

Orsay, 5th December 2011

Dear IUBS Members,

Subject: IUBS general policy 2011

Since 2010 and mostly in 2011, you have been informed that some reforms have been undertaken in IUBS. To ensure proper functioning and a long term and healthy organization, we are going through a restructuring phase and wish to implement new processes.

Some underlying issues needed to be resolved within the IUBS community. Therefore, the Executive Committee deemed necessary to appoint a Review Committee in June 2011. It consists of Marvalee Wake, Motonori Hoshi and Christoph Scheidegger. During the Executive Committee meeting in Rome 22-23 September 2011, the recommendations of the Review Committee were discussed and resulted in the creation of 3 Working Groups: management, scientific programmes and finance.

The Workings Groups and the Review Committee are currently addressing the issues of the management, the practices, the budgets and the funding of IUBS. We will keep you up to date on the developments and the recommendations proposed for the General Assembly next year.

Meanwhile we would like to draw your attention to some points.

First we wish to give you some general information about finances.

The majority of IUBS funds comes from national membership contributions. In spite of the financial pressure, IUBS membership fees have remained unchanged since 2003 (with the amount in Euros rounded up in 2008). So the challenge is to maintain our activities despite inflation and the increase of operating costs.

The IUBS Secretariat has made efforts to decrease the general costs of the office. Salary cost savings have been realized after the retiring of the former Executive Director and the assistant in the Secretariat is no longer full time (until 2007) but half time (from 2011). The administrative costs have also been reduced (see attached document).

These significant changes in the annual secretarial costs allow a reduction of the legal mandatory reserve (that requires one year's running costs) by 44%. The remaining funds are used to finance the Young Scientists Grant and the journal *Biology International* (2 issues were published in 2011).

It is imperative to ensure an optimal and transparent management of IUBS incomes so the following measures have been implemented by the Secretariat:

- an annual budget, prepared with the Treasurer, is submitted to the approval of the Executive Committee



- a new detailed and itemized audit report is presented each year
- each year, the approval of the audit report is requested from the national members

IUBS funds have not been reinvested in shares but in a time deposit account (including the legal mandatory reserve and allocated funds).

Despite the crisis, the annual budgets 2009 and 2010 were balanced.

Regarding IUBS scientific programmes, more money has been invested in scientific programmes (see attached document). In 2010 the Secretariat has established a reporting process where the programme leaders have to present their project with an action plan and an annual budget. The report is reviewed every year and in 2011 it will include a budget and expenditure analysis.

News forms have been established to apply for the following grants: conference, young scientist, loan.

We also use every occasion to enhance communication with our members:

- we have invited you to participate in our Executive meeting in Rome last September. We were pleased that many of you attended the meeting
- we have encouraged you to send your inputs to the working groups,
- a survey was sent to our scientific members,
- the IUBS website was updated,
- a twitter account was opened
- regular information about activities, finances and policy are e-mailed.

These new initiatives are currently being evaluated by the Review Committee and the Working Groups. On the other hand, the Secretariat and Executive Committee are committed to continual improvement and to the transparency in the functioning of IUBS.

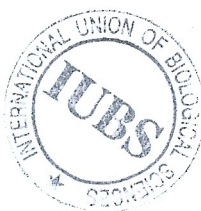
Please feel free to communicate any input you might wish to provide to IUBS. We would appreciate your participation in the implementation of new initiatives and emerging scientific programmes.

Your involvement and contributions are essential to the future of IUBS.

We wish you a happy holiday season.

Best regards.

Nathalie Fomproix
IUBS Executive Director



Jean-Marc Jallon
IUBS Secretary General