

**NSSA Executive Committee
Conference Call Minutes, 7/11/13**

Chris Leighton (Secretary), 7/12/13

Present: Julie Borchers (JB)
Chris Leighton (CL)
Stephan Rosenkranz (SR)
Ron Jones (RJ)
Bruce Gaulin (BG)

Absent: Mike Crawford (MC)
Mark Lumsden (ML)
Norm Wagner (NW)
Tonya Kuhl (TK)
John Tranquada (JT)
Chris Wiebe (CW)

Agenda:

1. Adoption of minutes from 5/28/2013 (CL/All).
2. Date for next conference call (SR/All).
3. Neutron News distribution issue (ML/RJ).
4. Advocacy efforts: DOE letters (Murphy/Dehmer/Apps. Comm.) (SR/BG/JT/JFB).
5. Advocacy efforts: Website expansion/highlight repository (ML/All).
6. Advocacy efforts: LANSCE user program/sample handling (SR/All).
7. Finances/tax reporting issues (MC)
8. ICNS: Poster printing, travel awards (ML/NW).
9. Email distribution lists / Linked In (RJ).
10. ACNS 2014: Progress / program chair invitations (JB).
11. AOB (Including (a) MC – travel support for 2013 Fall MRS, (b) SR – presidents meeting at ICNS)

Discussion Minutes (by agenda item number):

Due to the confluence of ICNS, other travel plans, and the NCNR proposal review meeting, a large number of absences occurred. A brief meeting was held, but a number of the items listed below were not discussed (as noted).

1. Approval of minutes

The minutes from 5/28/13 were adopted with no corrections and no objections.

2. Date for next conference call

After some discussion **Wednesday Aug 7th at 12 noon (central)** was agreed upon as a suitable time for the next conference call. CL will email a reminder on Tuesday Aug 6th.

3. Neutron News distribution issue

Not discussed.

4. Advocacy efforts. DOE letters (Murphy / Dehmer / Appropriations Committee)

SR reported that at least the first of these letters is in progress and should be completed by the next conference call.

5. Advocacy efforts: Website expansion / highlight repository

Not discussed.

6. Advocacy efforts. LANSCE user program/sample handling

Not discussed.

7. Finances/tax reporting issues

Not discussed.

8. ICNS: Poster printing, travel awards

Not discussed.

9. Email distribution lists / Linked In

Not discussed.

10. ACNS 2014: Progress / program chair invitations

JB provided a summary of recent progress, focusing on continued negotiations with MRS regarding an MOU, and the drafting of a projected budget. A number of issues have arisen with regards to budgeting for profit and sharing of the generated funds, which JB summarized for the committee and is pursuing with MRS. A discussion of which facilities and agencies have pledged to provide financial support took place, and it was resolved that CL would contact Thiyaga at DOE to pursue a proposal for DOE support, and that JB will contact ORNL. SR pledged to discuss this issue with Bourke at LANSCE.

JB also reported that XXXX has accepted the position as “soft matter” program chair and that an invitation to a “hard matter” candidate has been made, as discussed previously. No response has yet been received. JB will move to the next slated candidate if the response is negative.

11. AOB

SR confirmed that all arrangements for the ICNS President’s Meeting were finalized and mentioned that a discussion of the outcome should be added to the agenda for the next call. It was also noted by those present that it is now time to add plans for the NSSA prizes and fellowships to the next meeting agenda. CL pledged to do both.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	ML/RJ	Neutron News distribution issue	1/13	3
2	SR/BG/JT/JFB	Advocacy: DOE letters (Murphy/Dahmer/Appropriations Committees)	9/12	4
3	ML	Advocacy: Website expansion/highlight repository	3/13	5
4	SR/All	Advocacy: LANSCE user program	1/13	6
5	MC	Finances/tax reporting issues	5/13	7
6	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	-
7	ML	ICNS "debriefing"	7/13	8
8	RJ	Email distribution lists / Linked In network	2/13	9
9	JB/CL/SR	ACNS 2014: Progress; program chair invitations. Support from ORNL (JB), DOE (CL), LANSCE (SR)	4/13	10
10	SR/All	Plans for NSSA prizes, awards and fellows	7/13	11
11	MC	Travel support fro Fall 2013 MRS	7/13	12