

NSSA Executive Committee
Minutes of the conference phone call at 1:00pm ET, 9/07/2010

Present on the conference call:

Bruce Gaulin (BG)
Suzanne te Velthuis (StV)
John Tranquada (JT)
Shenda Baker (SB)
Jaime Fernandez-Baca (JFB)
Angus Wilkinson (AW)
Flora Meilleur (FM)

Missing:

Thomas Proffen (TP)
Norm Wagner (NW)
Simon Billinge (SJB)

Agenda

- 1) Approval of minutes of 7/28/2010 teleconference call**
- 2) Set date for next call**
- 3) Election**
- 4) Membership update**
- 5) Publicity documentation**
- 6) ACNS**
- 7) Review of action items**
- 8) Any other business**

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Discussions

Agenda

1) JT moves to approve the minutes, SB seconds. The minutes are approved.

2) Set date for next call.

The next call will be: Tuesday October 5th at 1pm ET.

3) Election

- The call for nominations should be sent out soon.
- As JT is willing to continue as treasurer, the subcommittee (BG, JFB, NW) will research if JT can run unopposed.
- BG will draft a call for nominations then send to StV and JFB for input and for sending to the membership. The deadline will be 2 weeks after the call.
- JT suggests we should limit to 2 candidates per position.
- The subcommittee will meet before the next conference call to discuss the nominations and the list of candidates.

4) Membership update.

JFB has discussed the membership database with TP and how to update membership data. Currently by default the member's email address is the username. If this address changes it would be desirable to change the username, but this is still difficult. TP is working on solving this.

5) Publicity documentation.

Still open item, no progress yet.

6) ACNS

There is no news regarding ACNS2010.

The site for ACNS2012 was discussed during ACNS2010 at the meeting NSSA execom members had with the facility directors. The general consensus was that it would be hosted by NIST because 1) it would coincide with the completion of the new guidehall and upgrade 2) it would be their turn.

StV mentioned that in the past we asked for a small proposal.

BG will ask Dan Neumann (NIST) for such a proposal.

AW asks if MRS are happy with how ACNS2010 went. BG thinks they were.

AW asks if the final check for ICNS was received from MRS. JT confirms.

7) Review of action items from last minutes

Action items were reviewed.

Outstanding actions items are listed below, along with new action items.

#	Person	Action item	Agenda date (yr/mo/dy)	Agenda Item
1	TP	Survey existing websites & make plan for NSSA website.	10/04/05	4
2	BG	Get NSSA boxes from RP.	09/04/09	3
3	BG	Talk to Neutron News about a deal with them to have Neutron News for free for our membership or at a reduced rate.	09/07/13	7e
4	JFB & TP	After ACNS decide on how to proceed with respect to email addresses in the membership database that no longer work.	10/05/18	4
5	TP	Look into ways of doing the voting for the upcoming ExecCom member elections.	10/05/18	7
6	BG, JFB, NW	Solicit nominations and put together a slate of candidates for the upcoming ExecCom member elections. Open positions are: Vice President (4 yrs), Secretary (4 yrs), Treasurer (2 yrs).	10/05/18 09/07/10	7 3
7	ExecCom	Send photo of ourselves for the web-site to TP	10/06/08	4a

8	BG	Finalize wording regarding the new NSSA Student thesis prize.	09/10/06	2c
9	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.	09/09/08	5h
10	JFB	Send Fellow certificates with letter from StV to Fellows that did not attend ACNS	07/26/10	3
11	BG	Send email to Pat Hastings to see what MRS could do regarding preparing material we could use for lobbying or promotion at our booths, and at what cost.	07/26/10	4
12	JFB	Send out call for nominations for NSSA execom member elections	07/26/10	5
13	BG, JFB, NW	Check bylaws to see if current ExecCom member can run unopposed in election if position is up for election	09/07/10	3
14	BG, StV	Draft call for nominations for ExecCom elections	09/07/10	3
15	JFB	Send out call for nominations for ExecCom elections	09/07/10	3
16	BG	Ask Dan Neumann (NIST) for a proposal for NIST hosting ACNS2012	09/07/10	6

8) Any other business

None

Submitted, Suzanne te Velthuis, 10/1/10.