

**NSSA Executive Committee (present & newly elected members)
Minutes of the conference phone call 4:00pm EST, 4/9/2009
(action items in red)**

Present on the conference call:

Roger Pynn (RP)
Suzanne te Velthuis (StV)
Greg Smith (GS), items 1-5
Angus Wilkinson (AW)
Brent Fultz (BF), items 1-5
Shenda Baker (SB)
John Root (JR), items 1-5
Bruce Gaulin (BG)
John Tranquada (JT)
Jaime Fernandez-Baca (JFB)
Thomas Proffen (TP)

Missing:

Simon Billinge (SJB)

Agenda

- 1) **Approval of minutes of 2/24/2009 and 4/6/2009 teleconference calls.**
- 2) **Review of action items from last minutes**
- 3) **Welcome new NSSA Executive Committee**
 - Transfer of duties & files
- 4) **ICNS09**
- 5) **ACNS10**
 - a) **Update**
 - b) **Program committee chairs**
- 6) **Election of Members-at-Large**
- 7) **Website**
- 8) **AOB**
- 9) **Set date for next call**

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Discussions

1) Approval of minutes of 2/24/2009 and 4/6/2009 teleconference calls.

The minutes of the 2/24/2009 teleconference call are approved.

The minutes of the 4/6/2009 teleconference call are approved.

2) Review of action items from 2/24/2009 minutes

2a) Previous items 2a & 4 (ICNS09 funding proposals). MRS says they have everything under control regard the submission of the funding proposals to DOE and NIST. JT reports that he knows that Thiyaga (DOE program manager, Neutron Scattering) has received it. **GS will check if the NIST proposal has been accepted.**

2b) Previous item 2b (subcommittee to evaluate travel grant applications for ICNS09) GS reports that as there were less requests for financial support for attending ICNS than funds available, it was not necessary to form a selection subcommittee. In the future a better job could be done in advertising the availability of grants to potential participants.
2c) Previous item 2c (ACNS10). Completed. Conference dates for ACNS2010 have been decided on.

3) Welcome new NSSA Executive Committee

RP welcomes the new Execcom members.

The role of the communications secretary is discussed.

- RP will send the contact information of the graduate student that has set up the NSSA facebook page to TP.
- The new bylaws need to be added to the NSSA website.
- Jim Rhyne has already given TP access to the website.
- BF briefly highlights the NSSA Wiki that has been set up.
- In the future we will need to figure out a communication strategy.
- The site www.neutronsources.org and the role of NSSA's website is briefly discussed.

RP has a box of files he received from Rob Briber when becoming NSSA president. He will bring them with him to ORNL next time he is there and give them to BG.

It is decided that SB will stay on as member-at-large for 2 more years.

4) ICNS09

There will be a NSSA Execcom meeting over breakfast (not before 7am) on Tuesday May 5th during the ICNS09.

Following this meeting, a subset of the Execcom(at least BG, SJB, JT) will meet to discuss ACNS2010 with the local organizers of ACNS2010 (JR and or John Katsaras). Among others, they will work out the final memorandum of understanding with MRS.

AW will not be attending the ICNS.

BG asks if GS can provide the Execcom with a list of action items for the Execcom members for ICNS. GS will make this list.

GS announces:

- There will be organizers dinner on Sunday at 7:30pm and the Execcom members are invited to attend.
- A booth has been reserved for the NSSA in the exhibit.
- In the conference's opening session, SJB will do the welcome and opening announcements. He should then be followed by BG as NSSA president.
- So far 270 registered attendees while 660 submitted abstracts. They will send out reminders to register to authors.

All Execom members should send their professional addresses to BG who will gather them and forward them to JR. JR will have the NSSA flyer updated so it can be handed out at the NSSA booth at the meeting.

BG will also send the list to JT for the Annual Report for the Illinois Secretary of State that has to be turned in.

TP and StV will coordinate the booth. It is 10 feet wide and 9 feet deep.

5) ACNS10

a) Update

The dates for the meeting were agreed upon in the call on 4/6/09.

b) Program committee chairs

Several names are suggested

StV will send the names and the 1st preferences to SJB.

It is the intention to advertise ACNS2010 at the NSSA booth at the ICNS09. TP will communicate with Pat Hastings and John Katsaras about having a ACNS2010 flyer made and advertised at ICNS09.

6) Election of Members-at-Large

To have a reasonable balance between experiment techniques and scientific areas represented by the Execom, several names are suggested for the 2nd member-at-large that the Execom needs to appoint.

BG will contact Flora Meilleur and ask her to serve.

7) Website

StV will send TP document that need updating on the NSSA website.

In the future TP will propose a plan on how to proceed with the website.

8) AOB

AW has a couple of dozen memory sticks from ACNS06. He will send them to JFB and they will be available at the NSSA booth at ICNS09 for giving away.

AW went out NSSA financial statements and current bylaws by email to all the old and new Execom members.

ACNS08 surplus will be booked in 2009.

9) Set date for next call

A breakfast meeting will be held Tuesday May 5th at the ICNS09 in Knoxville. Exact time and location will be sent later by email.

The next conference call will be: Wednesday April 29th at 4pm EST.

Respectfully submitted, Suzanne te Velhuis, 04/29/09.