

**NSSA Executive Committee Meeting  
02/20/18**

**Katharine Page (Secretary), 03/30/18**

**Present:** Despina Louca (DL)  
Brian Josey (BJ)  
Alannah Hallas (AH)  
Matthew Helgeson (MH)  
Katharine Page (KP)  
Megan Robertson (MR)  
Kate Ross (KR)  
Nancy Ross (NR)  
Chris Wiebe (CW)  
Patrick Woodward (PW)

**Absent:** Brad Olsen (BO)

**Agenda:** 1) Adoption of minutes (KP/DL/All)  
2) Date for next call (DL/KP/All)  
3) ACNS 2018 planning (PW)  
4) Prize committee updates (DL)  
5) Treasury/Communications/Membership officer updates (BO/KR/NR)  
6) Website (KR)  
7) APS Spring Meeting (MR/KR)  
8) AOB

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

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

The minutes from 11/30/18 and from 01/20/2018 were adopted with no corrections or additions.

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

The date for the next conference was set for Friday, March 30, at 10:30 AM Eastern Standard Time.

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

MH and PW shared updates on the planning of ACNS 2018. A planning call is scheduled for next week. The invited speakers are all confirmed.

An after dinner speaker, Ron Bishop, has been confirmed. He gave a twenty minute talk entitled "The NIST-Smithsonian Partnership: Four Decades of Archaeological Neutron Activation" during the 50th Anniversary celebration at NIST that was held December 7 and 8 last year, and he was highly recommended.

A request has been received from Ken Herwig at ORNL to run a workshop at ACNS, likely on updates for the First Target Station and for HFIR. He is thinking about a full day workshop with presentations/town hall in the morning and workshops with report writing in the afternoon. KR mentioned that the SNS-HFIR user group would be giving input on whether and how it would be run. One of their recommendations recently was for the ORNL Neutron Scattering Directorate at ORNL to increase communications with the user community on potential instrument projects. It was discussed that the ACNS is a good venue to engage with the community. The executive committee is generally supportive of this request, provided logistics are figured out soon. It was noted that a full day the Sunday before the conference would overlap with the scheduled tutorials. There are different opinions on how problematic this is. It was suggested that a shorter meeting that wraps up by 12:30 PM, or a meeting the day after ACNS could be considered. It was also suggested that the town hall portion could be accommodated during a 1.5 hour lunch break. It was noted that participants from out of town will need to arrive on Saturday to attend a Sunday morning workshop. MRS will need to know if additional hotel rooms will be needed for the day before or after ACNS. KP will explore these options with KH and ask for more logistical details.

There have been some emails coming in about the conference financial support from Oak Ridge National Laboratory and how it will be handled. Paul Langan has discussed with DL that a different mechanism will be employed this year. Crystal Schrof of ORNL has been in touch with BO, and has indicated funds can either be sent directly to NSSA, or to MRS. It was noted that the funds transfer is not simple, and it may be an easier proposition to have them work with MRS. Direct reimbursements from the NSSA treasurer have not been made in several years. It was noted that the logistics of who is paying what (and what different funds can be used for) gets confusing.

PW asked about the status of funding for Canadian student travel support. CW noted that the Canadian Institute for Neutron Scattering will want to support student travel again, but this will need to be brought up at the board meeting when some details are known about the number of students needing support. The funds could also support early career Canadians.

Finally, it was noted that abstract submission is currently open. Approximately 20 abstracts have been submitted so far. This number will rise as the deadline is approached in another week. The deadline may be extended a week, depending on number received.

#### **4. Prize committee updates (DL)**

All prize winners have been selected as of a few days ago. DL will contact the winners and work with KR to send out a public announcement and an announcement for the NSSA mailing list. It was suggested the announcements be made before ACNS abstracts are due, to serve as additional motivation to submit an abstract and attend. The prize winners will also need to submit titles and abstracts for the prize talks.

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

NR reported that we have had a small trickle of memberships coming in, and our total member number is presently 1532.

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

KR provided updates on the state of the NSSA webpage redesign. There are now forms for submitting prize and invited speaker nominations so logistics can be handled through the webpages in future. This process will be a lot easier two years from now. There is also a form to submit suggested news items. We still do not have a set of banner images for the website's rotating banner image field. The graphic for ACNS is being used as a placeholder. It would be great to have Images from summer schools, images for instruments, or other sets of photos from the facilities. It was noted that Dan Neumann from NIST and Kelley Smith from ORNL are probably the righter good contacts too start with. It was mentioned that our webpages are lacking general information regarding what neutron scattering is. A few noteworthy educational resources were pointed out, including a YouTube video by Rob Dimeo, and a write-up on the CINS website. It was noted that we should create a page of educational links for the NSSA webpages.

## **7. American Physical Society Spring Meeting (MR/KR)**

MR and KR are organizing the NSSA booth at the American Physical Society March Meeting, to be held March 5-9 in Los Angeles, California. MR requested help from the executive committee to identify more volunteers for available time slots. Approximately one quarter of the slots are filled presently. An email will be sent to the NSSA membership, and contacts within NIST and ORNL were identified who will directly email the facility and national lab staff attending the meeting. KP will check in with Mark Lumsden and others at ORNL to find out where the displays are and if logos or other components of the NSSA displays can be updated.

## **8. AOB**

None.

### Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	MH/ER	Confirm fourth plenary speaker for ACNS.	1/2018	3
2	PW/DL/KP	Determine logistical needs of ORNL request for satellite meeting at ACNS 2018.	2/2018	3
3	DL/KR	Notify prize winners and fellows and prepare/send out public announcements	2/2018	NA
4	KR	Complete website redesign.	1/2018	5
5	MR/KR	Coordinate APS March Meeting booth.	2/2018	6
5	DL	Explore possibility of new Executive Committee member-at-large from Argentina.	8/2017	7