

**NSSA Executive Committee
Conference Call Minutes, 1/25/13**

Chris Leighton (Secretary), 1/26/2013

Present: Julie Borchers (JB)
Chris Leighton (CL)
Bruce Gaulin (BG)
Jaime Fernandez-Baca (JFB)
John Tranquada (JT)
Stephan Rosenkranz (SR)
Ron Jones (RJ)
Mike Crawford (MC)
Mark Lumsden (ML)
Norm Wagner (NW)

Absent: Flora Meilleur (FM)
Tonya Kuhl (TK)
Thomas Proffen (TP)

Agenda:

0. Introduction of new members (All).
1. Adoption of minutes from 12/20/2012 (All).
2. Date for next conference call (SR/All).
3. Voting review (CL/TP/JFB).
4. Follow up with ORNL re: ACNS local chair (SR)
5. Advocacy efforts. Letter to Murphy (BG/JT/JFB/SR/CL).
6. Advocacy efforts. LANSCE user program (All).
7. APS 2013 booth progress (RJ/ML/JFB).
8. ICNS advertisement email (RJ/ML/JFB).
9. New member-at-large appointments (SR/All).
10. AOB

Discussion Minutes (by agenda item number):

0. Introduction of new members

SR, MC, ML and RJ introduced themselves to the committee and briefly stated their areas of expertise.

1. Approval of minutes

CL proposed adoption of the minutes from 12/20/12, seconded by JB. All in favor.

2. Date for next conference call

After some discussion **Wednesday February 27th at 12 noon (central)** was agreed upon as a suitable time for the next conference call. CL will email a reminder on Monday Feb 25th.

3. Voting review

CL summarized that the voting process seemed to go generally very well. JFB informed the committee that he had been contacted by Herma Buttner of Neutron News, who wished to publish the election outcome. ML and JFB agreed to work together on this. CL mentioned, as did several other committee members, that he does not currently receive Neutron News. ML agreed to look into this, potentially with assistance from RJ. CL will forward contact details for Neutron News (Taylor and Francis). JFB pledged to transfer membership data to RJ.

4. Follow up with ORNL re: ACNS Local Chair

SR and JFB summarized that ORNL are aware of the need to name a local chair for the next ACNS, but that this has not yet been done. It was agreed upon to copy Ekkebus of ORNL on any future correspondence. JB reported on discussions with Ekkebus, and that MRS are preparing a memorandum of understanding for the organization of the meeting. The urgent need is for booking of the conference venue. It was also agreed that discussion of appropriate program chairs should take place during the next conference call. CL was asked to place this on the agenda.

5. Advocacy efforts: Letter to Murphy

SR reviewed his recent discussion with BG on this matter. BG plans to continue developing a first draft, in conjunction with JFB and JT. SR will remain involved. Some discussion of open posts and management structure at DOE took place. All committee members were in agreement that contacting Murphy continues to be a worthwhile action.

6. Advocacy efforts: LANSCE operations

The Exec. Comm.'s stance on this was reviewed (see Dec 2012 minutes) and SR pledged to make informal contact with Mark Bourke.

7. APS 2013 booth.

JFB reviewed that the double booth has been paid for and that the next step will be to contact each of the relevant facilities to organize their participation and posters. JFB and ML will work together on this, as well as final orders for booth accessories. CL mentioned the need to circulate some form of sign-up sheet for working at the booth

and JFB and ML agreed. JB remarked that the NIST attendance would likely be large due to proximity to Gaithersburg, so that volunteers could well be found there.

8. ICNS advertisement email

JFB reported on a request from ICNS to use the NSSA mailing list for an email advertisement for the conference. The committee agreed to this and JFB and RJ pledged to work to make it happen.

9. New member-at-large appointments

SR summarized a plan to keep two of the current members-at-large and to appoint one new one. NW was asked if he would be willing to continue to serve and he agreed. At this point NW left the call to allow for an open discussion. SR called to a vote the re-appointment of NW and all voted in favor. Substantial discussions of how to proceed with the other two appointments took place. The importance of geographical, university vs. national lab, and gender issues were discussed. A number of names were advanced including XXXXX. SR concluded the discussion by asking CL to collect suggestions by email for a final discussion at the next conference call.

10. AOB

Two additional items were raised. First CL reminded ML of the standard policy of redacting names from the minutes prior to posting to the website (with the obvious exception of committee members). Second, a request from AONSA to provide a letter of support for the re-opening of the Japanese research reactor was discussed. JT urged SR to take this on, in collaboration with BG. Apparently this is needed by Feb. 12th. SR agreed to do so.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	ML/RJ/JFB/CL	Neutron News: Publication of election outcome; circulation to members	1/13	3
2	SR	Follow up with ORNL re: ACNS local chair/venue	11/12	4
3	SR/All	Discussion of ACNS Program Chairs	1/13	5
4	SR	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	-
5	BG/JT/JFB/SR	Advocacy efforts. Draft letter to Jim Murphy (DOE)	9/12	6
6	SR/All	Advocacy efforts. LANSCE user program/Mark Bourke	1/13	7
7	ML/JFB	APS 2013 booth	11/12	8
8	RJ/JFB	ICNS 2013 advertisement email	1/13	9
9	SR/All	Member at large appointments	1/13	10
10	SR/BG	AONSA letter of support	1/13	11