



The Rules and Constitution of The International Trace Elements and Minerals Association (TEMA), formerly Trace Elements in Man and Animals

Approved by the TEMA Parent Committee
10th March 2025

1. The name of the non-profit organisation is the International Trace Elements and Minerals Association (TEMA). It is referred to as “the Society” or “TEMA” in this Constitution.

The Society emblem

2. The Society emblem is shown on the page header and in Annex 1 to these Rules.

Objectives of the Society:

3. The objective of the Society is the advancement of science and intellectual enrichment of the next generation of scientists [Charitable Purpose (g)], and specifically:
 - To share scientific knowledge through the Society’s activities, principally international symposia attended by about 300-500 delegates from different countries, with plenary presentations from acknowledged World experts in trace element and mineral research and session speakers who wish to disseminate their research findings. This includes postgraduate students and junior researchers. The symposia are usually triennial, hosted alternately at different venues in America, Europe or Asia and organised by a Local Organising Committee in consultation with the Society’s Parent Committee and(or) executive officers.
 - To stimulate scientific exploration and debate concerning the role, mechanism, and application of trace elements and minerals over a broad range of disciplines including molecular biology, biochemistry, physiology, nutrition and food security, human and veterinary medicine, One Health, microbiology, immunology, toxicology, chemistry, agriculture, ecology, environmental and natural resource sustainability, climate science, and economic development.
 - To help educate, train and promote the next generation of scientists and professionals interested in trace elements and minerals.



- To engage and educate the public, industry, and policy-makers with scientific progress in the field.
- To promote translational research and technological innovation of trace elements and minerals and field applications of new knowledge and technology.
- To disseminate research findings by publishing the proceedings of each symposium as abstracts and/or full articles and making new knowledge available to the public.
- To create a forum in which international researchers can meet and form research collaborations and networks of collaborators whose complementary skills and expertise can forge new lines of research and generate new discoveries.
- To give awards and travel grants to full members and student and junior members for professional recognition and supporting their career development.
- To maintain the Society website that disseminates its activities and meeting minutes, and provides information to the public about the purpose and management of TEMA.

TEMA was founded in 1969 at the Rowett Research Institute in Aberdeen, UK and as of December 2024, successful triennial symposia have been held in Aberdeen, UK (1969); Wisconsin, USA (1972); Munich, Germany (1977); Perth, Australia (1981); Aberdeen, UK (1984); Asilomar, USA (1987); Dubrovnik, Croatia (1990); Dresden, Germany (1993); Banff, Canada (1996); Evian, France (1999); Berkeley, USA (2002); Coleraine, UK (2005); Pucon, Chile (2008); Enshi, China (2011); Orlando, USA (2014); St. Petersburg, Russia (2017); Aachen, Germany (2022), and Bangalore, India (2024). TEMA is now the most established international Trace Element Society in the World and has recently expanded its remit to include research on macro-minerals of nutritional significance. The symposia cover diverse topics related to humans and animals but include model systems (e.g. micro-organisms) and trace/major minerals in edible plants and products, soil, and ocean.

TEMA is an impartial scientific organisation which does not promote any commercial product or viewpoint. Professional cooperation and sponsorship is permitted so long as there is no personal or promotional benefit or conflict of interest from such associations.

The Society membership

4. TEMA conferences are nominally organised triennially, but circumstances may require modification of the conference interval. For this reason. The word “term” is used below to refer to the period between conferences, which is normally 3 years.



Membership is open to those who have an interest, education and/or practical qualifications in the role of essential or non-essential trace elements or minerals in biological and related systems.

From 2025 membership will be free until the end of the first term, nominally in 2027, when a charge of US\$100 for full membership will be introduced as advance payment for the next term. Membership must then be renewed to remain a member. Students will be offered discounted membership at US\$50 for 3 years. Membership will bring benefits of a) discounted registration fees at a future conference, b) access to competitive travel grants to attend a TEMA conference, and c) eligibility of nominating and accepting society awards. A separate Industry category of membership will be charged at US\$1,000 per term and will give access for a company to present their products at a conference. Finally, there will be a Fellow category for members elected by the Parent Committee as acknowledged leaders in their field, and registration fees at conferences will be waived for these experts. The membership fees charged will be reviewed by the Parent Committee and the executive office every 3 years.

5. To become a member, an applicant must complete and submit an application form including a short summary of their qualifications, experience and interest in trace element or mineral biology. Applicants will be reviewed by nominated members of the Parent Committee.
6. Members will be allowed to vote in Society General Meetings and play a role in Society activities including being co-opted to serve on the Parent Committee or other Society committees.
7. Each membership applicant must agree that they have been given and have read a copy of this Constitution, that they support the objects of the Society and that they agree to be bound by the Rules immediately upon admission to membership.
8. The signatories to these Rules are the first members of the Society.

Officer-Bearers and their Duties

9. The Society has the following Officer-Bearers, who are elected by the membership:

The President Elect – Society member elected by the Parent Committee to replace the current President after one term serving as President Elect.

The President – After completing one term as President Elect, the Society member becomes President for one term. The President chairs all General Meetings and all



Parent Committee meetings and is responsible for directing the Society activities.

The Past President – After completing one term as President, the Society member becomes Past President for one term and then retires from the Committee. The Past President will fulfil the role of Acting-President in the absence of the President at Committee meetings.

The Secretary is responsible for the keeping of all books and records of the Society, including the Members' Register (containing the name and address of every member and such other contact details as the member supplies) and the taking of minutes of all General Meetings and Parent Committee Meetings. The Secretary will supervise development, maintenance and updating of the website and any social media accounts.

The Treasurer ensures that the financial affairs of the Society are kept in good order and that annual accounts and a financial report are submitted to the Parent Committee for them to be presented to the members at the General Meetings.

The roles of Secretary and Treasurer may be held by one elected person. The length of service of Secretary and Treasurer is to be agreed by the Committee and can be extended or terminated with one term's notice.

An Early Career Stage Representative – Elected at each symposium from nominated delegates aged under 30 to serve for one term and represent the views of young TEMA Society members.

The Parent Committee

10. The day-to-day running of the Society is under the supervision of the Parent Committee which consists of:

- The six Officers of the Society
- No more than 5 other members of the Society, co-opted by the Parent Committee at any time for a period of no more than two terms. Under exceptional circumstances, this period may be extended to ensure that no more than half of the Committee membership is changed at any one time.
- Usually, the chair and organiser of a TEMA conference will be co-opted to the Committee at the symposium in order that the Committee can oversee and advise on the conference organisation.



11. A quorum for Parent Committee meetings is 4.
12. Minutes of Parent Committee meetings must be taken and made available to all Society members and the public.
13. The Parent Committee has the following powers and responsibilities:

Supervision and direction of the day-to-day running and budget management of the Society.

Preparation and presentation to the General Meeting of a report on the Society and its activities at each triennial conference.

Appointment of sub-committees, whose membership must include at least one member of the Parent Committee, to which it may delegate powers and duties on such terms as the Parent Committee thinks fit.

Evaluate proposals to host TEMA conferences. This is usually accomplished at the antepenultimate symposium by competitive submission of proposals from the membership, and interview.

Oversee conference and symposia organisation, including the allocation of plenary lectures and the Underwood lecture, in commemoration of Dr. Eric Underwood.

Consult as required with members of the Board of Trustees for advice on the management of the TEMA Parent Committee duties and responsibilities.

14. The Parent Committee may appoint a member to fill any temporary vacancy on the Parent Committee until the next General Meeting.
15. Any member appointed as in 14 above must retire at the subsequent General Meeting unless they are elected as a full member of the Parent Committee at that meeting.
16. Parent Committee members are only eligible for re-election for further terms as officers, or members of the Parent Committee for a maximum of 2 terms.
17. The Parent Committee may form three special sub-committees with 3-5 members each under the leadership of each president:
 - Membership committee led by the President-elect
 - Scientific committee led by the President



- Outreach and Engagement committee led by the Past President

Board of Trustees/Directors

18. There are five permanent Trustees/Directors of the Society, who are elected by the General Meeting when positions become available. If the current President, Secretary and Treasurer are not already members of the Board, then they will join Board meetings for as long as they hold these positions.
19. A General Meeting may remove or appoint Trustees at any time.
20. A Trustee holds office until death, resignation or removal by majority vote at a General Meeting.

Management of Society funds

21. The Society financial year runs from 1st April to 31st March. An income and expenditure account must be presented by the Treasurer to the Parent Committee at each meeting, which is normally scheduled during each triennial conference.
22. Two Society members, who are not Parent Committee members, will be nominated by the Parent Committee as Auditors for each term and will audit the annual accounts.
23. Charitable donations to the Society can only be accepted if they are free of conditions and if there are no conflicts of interest.
24. The treasurer will be responsible for managing funds within the Society bank accounts and for making payments from these accounts for Society activities. Payments of up to £30,000 may be made by the two bank account signatories, but payments over £1,000 must be reported to the Society President at the time of payment.
25. All investment of Society funds over £2,500 in value requires approval by the Parent Committee and Board of Trustees/Directors for the benefit of the Society. Investment of £2,500 or below will be managed by the Treasurer with written approval from the President. The Treasurer may move funds between existing Society bank accounts without Board approval. There will be 2 signatories for cheque payments from the accounts, but the treasurer alone may make electronic payments with written and signed consent from the co-signatory.
26. All interest and income generated from the Society funds will remain within the Society bank accounts or approved investments for the benefit of the Society.



27. At the end of his or her term, or on resignation, the Treasurer will coordinate with the Treasurer-Elect to ensure a smooth transition of funding management. The Society bank accounts are based in the UK and as far as possible, movement of funds across currency borders should be avoided.

General Meetings of Members

28. General Meeting (GM): At an appropriate time and venue, the President will address all members attending each TEMA conference (usually held every 3 years). The presentation will include:
- (i) A summary of the Parent Committee's activities since the previous conference.
 - (ii) Requests for Parent Committee members, as required.
 - (iii) A request for two auditors to check the TEMA bank account statements.
 - (iv) Requests for proposals to host future TEMA conferences.
 - (v) Any other business of importance to the membership (e.g. membership fees).
29. Special General Meeting (SGM): At any time, the Parent Committee or any 2 members may, by a joint written notice, request the Secretary to call a meeting of members and the Secretary must then call a Special General Meeting, chaired by the President, with no less than 21 days' written notice to all members stating the date, time and place of the meeting, and the business to be conducted. SGMs may be held online and minutes will be circulated to all the membership after the meeting.
30. The quorum for the GMs and SGMs is 10% of the membership.

Notices

31. Any notice required or allowed to be given to any member under these Rules is validly given if: (i) sent by email to that member's address in the Member's Register or (ii) given to him/her personally.
32. Any notice required or allowed to be given by any member to the Secretary under these Rules is validly given if sent by mail or email to the Secretary at the postal address or email most recently notified to members by the Secretary. It is deemed given when actually received at that address or email.

Resolutions and voting

33. Resolutions and other decisions at all GMs, SGMs, Parent Committee or any sub-committee meetings are passed if voted by a majority of those members present.
34. Voting may at the discretion of the Chair be undertaken by show of hands, by a



ballot or by show of hands followed by a ballot.

35. Proxies are not allowed.

Employment and Other Contracts

36. The Society may engage employees on such terms as the Parent Committee decides.

37. All contracts of employment will be made by the Board of Trustees/Directors and will state that the Trustees/Directors are the employers on behalf of the Society for the time being.

38. The Secretary may enter into contracts as an agent for the members provided that no such contract involves property or money beyond the value of £1000.

39. All other contracts between the Society and any other person are made by the Trustees/Directors as agents for the members unless the Parent Committee instead authorises any one or more of the Officers or other members of the Parent Committee to enter into a contract as agent for the members.

Indemnities and limitation of liability

40. Full indemnity out of the Society funds is given to:

- i) Trustees/Directors against all payments and other liabilities properly incurred by them as Trustees/Directors.
- ii) Officers and other members of the Parent Committee against all payments and other liabilities properly incurred by them in the exercise of their duties or powers for the Society.
- iii) Every Trustee, Officer, or other member entering into any contract on behalf of the members against all payments and other liabilities incurred by them in connection with that contract.

41. The liability of Trustees/Directors, Officers or other members entering into any contract for the Society and the liability of any members on whose behalf the contract is made is limited to the assets of the Society.

42. The limit of each member's indemnity given to Trustees/Directors, Officers or other members in any calendar year in relation to any contracts entered into by them for the Society is a sum equal to one year's membership subscription.

Legal Proceedings

43. No Trustees, Officers or members shall be bound to bring or defend any actual or



prospective claim or proceedings or incur any actual or prospective liability for legal costs (including to any legal costs that may be payable to another party) unless they are first satisfied that they shall be sufficiently indemnified or otherwise protected against having to pay such costs and any other judgment against them (except as to the extent of one year's membership subscription) in one or more of the following ways: (i) indemnity out of the Society's assets (ii) personal indemnities from some or all of the members (iii) legal expenses insurance.

Borrowing and charges

44. The Parent Committee may borrow money if authorised by a resolution of the members in GM/SGM and on the terms authorised in that resolution.
45. The Trustees/Directors shall make such dispositions of Society property and enter into such agreements as the Parent Committee directs for the giving of security for such borrowing.
46. All members whether or not voting on such a resolution, and all members joining the Society after the passing of such resolution are to be taken to have assented to the resolution as if they had voted in favour.

Amendment of the Rules

47. These Rules may be amended with the full written agreement of all Parent Committee Members.

Dissolution

48. The Society may be dissolved by a resolution passed by strictly more than 50% of the members present when the vote is taken but only if there are at least 50% of all members voting in favour of the resolution.
49. The resolution takes effect immediately unless it expressly states that it is to take effect on a specified date not more than 4 weeks later.
50. As soon as the resolution takes effect, the Parent Committee must pay or otherwise settle all debts and other liabilities of the Society and divide any remaining Society funds among the members equally.

Headings

51. The headings to these Rules are for ease of reference only and are not to be taken into account in their interpretation.



Adopted this tenth day of March, 2025

Xingenfei.....Professor Xingen Lei, President

John H. Beattie..... Professor John H. Beattie, Secretary and Treasurer

Robert J. Cousins..... Professor Robert J. Cousins, Member

Lothar Rink.....Professor Lothar Rink, Member

Manju Reddy.....Professor Manju Reddy, Member

Miguel Arredondo.....Professor Miguel Arredondo, Member

Anatoly Skalny.....Professor Anatoly Skalny, Member



Annex 1

The Society emblem (logo) is:

