

**NSSA Executive Committee Meeting  
10/31/17**

**Katharine Page (Secretary), 11/29/17**

**Present:** Michael Crawford (MC)  
Alannah Hallas (AH)  
Matthew Helgeson (MH)  
Brian Josey (BJ)  
Despina Louca (DL)  
Brad Olsen (BO)  
Katharine Page (KP)  
Stephan Rosenkranz (SR)  
Kate Ross (KR)  
Nancy Ross (NR)  
Megan Robertson (MR)  
Patrick Woodward (PW)

**Absent:** Chris Wiebe (CW)

**Agenda:**

- 1) Adoption of minutes (KP/DL/All)
- 2) Date for next call (DL/KP/All)
- 3) ACNS 2018 planning (PW)
- 4) Prize committees (DL)
- 5) Treasury/Communications/Membership officer updates (BO/KR/NR)
- 6) Website design (KR)
- 7) BESAC Special Report (DL)
- 8) AOB

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

**1. Adoption of minutes (KP/DL/All)**

The minutes from 9/26/17 were adopted with no corrections.

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

The date for the next conference call was set for Thursday, November 30, at 11:00 AM Eastern Time.

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

PW shared progress to date in the planning of the 9<sup>th</sup> American Conference on Neutron Scattering (ACNS). The ACNS planning committee held its last phone conference on October 30. It was reported that similar levels of funding are expected for the meeting as in past years. At this point, funds from NIST are committed, and the Department of Energy proposal has received positive feedback from the program manager. Details are still pending from Oak Ridge National Laboratory. PW needs to inquire with CW on the availability of funds for Canadian student travel.

Program co-chairs, MH and Efrain Rodriguez (ER), have compiled suggestions from the programming subcommittees for invited speakers and drafted a suggested slate of speakers. MH explained the process they followed: they have sorted out redundancy between lists, planned for a specific number of invited speakers, and suggested a slight increase in the number of sessions. This has resulted in 36 invited speakers in total, with 4 additional plenary speakers. They sought to balance the preferences of subcommittee chairs while globally keeping geographic, demographic, institutional, and topical diversity as priorities. The executive committee reviewed the list and supported the suggested invitations. MH and ER will send out invitations and contact subcommittee chairs regarding back-up speakers if they are needed.

It was mentioned that ER and Rob Briber have suggested Ellen Williams (ARPA-E manager, former chief scientist of BP, and former MRSEC director at University of Maryland) as the conference banquet speaker. It was agreed that she would be an excellent choice.

It was brought to the attention of the Executive Committee that the ACNS Conference has been run with considerable profit for the past few meetings. At the last meeting, a profit of \$14K was projected, but the actual profit was \$69K. The way the contract is set up is such that MRS receives a guarantee of 2% of gross revenue. Profits above this are split 30% to the NSSA and 70% to MRS. It was discussed that this type of profit margin would likely be viewed unfavorably by our sponsors and the NSSA community. DL and PW will initiate a discussion with MRS on what can be done to improve the projection of conference costs and our utilization of sponsor funds for direct neutron scattering community support.

#### **4. Prize Committees (DL)**

The Shull, Sustained Research and Science, and Student Research Prize Committees, as well as a Society Fellowship Committee, are all confirmed, and have been announced on the NSSA webpages. KR will receive and collate nominations for the November 27 deadline, and send received materials to the appropriate committees.

#### **5. Treasury/Communications/Membership officer updates (BO/KR/NR)**

MC and BO have been looking into the public 501c3 status of the NSSA, and have come to the conclusion that we likely no longer qualify. To qualify, 33.33% of funding must come from public sources. A change in the tax status from public to private 5013c will mean that the deductibility of donations to us from other corporations changes. In the past, DOE was providing \$60K directly to NSSA, and we counted it as public support. However, we have not received funds directly since MRS has taken on the management of the NSSA conference (since ACNS was held in Santa Fe 2008). Rob Briber mentioned that the \$25K from NIST/UMD cannot go directly to MRS. It may be worth investigating if conference contributions could go directly to NSSA in the future, or if the MRS proceedings could be categorized as public source funds due to their original source. It was mentioned that John Tranquada (original NSSA treasurer) may have institutional knowledge of the society tax status. It was discussed that the assistance of a law firm may be needed to assess the tax status of the organization now and in years going forward. BO will look into some law firm options in the Boston area that serve non-profit organizations.

No Membership updates were given.

KR reported that certain members have let her know that NSSA emails are being filtered into their email junk folder. We may need to consider a notice with membership sign-up containing instructions for safe-listing the NSSA mailing list messages in future.

#### **6. Website design (KR)**

The logo design contest to update/replace the NSSA logo has been announced. If a winner is selected, we will offer free registration for the ACNS 2018 conference.

#### **7. BESAC Special Committee (DL)**

DL reported that a portion of the BESAC subcommittee she is a member of is working on a public outreach brochure highlighting the achievements of DOE facilities in the last forty years. Nanocenters, light sources, and neutron sources will be included. The committee is looking for public interest stories related to the past and present neutron scattering facilities at Brookhaven, Oak Ridge, Argonne, and Los Alamos National Laboratories. For example, she is aware of an Eli Lily story on x-rays and the crystallography of drugs, and of Jim Jorgenson and the cuprate structures. Ideas are welcome from the community. SR mentioned a historical highlight of neutron scattering that was completed ten years ago.

#### **8. AOB**

None.

**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	MH/ER	Send out speaker invitations.	10/2017	3
2	PW/DL	Check in with ORNL and Canadian funding bodies.	10/2017	3
3	KR	Collate and send Prize and Fellowship award packages to committees (KR).	10/2017	4
4	BO/MC	Complete 2016 tax returns (BO/MC). Look into 501c3 tax status (BO). Draft NSSA budget (BO).	03/2017	5
5	DL/PW	Discuss the past ACNS profit margins with MRS.	10/2017	3
6	DL	Explore possibility of new Executive Committee member-at-large from Argentina.	08/2017	8