

**NSSA Executive Committee**  
**Minutes of the conference phone call 2:00pm EST, 12/12/2008**  
**(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)  
John Root (JR)  
Brent Fultz (BF)  
Angus Wilkinson (AW)

**Agenda**

- 1) Approval of minutes of 11/03/2008 teleconference call.**
- 2) Review of action items from last minutes**
- 3) Candidates for Execom**
- 4) ACNS10**
- 5) ICNS09**
- 6) AOB**
- 7) Set date for next call**

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**Discussions**

**1) Approval of minutes of 11/03/2008 teleconference call.**

The minutes of the 11/03/2008 teleconference call are approved.

**2) Review of action items from last minutes**

2a) Previous item 2a (Shull prize nomination packages): StV has received the nomination packages from Bruce Gaulin.

2b) Previous item 2b (ICNS09). RP spoke to P. Thiyagarajan (Thiyaga) at DOE and was told NSSA should interact with Helen Kerch about the proposal for support for ICNS. It is thought that it should be submit as soon as possible. **SJB will take the lead on writing the proposal, and base it on the one for ACNS08.** AW points out that different proposals must specify different costs that are to be paid for by the grant. For ACNS, students were funded by the proposal to NIST and early career and invited speakers by the DOE proposal. We should possibly reverse these for ICNS. **SJB will check with NIST to see if they are agreeable to this.** As DOE money cannot support students already supported by a DOE grant, **there will need to be a question on the registration/application form, so we can make sure this does not happen.**

2c) Previous item 2e, **RP will talk to Paul Sokol again about LENS's promised support for ACNS08,** but suspects LENS does not have the funds. AW is waiting for the final financial numbers for the conference from MRS and thinks MRS has essentially closed the books on the conference.

2d) Previous item 2f, completed.

2e) Previous item 3c, completed, the conference is approved.

2f) Previous time 3e, The **execcom will need to form a subcommittee** to evaluate travel grant applications for ICNS09 and decide how money will be distributed. **GS and the local organizing committee will set up rules and pass them by the execcom for approval.**

2g) Previous item 4, completed

2h) Previous item 5, **StV will send out NSSA minutes after they have been approved to the chairs of the user groups, or their designated contact.**

### **3) Candidates for Execcom**

The slate of candidates the subcommittee (RP,GS, StV) has put together is approved by the ExecCom. **RP will contact the slate of nominees for President and Treasurers and SJB those for Membership Secretary and Communications Secretary, to see if they are interested in running.** The candidate will be asked to provide a 1-2 paragraph biography & vision statement. They will be told that they may add a web link to their web-site in this statement.

**GS will set up the voting web-site.**

Once all the candidates are confirmed and the site is ready, **he will send out the email asking the membership to vote.**

The aim is to have a deadline for voting in Mid January 2009.

As all the candidates may not be willing to run, the execcom may need another conference call to decide on new candidates.

### **4) ACNS10**

Pat Hastings (MRS) would like to confirm the Westin Hotel for the venue of the ACNS10 in Ottawa. The dates would need to be Apr 23-May 1st, 2010.

**JR will ask Pat if she can see if a August or September date may work instead.**

**JR will ask the other Canadian local organizers to check for conflicts with other conferences and meetings.**

**JR will tell Pat NSSA would like to see a contract between MRS and NSSA which can be signed.**

**JR together with the Canadian local organizers will write a proposal to send to the ExecCom spelling out the organization details for ACNS2010.**

### **5) ICNS09**

SJB is concerned with the fact that the program committee is well behind the original schedule. Paul Butler has reported that most committee members are in place. **GS will call Paul Butler and request the list of invited speakers be finalized by mid January.**

Abstract submission can start by Jan 2<sup>nd</sup>, 2009. Early registration will start February 11<sup>th</sup>, 2009.

Other aspects of the organization are moving along. So far \$220K has been committed by facilities world wide in support of the conference.

**RP will ask Helen K about DOE funding and forward the response to SJB.**

GS reports that the local organizing committee has met with Pat Hastings (MRS).

MRS will be approaching possible exhibitors. It is expected that the budget will be finalized late January 2009.

They are still waiting for a quote from MRS and Physica B regarding the proceedings.

Physica now publishes conference proceedings in a special dedicated journal or edition.

The execom decides that there should be a paper version of the proceedings, and not only an electronic one.

**6) AOB**

No other business

**7) Set date for next call**

Tuesday January 13<sup>th</sup>, 2009 at 2pm EST

**Respectfully submitted, Suzanne te Velthuis, 12/16/08.**