General Assembly for the
Swedish Society of Biomechanics (Org. no. 802518-0608)
Protocol

Place: Skavsjöholm konferens & möten, Stockholm

Date: 21 March 2019, 13:45-14:45

1. Opening of meeting and approval of agenda
   The meeting was declared open by Hanna Isaksson. The agenda was approved by the General Assembly (GA), see Appendix 1.

2. Present members at meeting
   See Appendix 2.

3. Choosing person to adjust the protocol
   The protocol will be adjusted by the council’s chairman and secretary according to the by-laws.

4. Report from the Council of previous year’s work
   Hanna reports about the council’s work and the tasks given to the Council by the GA last year.
   a. Mission statement for SSB. The council suggests the mission statement: Our goal is to encourage research, stimulate education and promote progress and outreach in biomechanics in Sweden.
   b. Outreach of the society. The council felt it more important to prioritize the work on SSB’s internal structure during the first year. This task was therefore postponed.
   c. Organization. SSB is registered with Skatteverket and has an organization number.
   d. Distribution of responsibility and roles among the council members. Hanna Isaksson (Chairman), Cecilia Persson (Treasurer), Jonas Stålhand (Secretary), Laine Gutierrez-Farewik (Funding, Planning of GA), Laszlo Fuchs (Funding), Toni Arndt (Liaison with other societies), Josefine Naeli (Planning of GA), Rodrigo Moreno (Webpage, Membership, Planning of GA), Joeri Kok (Student representative, Social media)
e. **Webpage:** The society has a webpage, see [www.swebiomech.se](http://www.swebiomech.se) or [www.swebiomech.org](http://www.swebiomech.org). All members are encouraged to contribute to the development of the webpage, by sending information to Rodrigo.

f. **Biomechanics courses in Sweden.** A list of biomechanics courses in Sweden has been started under Education on the webpage. All members are encouraged to send additions to the list to Rodrigo.

g. **Summer school.** A biomechanics summer school for PhD students is discussed in the council. The format and content still need more work.

h. **Communication with founding agencies.** The council has followed up on the letter sent to VR last year. The letter did not have the intended effect and the response from VR was very general and non-committing. The council need to pick up the issue again the coming year.

i. **Affiliation to other societies.** SSB is now officially affiliated with the European Society of Biomechanics (ESB). An application to be affiliated with the International Society of Biomechanics (ISB) will be submitted shortly.

j. **Arranging the annual meeting.** The annual meeting has been arranged in cooperation with BioMEX at KTH.


5. **Request to update the statutes and by-laws.**

Hanna presents the updated statutes and new by-laws, see appendix 3 and 4. The new formulations are needed due to requirements by Skatteverket and in order to open a bank account. In addition, they also provide for the needs a future and more mature society can have.

   a. **Statutes:** The GA had a short discussion about the updated statutes and then approve them by acclamation.

   b. **Bylaws:** A questions about ethical aspects and a need for a code of ethics is raised by the GA. The council is given the task to investigate the question and, if necessary, propose changes to the bylaws at the GA next year. The new by-laws are approved by acclamation.

6. **Membership fee**

The GA decided to maintain free membership for all members next year.
7. Election of council

The nominating committee suggests the persons for the coming two year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Personal no.</th>
</tr>
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<tbody>
<tr>
<td>Hanna Isaksson (chairman)</td>
<td>790412-2129</td>
</tr>
<tr>
<td>Cecilia Persson</td>
<td>801224-7501</td>
</tr>
<tr>
<td>Toni Arndt</td>
<td>680413-2337</td>
</tr>
<tr>
<td>Jonas Stålhand</td>
<td>720816-8935</td>
</tr>
<tr>
<td>Josefine E Nalli</td>
<td>851026-0162</td>
</tr>
<tr>
<td>Lanie Gutierrez Farewik</td>
<td>730611-5424</td>
</tr>
<tr>
<td>Joeri Kok</td>
<td>920923-3635</td>
</tr>
<tr>
<td>Laszlo Fuchs</td>
<td>490519-2573</td>
</tr>
<tr>
<td>Rodrigo Moreno</td>
<td>730219-7954</td>
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</tbody>
</table>

The persons above are elected by the GA.

8. Election of other posts

Not applicable. Both the accountant and the nominating committee was elected for two years by the GA last year.

9. Societies main aim and initial activities

No new suggestions were brought up. Hanna encourages all members to send in suggestions to the council.

10. ISB 2021 in Stockholm

Toni Arndt presented the status for the ISB 2021 organization. The meeting will be held at Stockholm Waterfront Congress Centre and the congress is expected to have 800-1000 delegates. All interested in contributing to the organization are encouraged to contact Toni.

11. Next meeting

The next general assembly will be around the same time next year. Date and place will be announced by the council.
12. Other businesses

**Logo:** All contributions to the 'back-of-the-napkin' contest are on display in the meeting room. The members are encouraged to look at them and vote for their favourite before going home. The council will then collect the favourites and continue the process.

Hanna informs about the National Biomechanics Day. Initiative started in the US. Seeks to increase the awareness of biomechanics for high school students and teachers. This year it is on 10 April, see the homepage [www.nationalbiomechanicsday.asbweb.org](http://www.nationalbiomechanicsday.asbweb.org).

13. End of meeting

Hanna declares the meeting closed.

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Lund, 24 March 2019

Hanna Isaksson, Chairman

Linköping, 24 March 2019

Jonas Stålhand, Secretary
Appendix 1: Agenda for the SSB General Assembly 2019

1. Opening of meeting and approval of agenda
2. Present members at meeting – send around list
3. Choosing person to adjust the protocol
4. Report from the Council of previous year’s work
5. Request to update the statues and bylaws.
   a. See the current draft here: statutes
   b. See the current draft here: By-laws
6. Membership fee. Suggestion: keep the free membership
7. Election of council. Suggestion from the nominating committee sent out
8. Election of other posts:
   a. Accountant
   b. Nominating committee
9. Societies main aim and initial activities
10. ISB 2021 in Stockholm
11. Next meeting. Suggestions for place, form and time of the year
12. Other businesses
13. End of meeting
### Appendix 2: Members present at the general assembly

<table>
<thead>
<tr>
<th>Name</th>
<th>Name</th>
<th>Name</th>
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<tbody>
<tr>
<td>Alexander Fuchs</td>
<td>Johanna Liljedahl</td>
<td>Nazanin Emami</td>
</tr>
<tr>
<td>Anders Dahlkild</td>
<td>Johanna Rosén</td>
<td>Niclas Berg</td>
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<tr>
<td>Anna Gustafsson</td>
<td>Jonas Stålhand</td>
<td>Nina Sundström</td>
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<tr>
<td>Caroline Öhman Mägi</td>
<td>Jonatan Jungmaln</td>
<td>Olga Tarassova</td>
</tr>
<tr>
<td>Cecilia Persson</td>
<td>Jöns Hilborn</td>
<td>Pahansen de Alwis</td>
</tr>
<tr>
<td>Charlotte Häger</td>
<td>Josefine Eriksson Nalli</td>
<td>Patrik Almström</td>
</tr>
<tr>
<td>Christian Gasser</td>
<td>Joy Roy</td>
<td>Pooya Sahandifar</td>
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<tr>
<td>Christopher Miller</td>
<td>Julien Lemetayer</td>
<td>Qiantailang Yuan</td>
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<tr>
<td>Elin Törnquist</td>
<td>Lanie Gutierrez Farewiek</td>
<td>Rodrigo Moreno</td>
</tr>
<tr>
<td>Fabian Sinzinger</td>
<td>Laszlo Fuchs</td>
<td>Shiyang Meng</td>
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<tr>
<td>Federico Rorro</td>
<td>Lina Lundgren</td>
<td>Stefan Josef Lindinger</td>
</tr>
<tr>
<td>Francesco Fiusco</td>
<td>Lisa Prahl Wittberg</td>
<td>Svein Kleiven</td>
</tr>
<tr>
<td>Hanna Isaksson</td>
<td>Lukas Schickhofer</td>
<td>Teng Wang</td>
</tr>
<tr>
<td>Hannicka Sahlstedt</td>
<td>Madelen Fahlstedt</td>
<td>Thomas Gustafsson</td>
</tr>
<tr>
<td>Hedyeh Jafari</td>
<td>Magdalena Karczewska-Lindinger</td>
<td>Thomas Notermans</td>
</tr>
<tr>
<td>Isabella Silva Barreto</td>
<td>Magnus Dustler</td>
<td>Tomas Bäcklund</td>
</tr>
<tr>
<td>James Parker</td>
<td>Maria Jönsson</td>
<td>Toni Arndt</td>
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<tr>
<td>Jan-Lucas Gade</td>
<td>Maria Pierantoni</td>
<td>Wim Grooten</td>
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<tr>
<td>Jelle Derbaix</td>
<td>Marko Bogdanovic</td>
<td>Xiaogai Li</td>
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<tr>
<td>Joakim Holmberg</td>
<td>Martin Eriksson Crommert</td>
<td>Zhou Zhou</td>
</tr>
<tr>
<td>Joeri Kok</td>
<td>Michael McMullan</td>
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<tr>
<td>Johan Hoffman</td>
<td>Moritz Lindquist Liljeqvist</td>
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Appendix 3: Statutes of the Swedish Society of Biomechanics (SSB)

Adapted at March 21st, 2019

§1 Name and residence

The “Swedish Society of Biomechanics”, acronym SSB, is a non-political, non-profit association. The society is registered with seat in Lund, Sweden. The activities shall be in accordance with the Civil Laws of Sweden.

The name in Swedish is “Svenska Sällskapet för Biomekanik”, acronym SSB, and the official language is English.

The society is established for an unlimited period of time.

§2 Aims

The Society has the following aims:

i. To encourage progress in the field of Biomechanics in all aspects, including basic and applied research and education;
ii. To promote the propagation of scientific information in the field of Biomechanics;
iii. To promote the interaction between different disciplines of the field of Biomechanics as well as between basic and applied research;
iv. To cooperate with other scientific organizations, governmental and private bodies, both national and international that pursue similar activities;
v. To develop structured activities on issues involving Biomechanics.

To reach these goals, the following activities are promoted:

i. The organization of an annual meeting at which members of the Society are encouraged to present their educational, research and development work;
ii. The organization and management of advanced courses on special themes suggested by the members;
iii. Promoting young biomechanics-oriented scientists active in Sweden;
iv. Using “ad hoc commissions” to address identified issues in areas of Biomechanics;
v. Provide information to members about Biomechanics research in Sweden and internationally.

The Society will strive to be affiliated with other national and international societies in relevant fields to create benefit for its members.

§3 Membership

Membership of the Society is open to;

i. All individuals involved or interested in the area of Biomechanics, mainly in Sweden;
ii. Above citizens living abroad and involved or interested in the area of Biomechanics;
iii. Academic, public or private institutions active in Biomechanics research or testing in Sweden.

Membership starts by registering for membership and payment of the first membership fee.

Resignation from the Society is possible immediately by informing the council.

Members can be excluded from the Society if:

i. They fail to pay the membership fee after repeated reminders;
ii. They act deliberately, openly and repeatedly against the aims of the Society, or are acting to inflict damage or to discredit the Society. After having sent at least one warning by registered mail to the non-compliant member, the Council can decide on exclusion.

§4 Financing of the Society

The financing of the goals of the Society is to be provided through:

i. Membership fees, the amount of which will be suggested by the Council to the General Assembly;
ii. Through profits from meetings and events;
iii. Through donations or an industry sponsorship program;
iv. Through contributions from public corporations;
v. Through revenue from the Society’s assets.

Only the Society’s assets are liable.

§5 Organization

The rules of Swedish Civil Laws apply for the organization of this Society.

The Society’s business is conducted through:

i. The Members’ General Assembly;
ii. The Council;
iii. The Auditors.
iv. The Annual Meeting and Annual General Assembly rotates between Swedish cities. The location and date are decided by the Council. Whenever possible, the General Assembly must take place during the Annual Meeting. Notification of Annual Meeting and Annual General Assembly, together with the Agenda, as set by the Council, shall be sent to each member not less than thirty days prior to the date of the meeting.

An extraordinary General Assembly can be called at any time with a 2 month notice:

i. By the Council;
ii. By any Society Member(s) having collected the signature of at least one tenth of the Society Members for that purpose.

Under exceptional circumstances, the Council can ask the Society Members to vote on a topic electronically, provided that sufficient information, including pros and cons are presented to each member at least 2 weeks before the voting deadline.

§6 Elected officers

The Council consists of at least five members elected by the members at the General Assembly for a term of two years. Repeated terms of duty are possible. The General Assembly shall elect a President. The council should appoint a Treasurer and Secretary among the elected council members. The council should include one doctoral student representative.

The Council alone distributes and assigns the duties and functions of its own members. The Council designates the members with power of attorney for the Society and the extent of their representation. The president and the treasurer are signatories for the society. The Council is responsible for all tasks of the Society unless otherwise stated by law or bylaws.

An auditor is elected by the members at the General Assembly for a two year term of duty. The auditor is responsible for auditing the annual financial report, and presenting a written report and a formal recommendation at the General Assembly.

A nomination committee, appointed by the general assembly, of at least two persons should propose five council members, whereof one president, at minimum 2 weeks before the general meeting.

§7 Bylaws

Bylaws governing the administration of the society shall be drawn up by the council and submitted to the members for ratification.

§8 Changes to Statutes and Bylaws

Changes to the statutes and bylaws can only be made at a General Assembly Meeting of the Society. A resolution to change the Statutes and Bylaws must be proposed to by the Council or by ten percent of the total members or at least ten members, whichever is greater. The resolution is passed if it gains the vote of at least two third of members present at the General Meeting. If a quorum is not obtained, a properly constituted General Meeting can be specially convened by the President, at the earliest, one day later. A resolution to change the Statutes and Bylaws may then be passed by a vote with a normal majority sufficient to pass any resolution.

§9 Decision-making and quorum

The society's governing bodies are the general assembly and the council.
General assembly. Each member in good standing shall have one vote on each matter submitted to a vote of the members. Ten percent of the membership or at least ten members present at the meeting, whichever is more, shall constitute a quorum. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting from time to time without further notice. Decisions are made openly by acclamation unless a voting member in good standing requests closed voting. With exceptions of §8, decisions are made by the majority.

Council. Decisions are made openly by acclamation unless one council member requests closed voting. Decisions are made by the majority when at least half of the council members are present.

§10 Dissolution

The Society may be dissolved by the action of ten percent of the total members or at least ten members, whichever is the greater. The resolution to dissolve the Society is passed if it gains, in a mail ballot, the vote of at least two thirds of members in good standing. If a quorum is not obtained, a properly constituted General Meeting can be specially convened by the President, this second meeting being, at the earliest, one month later. A resolution to change the Statutes, i.e. to dissolve the Society, may then be passed by a vote with a normal majority sufficient to pass any resolution.

In the case of the dissolution of the Society, any remaining assets will be donated to an institution with similar objectives, as decided by the Council.

§11 Notifications of Changes

The President shall notify any changes in the Statutes and Bylaws; the names of elected officers of the Society; change in address of the registered office; dissolution of the Society to

Lunds kommun, Sweden. The present statutes come into effect on March 21st, 2019
Appendix 4: By-laws of the Swedish Society of Biomechanics (SSB)

§1 Membership

1.1. **Ordinary members:** Ordinary members are persons, irrespective of nationality, who has an interest in the field of Biomechanics, are mainly carrying out their activities in Sweden, and have registered and been accepted to membership by the council. The ordinary members are entitled to vote and to be elected to the Council.

1.2. **Student members:** Student membership can be given to any graduate student in the field of biomechanics. Student members are entitled to a reduced membership fee, and to have a reduced registration fee for the Society meetings. The student members are allowed vote, but only to be elected to Council as the student representative.

1.3. **Honorary members:** Honorary membership can be given to any person who has given the Society particular services or who has made a significant contribution to the objectives of the society in the field of Biomechanics. Honorary members are proposed by the council and approved by the members during the General Assembly. The honorary members are entitled to vote and to be elected to the Council.

1.4. **Senior members:** An ordinary member who has retired from active professional life may also have the privileges of a Senior member. Senior members are entitled to vote and to be elected to the Council.

1.5. **Corporate membership:** Any institution or organization whose activities are in the field of biomechanics can apply for corporate membership. Those accepted as corporate members must nominate a representative. The representatives are entitled to vote, but not to be elected to the Council.

§2 Termination and reinstatement of membership

2.1. **Default:** The Treasurer shall notify the Council of any member who fails to pay his or her yearly membership fee after two reminders with one calendar month between. The Council will consider the status of each member who fails to pay his or her dues, and will normally revoke the membership of those members who fail to pay without good cause.

2.2. **Resignation:** Any member can present his or her resignation by informing the responsible person in the council.

2.3. **Reinstatement:** The Council can reinstate a former member based on a new request by a present member or a new application by the member wishing to be reinstated under the conditions it deems appropriate.

§3 Meetings
3.1. General assembly and extraordinary general meeting rules: Meetings will be chaired by the President or by some other person designated by the Council, with a secretary appointed by the Chairman. Any member with the right to vote can attend the meetings and can represent not more than two additional members, provided that each represented member has given a proxy in writing which is to be notified to the Chairman at the start of the meeting. In order for a meeting to be valid, it is necessary for at least ten percent of the members or at least ten members, whichever is greater, to be present or represented by proxy. If a quorum is not obtained at a first meeting, a second can be called by the President, at the earliest, one day later. The second meeting does not require a quorum of members. Decisions passed at meetings are binding for all members. In the event of equal numbers of votes the voting will be repeated. If the second vote again results in a tie, the Chairman shall have the casting vote. The official language of the meetings will be English.

3.2. Minutes of the Meetings: Minutes from the meetings must be drawn up and be signed by the Chairman and the Secretary and communicated to all members. The official language of the minutes will be English.

§4 Council

4.1. Membership: Every member of the Council must be a citizen of or a current resident in Sweden. The Past President of the Council shall preferably be an ex-officio member of the Council for the term of Council immediately following his or her Presidency. At least five members shall be elected to serve on the Council by the General Assembly. The term of office of each elected member of Council will be two years. Repeated terms are allowed. Elections to the Council shall strive to occur so that normally not all elected members retire at the same time. Elections to Council will normally be held once every two years.

4.2. Officers: The President of the Society shall be Chairman of the Council. The Council shall among themselves elect a Vice-President, a Secretary and a Treasurer. All elections shall be carried out by means of a vote amongst Council members and a simple majority is sufficient for election. If there is a tie, the vote will be repeated. If there continues to be a tie, the Council member who is acting as Chairman of the meeting at the time of the vote, shall have a casting vote.

4.3. Vacancy: Any vacancy in any office of the Council due to unexpected termination can be filled by the Council with candidates from the Council for the period to the next election.

4.4. Committees: Council may create, from time to time, and for a specified or unlimited period committees that are used to run the Society's affairs to the best advantages of the members. Normally, there will be at least one member of Council on each Committee and he or she will be responsible for reporting the activities of the Committee to the Council.

§5 President

The President in general supervises all the business and affairs of the Society. He/She presides over all Council and is legally authorized to sign any document that the Council has
approved, even on general lines and to generally attend to all the tasks entrusted to the Office of President. Should the President be absent or be prevented from attending to the foregoing, the Vice President will perform the duties of President. The Vice President must carry out all the duties given to him or her from time to time by the President, the Council, or by the members at the General Assembly. The signature on documents of the Vice President is indicative that the President is absent or has been prevented from being in attendance.

§6 Treasurer

The Treasurer is in charge of the funds of the Society, receives monies, issue receipts, banks monies in the Societies account and in general attends to all duties pertinent to the Office of Treasurer.

§7 Secretary

The Secretary keeps the Minutes of the Council and General Assembly and has custody of the documents of the Society, keeps a register of the members, and in general attends to all the duties pertinent to the office of Secretary.

§8 Auditors

The auditor is appointed during the course of General Assembly, hold office for two years. Their task is to check the books and balance sheets and to prepare a statement of the Society’s finances for presentation biennially to the General Assembly of the Society.

§9 Ballot Officer

A Ballot officer is appointed, when needed before or during a General Assembly. He or she must be an ordinary or senior member, not member of Council and not a candidate for the election. He or she must expressly accept the duties and responsibilities towards the Council and the member of the Society.

§10 Membership fees

Members are required to pay annual membership fees according to the different categories of membership. The fees will be established by the General Assembly and shall normally be paid before January 1st of the year in question. The financial year shall run from January 1st to December 31st. Honorary and senior members are exempt from payments of membership fees. New members shall be required to pay membership fees for the current year in full, except when their membership is accepted during the last quarter of the year, in which case it will cover membership for the remainder of the year and the next year.