

**NSSA Executive Committee  
Conference Call Minutes, 1/22/15**

**Chris Leighton (Secretary), 1/24/15**

**Present:** Stephan Rosenkranz (SR)  
Chris Leighton (CL)\*  
Julie Borchers (JB)\*  
Norm Wagner (NW)  
Chris Wiebe (CW)  
Tonya Kuhl (TK)  
Mike Crawford (MC)  
Mark Lumsden (ML)  
Patrick Woodward (PW)  
Katherine Page (KP)

**Absent:** Ron Jones (RJ)

**Agenda:**

1. Adoption of minutes from 12/17/2014 (CL/All).
2. Date for next conference call (SR/CL/KP/All).
3. LANSCE follow up (Dehmer, Schonberg letters) (SR).
4. ACNS 2016 planning (Seshadri, Fultz, update from MRS on Long Beach) (SR/PW/JB/All).
5. Election review (ML/SR).
6. Plans to transfer files/archives (incl. ACNS) to new VP and Sec. (JB/PW/CL/KP).
7. APS March Meeting booth (SR/RJ/ML)
8. AOB.

**Discussion Minutes (by agenda item number):**

**1. Approval of minutes**

The minutes from 12/17/14 were adopted with no corrections and no objections.

**2. Date for next conference call**

The date and time for the next call were set at: 11 am (central), Feb 17<sup>th</sup> 2015. KP will send an email reminder prior to the call.

**3. LANSCE follow up (Dehmer, Schonberg letters)**

SR summarized the situation with these two letters and their proposed content. The committee was reminded of the news that a proposed “student cycle” at LANSCE will

apparently not materialize. SR has not yet written the letters but pledged to do so shortly. TK noted that the letters remain important, for the record, even if the situation at LANSCE is already decided; SR agreed.

#### **4. ACNS 2016 planning**

SR reported that no additional information has yet been received from MRS with respect to local details for the Long Beach area. Conference calls need to be set up with MRS, SR, PW, and perhaps KP, to begin planning in earnest. SR reminded the exec that Fultz has agreed to serve as a local organizer, while Seshadri has committed to help in a less clearly defined manner. Some discussion of potential tour/excursion sites took place, particularly between SR and PW. Dates were also discussed, and NW pledged to report to the committee on a potential conflict with an ACS colloids meeting in June. SR and PW also noted that it would be prudent to begin thinking about candidates for program chairs quite soon. Having them in place by Summer 2015 was discussed. Finally, it was noted that final payments from MRS for ACNS 2014 had not yet been received. JB agreed to look into this matter.

#### **5. Election review**

ML explained to the committee that the voting process *via* the Election Buddy web system had proceeded very smoothly. A few email addresses were found to have issues, but 270 votes were cast finally, corresponding to about 20 % of the membership. ML noted that this 20 % value agrees rather well with the fraction of the membership list that actually open NSSA emails. The costs for the election site ran at around \$150. SR recapped for the committee that PW, KP, and MC were the winners of the elections for VP, Secretary, and Treasurer.

#### **6. Information transfer for VP and Secretary positions**

CL reported that he had corresponded with KP and shared all relevant NSSA files and information *via* Google Drive. CL and KP also talked in person after the conference call to review typical tasks and procedures. Copies of emails were also transferred. The above includes, most importantly, past minutes and information on NSSA prizes, fellowships, and awards. Some discussion subsequently took place of whether a centralized location for archiving of NSSA files and information is warranted. MC also reminded the committee of similar issues with respect to the NSSA bank account. It was noted by ML that NSSA owns a Gmail email address and that Google Drive could be an option for similar information transfer between JB and PW, and for other NSSA business. JB also agreed to email PW essential files. CL noted: (a) that some consolidation likely could be done to get all ACNS files in one location (as opposed to part with the VP and part with the Secretary), and (b) that having the Secretary archive all files could be an efficient method.

## **7. APS March Meeting booth**

ML commented that he has both the NSSA and ORNL posters, but that he does not plan to attend the APS March Meeting this year. It was agreed that someone travelling from ORNL would deliver the posters, and that NW could set them up for Tuesday 10 am, and SR could take them down on Thursday at 4pm. ML will finalize plans for the booth, and circulate a sign-up sheet (to the exec comm, and facility volunteers) to man the booth. NIST will need to bring their own poster. It was also discussed that Llobet at LANSCE would be contacted to enquire as to whether LANSCE would be interested in displaying a poster. CW can be contacted for a potential Canadian poster. Finally, ML and MC confirmed that the booth had been paid for in advance.

## **8. AOB**

SR relayed to the exec comm that he had been made aware of a planned Fall 2015 MRS symposium related to neutron scattering in soft matter systems. The symposium deals with liquids, glasses, and neutron scattering in particular, and the organizers asked NSSA for potential sponsorship. Discussion took place among various members of the committee as to whether this was worthwhile, if it should be considered only if an NSSA booth is organized, *etc.* After some discussion, support at the level of \$5000 was agreed to, and SR was charged with contacting the organizers, potentially enquiring as to their availability to also man an NSSA booth at the conference. The committee agreed that the \$5000 will be offered regardless.

Finally, SR thanked JB and CL for their service on the NSSA Executive Committee, which officially ends with this call. SR also thanked NW and TK as members at large, and noted that discussion of future candidates for member at large should be scheduled for next time.

**Action items**

<b>Item Number</b>	<b>Person Responsible</b>	<b>Action item</b>	<b>Agenda date (mo/yr)</b>	<b>Agenda Item # for next meeting</b>
1	SR/All	LANSCE follow-up (Dehmer, Schonberg letters)	5/14 (modified 11/14)	3
2	SR/PW/NW/JB/All	ACNS 2016 planning (MRS, conference call set-up, ACS colloids dates from NW, program chairs, (and 2014 payment (JB))	5(b)/14 (modified 1/15)	4
3	JB	Transfer of information/files from JB to PW (CL to KP completed)	1/15	5
4	ML/All	APS 2015 March Meeting booth (poster transport, sign-up sheet, etc.)	1/15	6
5	SR	MRS Fall 15 symposium sponsorship and booth	1/15	7
6	SR/All	New members at large	1/15	8