

**NSSA Executive Committee Meeting  
06/01/17**

**Katharine Page (Secretary), 07/01/17**

**Present:** Mike Crawford (MC)  
Despina Louca (DL)  
Doug Godfrin (DG)  
Matthew Helgeson (MH)  
Brad Olsen (BO)  
Katharine Page (KP)  
Patrick Woodward (PW)  
Kate Ross (KR)

**Absent:** Megan Robertson (MR)  
Chris Wiebe (CW)  
Nancy Ross (NR)  
Stephan Rosenkranz (SR)

**Agenda:**

- 1) Adoption of minutes (KP/DL/All)
- 2) Date for next call (DL/KP/All)
- 3) ACNS 2018 planning (PW)
- 4) Treasurer accounts (BO/MC)
- 5) Website updates (KR)
- 6) Letters for ORNL PPU and BESAC Chair (DL)
- 7) AOB

**Discussion Minutes (by agenda item number):**

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

The minutes from 05/01/17 were adopted with no corrections.

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

The date for the next conference call was set for Monday, July 17, at 11:00 AM Eastern Time.

**3. ACNS 2018 planning (PW)**

PW shared progress to date in the planning of the 9th American Conference on Neutron Scattering (ACNS). MRS had a conversation with the advanced sales person at The Hotel at the University of Maryland and outlined the ACNS meeting space needs. The Hotel a new hotel and it is scheduled to be fully open and operational this summer. The floor plan is appropriate for the ACNS meeting and MRS feels the venue is the leading option if amenable room rates can be negotiated. It was noted the location is close to campus, College Park restaurants, and the metro line. The Hotel will have a proposal back to MRS in a few days. Alternate properties are still being considered in Gaithersburg and the

surrounding NIST area. MRS and local chairs will look into student dorm housing as a possibility when all proposals from hotel venues are in. It was noted this option could make sense if the meeting is held on campus, but the benefits would have to be weighted carefully in regards to hotel contracts and overall attendance numbers of the meeting. It was mentioned that the summer dorm situation at UMD is complex and takes some negotiating and may not be possible. The meeting will likely be in June; exact dates will depend on venue availability.

Efrain Rodriguez and MH have a call scheduled on Monday to discuss the ACNS program. The first step will be to choose sub-areas and find two people to chair each sub-area. It was suggested and agreed that small changes could be made to the sub-areas, but significant program changes should be avoided. Sub-program chairs should be identified by August or September. It was suggested that invited speakers from the previous ACNS may be appropriate chairs to consider. It was agreed that invited speakers, a dinner speaker, and tutorial session leaders should be invited ahead of the November/December holidays. Tutorials were suggested on magnetic structure determination, spin wave analysis using Spin-W, crystal field analysis, pair distribution function analysis, and recent developments in sample environments for soft matter. It was agreed that recent ACNS tutorial topics and other short courses should be reviewed, and that KR will send an email requesting further community ideas for tutorial sessions. It was noted there will be a NIST tour Thursday afternoon at the close of the meeting.

#### **4. Treasurer accounts (BO)**

BO has set up Citybank accounts for conducting treasurer activities. The bank is requesting verification of the NSSA's tax exempt status and requires paperwork that states BO is treasurer of the society. MC and KP will look for the original letter with Tax-ID and tax exempt tax status. BO will send the paperwork to DL for completion. BO will also need to make a deposit into the account immediately to keep it open. It was decided that MC will make an electronic transfer with personal money and BO will send him a check for reimbursement.

#### **5. Website updates (KR)**

KR provided an update on corrections and improvements made to the NSSA webpages. The Lujan Center letter link at the front of the webpage was removed. Harlyn Silverstein's executive member status was removed. Doug Godfin's will also be removed. KR is planning to add several 2017 science highlights and asked for news items to post. She will add a news highlight submission link to the webpage for members to submit content for consideration. KR is looking into received proposals for modernizing the website. She is not certain it is necessary at this time.

#### **6. Letters for ORNL PPU and BESAC Chair (DL)**

DL sent a letter on behalf of the NSSA and the neutron scattering community to ORNL Associate Lab Director Paul Langan in support of the Second Target Station (STS) and Proton Power Upgrade (PPU) projects for the Spallation Neutron Source (SNS). Letters were also provided by the SNS-HFIR User Group (SHUG) and the Industrial Advisory Board for Neutron Sciences. The letters were shared at the Critical Decision 1 (CD-1) meeting with the Department of Energy on May 23. A thank you email was

received from Paul Langan. He shared close-out slides from the review and reported the letters were very well received. He said his management team will have a conference call with DOE tomorrow to discuss the review. They were feeling positive about the CD-1 project status, and promised to keep the NSSA informed. DL will send a note congratulating the team. A letter to the new BESAC chair highlighting the importance of neutron scattering is still being considered.

## **7. AOB**

Doug Godfin shared that he is finishing up his post at MIT, and this is his last conference call. The NSSA executive committee will consider recommendations for student or postdoc members to fill the two vacant positions. KR will send out an email communication to the membership asking for nominations before July 1. Selections will be discussed when a slate of candidates is received.

KP received information and a request for response from the organizers of the International Conference on Neutron Scattering (ICNS) 2017 regarding Silver Sponsorship benefits. NSSA is entitled to a half-page advertisement in the program booklet, booth/poster space, and complementary registration for one attendee. DL and PW will attend the ICNS meeting. It was decided there would not be enough NSSA members present to staff a booth or present a society poster. It was decided that the advertisement would be utilized to announce that the ACNS meeting will take place in the Washington D.C. area in June of 2018. KR will prepare a draft of the ad and KP will respond to the request before the June 8, 2017 deadline.

**Action items**

<b>Item Number</b>	<b>Person Responsible</b>	<b>Action item</b>	<b>Agenda date (mo/yr)</b>	<b>Agenda Item # for next meeting</b>
1	KR/DL	Draft and send an email request to NSSA members for ACNS tutorial session ideas, nominations for student and postdoc executive committee vacancies, and news items for the ACNS website.	06/2017	3,4,6
2	BO/MC	Locate tax exempt status forms (MC) and complete paperwork needed for new NSSA treasury accounts (BO). Transfer funds to keep accounts open (MC).	03/2017	6
3	KR/KP	Prepare ICNS advertisement (KR) and respond to request for information from organizers (KP).	06/2017	5
4	DL	Send a note to Paul Langan congratulating him on the CD-1 project review for the SNS PPU.	06/2017	