

**NSSA Executive Committee
Conference Call Minutes, 8/1/12**

Chris Leighton (Secretary), 8/1/2012

Present: Julie Borchers (JB)
Chris Leighton (CL)
Bruce Gaulin (BG)
Jaime Fernandez-Baca (JFB)
Thomas Proffen (TP)
John Tranquada (JT)
Norm Wagner (NW)

Absent: Flora Meilleur (FM)
Tonya Kuhl (TK)

Agenda:

1. Approval of minutes from 7/12/2012 (All).
2. Set date for next conf. call (BG/CL).
3. ACNS 2012 debriefing (JB/All).
4. Prizes: Emails of thanks to nominators (BG/CL).
5. NSSA info from facility submission sites (BG/CL).
6. NSSA insurance update (NW).
7. ICNS 2013 booth/co-sponsorship (TP).
8. Prize nomination rollovers – notifications to unsuccessful 2012 nominators (BG).
9. Identification of candidates for executive positions (All).
10. Advocacy efforts for LANSCE/HFIR (JB/All).
11. An NSSA badge (JFB)
12. AOB

Discussion Minutes (by agenda item number, not discussed in order):

Some reordering of the agenda items took place to accommodate schedules.

3. ACNS 2012 debriefing

JB congratulated TP on the success of the ACNS tutorial he was involved in. JB has had discussions with Fritsche on archiving ACNS materials on the NSSA website and work is in progress. TP plans to talk to her regarding creation of new pages on the site. Neutron News will apparently run a piece on the ACNS conference (by Chuck Majkrzak) in the next issue. JB reported that some financial issues are still being settled, mostly involving reimbursements and the clearing of charges between ACNS, MRS, and the U of

Delaware. These issues were discussed by JT, NW and JB, and are in hand. It appears that a surplus will be run, and JB will report on its magnitude after the MRS cut. The final attendance was close to 380. The issue of whether LANSCE or ORNL is next in line for an ACNS conference was discussed (see July minutes for more details), and it was agreed by the committee that the strict rotation of the ACNS conference should be used, meaning that ORNL should be approached first. JFB agreed to approach Bierschmitt for initial informal discussions. BG will make additional email or phone contact.

6. NSSA insurance

NW reported that he learned that volunteer organizations such as ours are protected under US law (105-19_42C139), and that, given our financial position, it is unlikely that additional insurance is required. Other issues such as the ACNS conference, and law suits against individual committee members, were discussed. MRS event insurance is understood to cover the ACNS and it was thus concluded that no further action on this matter is required.

1. Approval of minutes

CL proposed adoption of the minutes from 7/12/12, seconded by NW. All voted in favor.

2. Date for next conference call

The need to avoid the SNS site review at the end of August was discussed. The committee agreed on Tuesday September 11th at 12 noon (central). CL will send an email reminder on Monday September 10th.

4. Prizes: Emails of thanks to nominators

8. Prize nomination rollover policy change: notification to unsuccessful 2012 nominators

BG reported that these are not yet complete. CL agreed to combine into a single action and agenda item.

5. NSSA information from facility submission sites

This is under consideration by BG and will be rolled over to the next call.

7. ICNS 2013 booth/co-sponsorship

TP reminded the Exec. Comm. of the need to decide on an appropriate level of support. JT remarked that funds are available but reminded the committee of the limited income of the organization. TP agreed to calculate the costs of various options, including just an exhibit booth vs. the lower level sponsorship packages. All were in agreement that the

higher level packages (as much as 10,000 GBP) were too costly. BG agreed to contact AONSA about their plans, while TP will check with ORNL and LANSCE and JB will do so for NIST.

9. Identification of candidates for executive positions

BG reviewed that the positions of President, Communications Secretary, and Membership Secretary will shortly become open, but that the open Member at Large positions are to be filled after the elections. An extensive discussion of potential candidates took place – section removed -- BG agreed to initiate an email discussion of these and other potential candidates in order that a shortlist could be finalized in the month of September. Some discussion of whether it would be appropriate to have multiple committee members from the same institution took place.

10. Advocacy efforts for LANSCE/HFIR

11. An NSSA badge

12. AOB

Discussion on these items was deferred due to time constraints.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	JB/JT/NW	Final financial matters from ACNS 2012	8/12	3
2	BG/JFB	Discussions with ORNL on the next ACNS conference	8/12	4
3	BG	Prizes: Emails of thanks to nominators/Notification of rollover policy change	(combined 8/12)	5
4	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.	9/09 Renewed 4/12	6
5	TP	ICNS 2013 Booth/Co-sponsorship. (TP will prepare options and costs)	8/12	7
6	BG/All	Finalization of a slate of candidates for open EC positions (by email)	8/12	8
7	JB/All	Advocacy efforts for LANSCE/HFIR	7/12	9
8	JFB	An NSSA "badge"	8/12	10