

**NSSA Executive Committee
Conference Call Minutes, 5/6/14**

Chris Leighton (Secretary), 5/18/14

Present: Stephan Rosenkranz (SR)
Chris Leighton (CL)
Chris Wiebe (CW)
Ron Jones (RJ)
Mike Crawford (MC)
Julie Borchers (JB)
Norm Wagner (NW)
Mark Lumsden (ML)

Absent: Tonya Kuhl (TK)

Agenda:

1. Adoption of minutes from 4/10/2014 (CL/All).
2. Date for next conference call (SR/CL/All).
3. LANSCE updates/action items (LANL management, NNSA (Klotz), NM politicians, APS GMAG and DMP) (SR/All).
4. Website expansion, neutron news distribution (ML/RJ/All).
5. ACNS 2014: Progress. After-dinner speakers. LUG/LANSCE plans. Facility director's meeting. AONSA/ENSA meeting. NSSA posters for booth. Other items (JB).
6. NSSA prizes, awards and fellows: ACNS planning (certificates/checks/tax forms/service awards) (SR/All).
7. AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes

The minutes from 4/10/14 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion, **Friday May 30th at 11:00 am (central)** was agreed upon. CL will send an email reminder on 05/05/14, along with a proposed agenda.

3. LANSCE updates and action items





4. Website expansion / neutron news distribution

A lengthy discussion took place regarding the methods by which updates to the membership list take place, and the current arrangement (free subscriptions) for neutron news to NSSA members. With regard to the website expansion, ML reported that he is making changes to the handful of highlights posted to the website, and that he welcomes other highlights. It was agreed that the website expansion item would be removed from future conference call agendas.

5. ACNS 2014

JB provided a brief summary, noting in particular that the program is now posted online, and that the DOE approval for travel had taken place, an important update for attendees from national labs. Most of the discussion concerned the NSSA booth. JB reported that MRS will indeed print extra versions of the award posters for use at the booth. ML will consider other posters available for the booth. In terms of staffing, ML pledged to circulate a sign-up sheet. It was noted that there are some key times when it will be essential to staff the booth with volunteers.

In terms of student travel grants and child-care grants, JB reported that the administration of the child-care grants is in-hand, and that fewer than the expected 100 applied for travel grants, meaning that others should be encouraged to apply. JB also encouraged the Exec. Comm. to attend the lunch-time user group meetings. CL enquired about the situation with the after-dinner speaker and JB replied that Thom Mason was confirmed. It was noted that AONSA and ENSA had not been contacted regarding a meeting with the NSSA at ACNS, and it was suggested that this could be revisited in future years.

6. NSSA prizes, awards and fellows

SR confirmed that all plans are in place. Awards and plaques have been ordered by JFB. Service awards are being handled by ML. JFB has taken care of certificates, and they have been proof-read by SR. All invoices will be forwarded to MC. MC also reported that plans for checks and tax forms are taken care of. JB and MC will coordinate with regard to checks for the best poster awards, which likely go through MRS. Additional

discussions centered on when the various prizes will be conferred, and reimbursement for banquet costs for service award winners.

7. AOB

None raised.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	SR/All	LANSCE updates/action items (NNSA letter, NM politician letter, APS GMAG and DMP letter)	3/14	3
2	ML/RJ	Neutron News distribution	2/14	4
3	JB/SR/All	ACNS 2014: Update, last-minute planning items (incl. NNSA booth posters and staffing)	2/14	5
4	SR/ML/All	Prizes for ACNS: Last minute planning items	7/13	6