

NSSA Executive Committee
Minutes of the conference phone call 2:00pm EST, 11/03/2008
(action items in red)

Present on the conference call:

Roger Pynn (RP)
Suzanne te Velthuis (StV)
Greg Smith (GS)
Simon Billinge (SJB)
Shenda Baker (SB)

Missing:

John Root (JR)
Brent Fultz (BF)
Angus Wilkinson (AW)

Agenda

- 1) **Approval of minutes of 10/13/2008 teleconference call.**
- 2) **Review of action items from last minutes**
- 3) **ICNS09**
- 4) **Bylaw vote results and officer elections**
- 5) **NSSA relationship with Neutron User Groups**
- 6) **Meeting of US National Committee of the International Union of Crystallography**
- 7) **AOB**
- 8) **Set date for next call**

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Discussions

1) Approval of minutes of 10/13/2008 teleconference call.

The minutes of the 10/13/2008 teleconference call are approved.

2) Review of action items from last minutes

2a) Previous item 2a (Shull prize nomination packages): Outstanding item. StV has reminded Bruce Gaulin again to send packages to her and is waiting for a response.

2b) Previous item 2b (ICNS09). Outstanding item. RP has contacted Pat Hastings (MRS) to offer help with grant applications, but has not heard back from her. **GS will bring it up with her when he speaks to her next time.**

2c) Previous item 2c, completed.

2d) Previous item 4, completed.

2e) Previous item 6a. RP has reminded Paul Sokol about LENS's contribution for ACNS08, but will need to **check with AW if the funds were received.**

2f) Previous item 6c. MRS has sent us photographs from ACNS08 and they have been passed along to the Facebook page administrator (Yang Zhang), **GS has prepared email to send out to membership and will send it out.**

3) ICNS09

GS reports:

- a) The program chairs have put together a list of program committee members and will pass it by the ExecCom for a quick look.
- b) Ian Anderson (ORNL) has been contacting facilities asking for contributions. So far: ESS, ILL and ISIS have committed, ANSTO is pending.
- c) RP will check with Helen Kerch to see the status of the paperwork sent to DOE for approval of the conference.
- d) A local (ORNL hosted) web page has been set up that acts as the front page for the meeting. It mainly contains a link to the MRS hosted page.
- e) The **execom will need to form a subcommittee** to evaluate travel grant applications and decide how money will be distributed. **GS and the local organizing committee will set up rules and pass them by the execom for approval.**

4) Bylaw vote results and officer elections

247 votes were cast, 235 accepted the proposed changes. There are currently 1585 members of the NSSA. The vote met the 5% participation requirement, and the proposed changes were accepted.

GS will send out email to membership asking for nominations of candidates for the vacant Execom positions.

GS, RP and StV will meet in 2 weeks to discuss possible candidates and put together a list.

5) NSSA relationship with Neutron User Groups

Only NIST responded to RP's email to the chairs of the different user groups. They have designated a member of their committee to act as contact for NSSA. **From now on, STV will send out NSSA minutes after they have been approved to the chairs of the user groups, or their designated contact.**

6) Meeting of US National Committee of the International Union of Crystallography

RP was invited to and attended a meeting of the National Committee of the International Union of Crystallography (USNC of IUCr) chartered through the National Academies. USNC of IUCr is trying to keep contact with various groups that do similar things. They would like a representative of the NSSA to attend meetings in the future (2x per year). They pay all expenses. The execom welcomes the interaction and would like to keep contact, and will consider having someone attend future meeting (1x per year).

7) AOB

No other business

8) Set date for next call

Either Monday December 1st, 2pm EST, or Tuesday December 2nd, 2pm EST.

StV will check with others to see what works best.

Respectfully submitted, Suzanne te Velthuis, 12/10/08.