

**NSSA Executive Committee
Conference Call Minutes, 4/10/12**

Chris Leighton (Secretary), 4/10/2012

Present: Julie Borchers (JB)
Chris Leighton (CL)
Bruce Gaulin (BG)
John Tranquada (JT)
Norm Wagner (NW)

Absent: Tonya Kuhl (TK)
Flora Meilleur (FM)
Thomas Proffen (TP)
Jaime Fernandez-Baca (JFB)

Agenda:

1. Approval of minutes from 3/13/2012 (All).
2. Set date for next conf. call (BG/CL).
3. ACNS 2012 progress (JB).
4. Certificates/plaques/trophy for ACNS (JFB).
5. Prizes: Emails of thanks to nominators (BG/TP/CL)
6. NSSA insurance update (NW).
7. ICNS 2013 booth/co-sponsorship (TP).
8. AOB.

Discussion Minutes (by agenda item number):

1. Approval of minutes

After the committee examined the minutes CL moved to accept them, seconded by JB. All in favor; minutes from 3/13/2012 approved.

2. Date for next conference call

The committee agreed to Wednesday May 9th at 12:00 noon (central). CL will send an email reminder on Monday May 7th.

3. ACNS 2012 progress

JB provided a brief progress report, including current numbers on abstract submissions and expected attendance, which compare favorably with recent conferences. Best estimates at this stage are for > 400 attendees. The after-dinner program for the banquet is now approaching a finalized stage. Comments from founders of the NSSA

(including Sam Werner) will be followed by service award presentations, and a main speaker. Sunhil Sinha has been invited as the main speaker. Means to keep the full registration fees under \$500 are being discussed and it is hoped that this remains possible. JB again encouraged the committee members to spread the word on discounted housing and travel support for students and post-docs. The local organizing committee is in the process of working through requests for such funding, JB reported. The current plans for the plenary session was also reviewed by JB and discussed by the committee. Following negative responses from various DOE staff, and considering the need for balance if such a path was taken (e.g. invites to DOC, NSF, etc.), the ACNS organizers have resolved to instead focus on a more science-based plenary session. At the current time speakers from AONSA, ENSA and OSTP are set up, in addition to Leon Balents and Tim Lodge.

4. Certificates/plaques/trophy for ACNS

JFB reported (via email) that this is under control and that he plans to order all items required for the main prizes, student prizes, and service awards. CL has now started a record of past service awards. BG brought up the issue of service award selection for ACNS 2012 and pledged to circulate an email solicitation for input from the Exec Comm. xxxx were raised as possibilities.

5. Prizes: Emails of thanks to nominators

CL will re-send the list of nominators and BG plans to send the appropriate emails shortly. It was discussed that a future email will elaborate on the plan to eliminate rollover nominations.

6. NSSA insurance update

NW reported that the insurance companies he contacted for this purpose have been sluggish in response. He is considering contacting other companies to seek quotations.

7. ICNS 2013 exhibit

Due to TP's absence this discussion was deferred until the next call.

8. AOB

CL agreed to contact TP regarding posting to the NSSA website the NSSA letter in response to the NSF instrumentation solicitation.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	JB	ACNS 2012 progress	4/13	3
2	JFB	Progress on certificates / plaques / trophy for ACNS	4/13	4
3	BG	Suggestions for service awards	4/13	5
4	BG/CL	Prizes: Emails of thanks to nominators	2/12	6
5	BG	Follow up with facilities with respect to them adding a NSSA checkbox to their proposal submission forms. The checkbox would trigger information about NSSA being sent to the proposer.	9/09	-
6	JT	Addressing the issue of signing authority for the NSSA checking and savings accounts.	1/11	-
7	NW	NSSA insurance	12/11	7
8	TP	ICNS 2013 Booth/Co-sponsorship	3/13	8