

**NSSA Executive Committee**  
**Minutes of the conference phone call 4:00pm EST, 06/16/08**  
**(action items in red)**

**Present on the conference call:**

Roger Pynn (RP)  
Brent Fultz (BF)  
Suzanne te Velthuis (StV)  
Greg Smith (GS)  
John Root (JR)  
Shenda Baker (SB)  
Angus Wilkinson (AW)

**Missing:**

Simon Billinge (SJB)

**Agenda**

- 1) **Approval of minutes of 04/14/2008 teleconference call and 5/11/2008 meeting.**
- 2) **Review of action items from last minutes**
- 3) **ACNS2010**
  - a) **Location**
  - b) **MRS involvement**
- 4) **NSSA endorsement**
  - a) **Glyde report**
  - b) **Education report**
- 5) **Childcare grants for ACNS meetings**
- 6) **ICNS09**
  - a) **Program committee**
  - b) **Fund raising**
- 7) **NSSA officer elections**
  - a) **Constitutional changes**
  - b) **Job descriptions**
  - c) **Selection Committee**
- 8) **AOB**
- 9) **Set date for next call**

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**Discussions**

- 1) **Approval of minutes of 04/14/2008 teleconference call and 5/11/2008 meeting.**  
The minutes of the 04/14/2008 teleconference call and 5/11/2008 meeting are approved.

- 2) **Review of action items from last minutes**

04/14/2008 teleconference call minutes

- 2a) Previous item 2b (Nomination package resubmission): **StV will remind those from whom she still needs to receive the information.**

All other action items are completed

5/11/2008 meeting minutes

2b) (NSSA charity status) AW has contacted our lawyer and is waiting for a response.

### **3) ACNS2010**

#### **a) Location**

Based on the responses we have received from facility directors and DOE program managers there appears to be no problems in having the next ACNS (2010) held in Canada with respect to obtaining funding and allowing staff and post-docs from facilities attend the meeting.

#### **b) MRS involvement**

AW liked having MRS handle ACNS2008 as it relieves pressure on the treasurer and a professional financial and accounting staff keeps track of the finances. The cost of having MRS involved compared to CONFERON, which was used previously, will not be known until the final accounting is done.

NSSA and the ACNS received good publicity through the daily meeting scene emails that went out to the MRS membership.

We strongly suggest CNRC to consider using MRS (contact is Pat Hastings) again for ACNS2008

AW suggests having a surplus/loss sharing agreement with MRS next time.

The ExecCom requests that CNRC/CINS (JR) submit a proposal for organizing and hosting ACNS2010 in Canada.

JR will contact Pat Hastings (MRS) to see how to divide the work.

RP will send LANL's proposal for ACNS08 to JR as a template.

### **4) NSSA endorsement**

#### **a) Glyde report**

RP will send H. Glyde an email saying that the NSSA is uncomfortable with the recommendations regarding travel funding for users and that if they want NSSA to endorse the report, they should be less explicit.

#### **b) Education report**

The ExecCom will look at this report and email any concerns in a weeks time. If issues arise that cannot be resolve via email, we will discuss at a next meeting. Otherwise we will endorse.

### **5) Childcare grants for ACNS meetings**

To ensure continuity of the childcare grant program for ACNS meetings in the future SB suggests having the program outlined in a permanent part of our website, just like the travel awards.

StV will contact Jim Rhyne about making these changes.

In the future we will discuss what we want to do for the ICNS.

### **6) ICNS09**

AW asks if any ICNS surplus will go to NSSA, as does from the ACNS.

GS: ORNL is already talking to MRS about them also assisting with the organization of the ICNS09

**a) Program committee**

RP: Does NSSA need to do anything about the program committee?

In the past the program committee members have been from the organizing country. In this case it would be US and Canada. The next step is to build this committee.

**b) Fund raising**

GS will ask for help and input on the budget when Pat Hastings (MRS) provides the first draft.

GS will keep the ExecCom posted and request input from the ExecCom when needed.

**7) NSSA officer elections**

**a) Constitutional changes**

There is general agreement on points 1-9 proposed in RP's email regarding the election of officers.

Point 10 (formulizing relationship with Canadian neutron scattering community) needs further thought due to wording of constitution.

Point 5&6: StV suggests having the president and membership secretary elected in the same year instead of president and secretary. The secretary and vice-president will then be elected in the same year.

RP will formulate a preamble that will go to the membership explaining the changes.

AW will ask lawyer to get a copy of our constitution as filed with the IRS.

**b) Job descriptions**

not discussed

**c) Selection Committee**

not discussed

**8) AOB**

No other business.

**9) Set date for next call**

Tentatively Wednesday July 16<sup>th</sup> between at 1pm or 2pm EST.

**Respectfully submitted, Suzanne te Velthuis, 06/23/08.**