

**NSSA Executive Committee Meeting
12/12/16**

Katharine Page (Secretary), 01/09/17

Present: Katharine Page (KP)
Stephan Rosenkranz (SR)
Chris Wiebe (CW)
Patrick Woodward (PW)
Mike Crawford (MC)
Matthew Helgeson (MH)
Mark Lumsden (ML)
Megan Robertson (MR)

Absent: Harlyn Silverstein (HS)
Ron Jones (RJ)
Doug Godfrin (DG)

Agenda: 1) Adoption of minutes (KP/SR/All)
2) Date for next call (SR/KP/All)
3) NSSA elections (SR)
4) Webpage updates (ML)
5) ACNS 2018 planning / ACNS 2016 report for DOE (PW)
6) Sponsorship of ICNS, GRC/GRS
7) AOB

Discussion Minutes (by agenda item number):

1. Approval of minutes (KP/SR/All)

The minutes from 11/07/16 were adopted with no corrections.

2. Date for next conference call (SR/KP/All)

The date for the next conference call was set for Monday, January 9, at 11:00 AM Central Time.

3. NSSA elections (SR)

NSSA elections for officers will be held in early 2017 with a two week open election. Positions that need to be filled this year are President, Treasurer, Membership Secretary and Communications Secretary. Confirmed candidates include: Despina Louca as a candidate for President, Kate Ross and Brent Fultz as candidates for Communications Secretary, and Kushol Gupta as a candidate for Membership Secretary.

Responses are still being sought from NNNN for the position of President, NNNN for the position of Treasurer, and NNNN for the position of Membership Secretary. Individuals who have declined candidacy include NNNN, NNNN, and NNNN for the position of President, NNNN for the position of treasurer, NNNN, and NNNN as candidates for Membership Secretary. Further individuals to be

approached for candidacy include NNNN, NNNN, or NNNN for the position of President; NNNN, NNNN, or NNNN for the position of Treasurer, and NNNN, NNNN, or NNNN for the position of Membership Secretary.

SR is working to confirm all candidates by the end of the week. ML is in contact with all confirmed candidates in order to collect biographical information for the elections. ML will add relevant information to the NSSA webpage and facilitate open voting in early January.

4. Webpage updates

ML has updated the NSSA Executive Committee Meeting Minutes on the NSSA webpage and added the Neutron News story, "The 8th American Conference on Neutron Scattering". ML has added a tab to the NSSA webpage for Women in Neutron Scattering (WiNS); he plans to meet with Bianca Haberl and Christina Hoffman regarding the content to be added. Updated tax information is still needed.

ML has sent an email to the company that manages the NSSA webpages asking for clarification and further information regarding their maintenance and upgrade proposals. One set of options had outlined an overhaul of the membership component of the webpages, and another had included changes to make the webpages more mobile friendly. It was discussed that it may be advisable to hold decisions until the Communications Secretary is in place.

5. ACNS 2018 planning / ACNS 2016 report for DOE (PW)

There has been substantial progress in the planning of the 9th American Conference on Neutron Scattering (ACNS), to be held in 2018. Strong support was found for hosting the conference at the University of Maryland, with the NIST Center for Neutron Research nearby. PW sent an email to Efrain Rodriguez, Srin Raghavan, and Rob Brieber at the University of Maryland, and they confirmed they are willing to hold the conference. There are two possible locations on campus where it can be held. One is the College Park Marriott Hotel & Conference Center, on the west edge of campus where the ACNS was held in 2004. There is a new conference hotel under construction on the west side of campus (The Hotel at UMD) that will open in the summer and is close the Engineering and Science parts of campus and to the metro. PW will contact the Materials Research Society and ask them to start working on availability and costs for the two options. Rob Brieber indicated the Maryland team would have some discussions and came back with suggestions of who could be involved. He is willing to co-chair the local organizing committee with someone from NIST. Peter Gehring was identified as a possible co-organizer of the local committee. It was decided that PW will confirm the University of Maryland as the 2018 location for the ACNS, and Rob and Peter as the local organizing committee. Several candidates for programming committee co-chairs were discussed. Efrain Rodriguez was proposed as a program co-chair for hard matter science. PW will discuss the possibility with him. Final decisions on programming co-chairs may be delayed until the new ACNS officers are elected in 2017.

The Department of Energy report summarizing the 2016 American Conference on Neutron Scattering (ACNS) still needs to be written. PW will find previous reports and work on preparing the 2016 report.

6. Sponsorship of ICNS, GRC/GRS (SR)

It was discussed and decided that NSSA will provide a Silver Sponsorship (\$3K) for the 2017 International Conference on Neutron Scattering (ICNS 2017). MC and SR will follow up to send a wire transfer. The sponsorships previously agreed to for the Gordon Research Conference and Seminar have been taken care of.

6. AOB

One of the NSSA members who approached to run for office had asked about the board designation of the Executive Committee and whether there is insurance protection for the board. The NSSA is incorporated in Washington D. C. as a non-profit organization, but does not have any form of insurance. Since boards (executive committees) make decisions on behalf of a society, it is advisable to consider insurance protection. Several other major societies have done so. It was decided to review whether we need insurance when new executive committee members are elected.

MH informed the committee that Phil Pinkus is organizing a small workshop to discuss First Day Experiments for Quasi-Elastic Neutron Scattering at the Second Target Station (STS) January 17 and 18. This meeting is part of a broader effort aimed at outlining the scientific opportunities for the STS with the scientific community. ML relayed that a similar meeting is being held in Atlanta in January with the quantum condensed matter community.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	PW/SR/MC	ACNS 2016 Conference Report for DOE	10/16	4
2	SR	Confirm candidates for NSSA elections	12/16	3
3	ML	Add candidate bios to NSSA webpage and facilitate two week election	12/16	3
4	ML	Webpage updates / distribute and evaluate proposals by website service	11/16	4
5	MC	Send sponsorship for IUCr 2017	12/16	6
6	PW	Confirm location and local organizing committee for ACNS 2018.	12/16	5