

NSSA Executive Committee
Minutes of the conference phone call at 3:30pm EST, 3/9/2010
(action items in red)

Present on the conference call:

Bruce Gaulin (BG)
Simon Billinge (SJB)
Suzanne te Velthuis (StV)
Shenda Baker (SB)
Flora Meilleur (FM)
Norm Wagner (NW)
Angus Wilkinson (AW)

Missing:

John Tranquada (JT)
Jaime Fernandez-Baca (JFB)
Thomas Proffen (TP)
Roger Pynn (RP)

Agenda

- 1) Approval of minutes of 2/9/2010 teleconference call**
 - 2) Set date for next call: suggested date April 6, 2010 at 3pm EST.**
 - 3) Update on Fellowship and Prizes announcements**
 - 4) ACNS 2010**
 - 4a) MRS Meeting Scene**
 - 4b) Plenary/keynote session & advocacy session**
 - 4c) other**
 - 5) Website**
 - 6) Service Awards**
 - 7) Review of action items from last minutes**
 - 8) Any other business**
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Discussions

Agenda

- 1) Approval of minutes of 2/9/2010 teleconference call**

Minutes from the last conference call are not complete as StV was missing for the first (approval of minutes) and part of the second one discussed (website).
The consensus is that the 1/12/2010 minutes were approved. **StV will ask TP about input about website agenda item & change minutes so that they can be approved next time.**
- 2) Set date for next call: suggested date April 6, 2010 at 3pm EST.**

Monday April 5th at 1pm EST.
- 3) Update on Fellowship and Prizes announcements**

The Prize announcement was sent out. The Fellowship announcement draft was sent around. BG will make some changes and it will be sent our Thursday morning (3/11/10). Several fellows have been contacted by BG by phone, and the other by email.

BG will email them inviting them to the ACNS banquet.

Letter should be sent out to nominators thanking them and informing them of the roll-over of their unsuccessful nomination. The letter should be sent by the committee chairs. Unsuccessful nominations should be sent to StV.

BG will compose and send a letter that the chairs can send, and ask that they send nomination packages to StV.

BG will remind TP to send press releases to broader audience based on StV's list.

4) ACNS 2010

4a) MRS Meeting Scene

MRS has a person who puts together a daily summary "meeting scene". In the past this service has been free to us, but now they will have to charge us. It costs \$\$\$\$\$, but a \$\$\$\$ discount is possible. AW points out it should be booked as a meeting expense, and not a bill afterwards.

All on the call are in favor of making use of this service.

4b) Plenary/keynote session & advocacy session

BG reports the subcommittee has not had their conference call yet to discuss this time. The preliminary list of invited speakers already contains a list of potential keynote/plenary speakers.

SJB suggests that BG check with the program chairs about this. After checking, BG will coordinate with NW and RP within the next week.

4c) other

A list of potential invited speakers has been compiled. Some Execom members have giving feedback. SJB will pass it along to program chairs.

StV suggests May 1st as deadline for child care grant applications. This is accepted. StV will contact TP to have the web-site updated.

5) Website

TP is not on the call. StV reads email he sent her with an update, which is:

"They are currently working on importing the old membership data. I expect to be 'trained' on that part of the website. I saw the other parts last week and learned how to make updates (which is done online and very easy). The membership import will delay our launch date by a week or so, but we are still on track for the end of the month. I will need to incorporate the new prize winners and fellows, but I can do that from the press releases."

6) Service Awards

Some names are suggested

StV will send around the list she has of NSSA committee members and ask for input from other Execcoms not on call.

7) Review of action items from last minutes

7a) Previous agenda item 6 (website)

JFB will send TP the spreadsheet with membership information, so it can be incorporated into the new web-site's database.

TP will send an email with a link to the new site.

TP will do a survey of relevant websites and come with suggestions.

7b) RP has looked through NSSA boxes none appears to be so important. He has still to give them to BG.

7c) BG will talk to Neutron News about a deal with them to have Neutron News for our membership for free or at a reduced rate.

7d) BG will follow up with the advocacy contacts at APS that Judy Franz gave him.

8) Any other business

StV reports that there will not be a NSSA booth at the APS march meeting this year.

Submitted, Suzanne te Velthuis, 4/5/10.