: Room 5014 at International Convention Center, Beijing China**

Attended by:

D. Creagh & S.R. Hall (alternate to J. W. White) (Australia) P.M. Miao.C. Wang & Z. Zhang (China) T. C. W. Mak (Hong Kong) K. K. Kannan (India) T. Ashida, J. Harada, H. Hashizume, N. Kasai & T. Uragami (Japan) S. J. Chung & Y. J. Park (Korea) H. K. Fun & S. W. Ng (Malaysia) W.T. Robinson (New Zealand) W. C. Patalinghug (Philippines) L.L. Koh (Singapore) R. P. Gunawardane (Sri Lanka) S. L. Chang & T. J. Lee & Yu Wang (Taiwan) P. Phavanantha (Thailand) Nguyen Van Tri (Vietnam)

**Item 1. Confirmation of the Minutes of the Nov. 1992 Meeting.**

 Passed with no comments.

**Item 2. Recording of 1993-1996 Councillors**

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| --- | --- | --- |
| Australia | III | Dudley Creagh & J. W. White |
| Bangladesh | I | Altar Hussain |
| China | II | Z. Zhang |
| Hong Kong | I | Thomas C. W, Mak |
| India | III | G.R.Deslraju & S.P. Sen Gupta & K.K. Kannan |
| Indonesia | I | Waloejo Loeksmanto |
| Japan | III | T. Ashida & T. Uragami |
| Korea | I | Young-Ja Park |
| Malaysia | I | Hoong-Kun Fun |
| New Zealand | II | W. T. Robinson |
| Pakistan | I | Anwar ul Haq |
| Philippines | I | Wyona C. Patalinghug |
| Singapore | I | Lip Lin Koh |
| Sri Lanka | I | Richard P. Gunawardane |
| Taiwan | II | Yu Wang |
| Thailand | I | Phathana Phavanantha |
| Vietnam | I | Nguyen Van Tri |

**Item 3.  President's report**

President Kasai first reported the printing and distribution of newsletter and he mentioned the success ofAsCA'92 meeting in Singapore. At this time, he asked Prof. Syd Hall to give some report on that. Prof. Hall then stated mat there were 350 people attending the meeting, it was planed to be 250, so the meeting was running a profit because of that. The format of having three oral session in parallel, posters and exhibitions etc. seemed to be a very nice format, so the future AsCA meeting may consider the same format. One thing need to be mentioned is that the lecture hall was not big enough for 350 people, although there was an extra TV room, the effect is not as good. We may consider to have two parallel plenery lectures in the future. After Prof. Hall's report, president Kasai said that he has the full report both from the organizing and program committees and he will print and distribute them on newsletter in due time.

**Item 4.  Secretary-Treasurer's Report**

Prof. Wang first report on the current financial situation and the details of the income and expenses of Singapore meeting.A recommendation of how to manage the fund was mentioned and a trusteeship on the fund was suggested. \*Detailed report is attached.

**Item 5. Election of 1993~1996 Executives**

Prof. W. T. Robinson was elected as the new president. Prof. Y. Wang was elected as the new vice- president. Prof. Z. Zhang was elected as the new secretary-treasurer.

**Item 6. Discussion on 1993~1996 activities and budget**

The meeting continued with the new president Prof. Robinson as the chairman. He first discussed the possible site for AsCA'95 . Three places - Guala Lumpor, Bankok and Hong Kong were suggested. The executives should invite formal proposal from these three places and make the decision.

**Item 7. Other business**

Prof. Harada mentioned that three countries (used to be in Soviet Union ) near Asia region indicated that they would like to join the association.

**The meeting closed at 15:30.**

**Financial Report: 1990-1993**

AsCA account (Accf.650967; May 14, '92)      A$ 3,255.07

**AsCA account March 1993**

1. A$ account 650967 (Feb 10 93); A$                 10,079.96

                                                   -2,000.00 (SCA repay)                             8,079.96

2. S$ account 600039 (Feb 15 93): S$                 12,739.84                           10,916.74

3. Yen Japan 1618063 (Mar 12 93): Y                 1,006,248.

                                                   -300,000 (CrSJ repay.)

                                                    -35,800 (Exhib. costs)                             8,083.53

TOTAL                                            27,080.23

AsCA accounts contain:

Membership funds:                               3,662.26 (Jan 1992)            479.90 (Jan 1993)

AsCA'93 balance:                                 22,938.07(Mar 1993)

Cu**rrent Accounts:**

Fixed term deposit (036054 12235; June30;93) A$ 19,525.84                at 5.35% interest rate

Account (650967 July 28:93)                              A$ 381.08

Tokyo Dai-ichi Kangyo (1618063; May 4,'93)     Y 670.448

**Our recommendation is that:**

1) the funds be placed in interest bearing accounts as soon as possible.

2) the funds be distributed over several accounts in different currencies to avoid losses due to devaluation.

3) a trustee group of three people be appointed by the AsCA Executive to administer and maintain these funds. Access to these funds would be controlled by the trusteeship but requests must be channelled through the Executive for the recommendation of expenditure.

We would also like to also propose some guidelines for the administration of these funds. The principle role of AsCA is to promote crystallographic research and teaching in the region. The fulfillment of this objective can be best achieved if the funds are used:

a) to support and run AsCA future conferences and meetings in the region;

b) to support Young Scientists from the region to attend these meetings;

c) to produce regular newsletters for distribution in the region;

d) to sponsor special crystallographic projects which have a broad application in the region;

e) NOT to fund the travel or expenses of Council members, except in very special circumstances; and

f) NOT to support research projects of individual scientists