

**NSSA Executive Committee Meeting  
09/26/18**

**Katharine Page (Secretary), 10/31/18**

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

**Absent:** Kate Ross (KR)  
Brad Olsen (BO)  
Patrick Woodward (PW)

**Agenda:**

- 1) Adoption of minutes (KP/DL/All)
- 2) Date for next call (DL/KP/All)
- 3) 2019 - 2022 NSSA Officer election update: Vice President and Secretary (DL/KR)
- 4) ACNS 2018 financial report / closeout from MRS (PW)
- 5) ACNS 2020 location and conference management service (DL)
- 6) Update on letters sent to Congress/Senate (DL)
- 7) Treasury/Communications/Membership officer updates (BO/KR/NR)
  - Was a check sent to Norm Wagner?
  - Join the NSSA campaign
- 8) AOB

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

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

The minutes from 08/27/18 were presented and were adopted.

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

The next NSSA Executive Committee Meeting will be selected via a Doodle Poll. KP will send a poll out that includes a series of possible times in the last week of October.

**3. 2019 – 2022 NSSA Officer Election Update: Vice President and Secretary (DL)**

The Vice President and Secretary elections are ongoing via Election Buddy online. All first-choice nominees agreed to run. Candidates include Peter Gehring (NIST) and John Katsaras (ORNL) for the Vice

President position and Flora Meilleur (NC State-ORNL) and Martin Mourigal (Georgia Tech) for the Secretary position. 16% of society members have participated to date. The aim is to reach 20% participation of the membership before the close of elections. The elections are open until Monday. DL will check in on Monday and assess if there are clear winners. If not, we will extend the elections for another week.

#### **4. ACNS 2018 financial report / closeout from MRS (PW)**

PW reported there are not yet any updates from MRS on the ACNS 2018 closeout and financial report. He will check in with conference management and report back if possible at the next phone call.

#### **5. ACNS 2020 location and conference management service (DL)**

DL reached out to faculty at Vanderbilt to assess if a 2020 meeting location for ACNS in Nashville is a possibility. There were no volunteers emerging committed enough to act as a local contact for the meeting. She also reached out to faculty in the Denver area. Kate Ross (CSU), Jamie Neilson (CSU), Dmitry Reznik (UC Boulder), and one additional NSSA member are all very willing to host the 2020 meeting. There have been some discussions on which host city would be preferred. Denver may be the best location given proximity to the Denver International Airport and the city's downtown area. The other choice is Boulder. The group is looking into possible hotels in both locations and options for staying on campus if the meeting is in Boulder.

It was discussed that it had been the NSSA tradition to cycle ACNS meeting locations between NIST, ORNL, and LANL area cities. When LANL closed their BES user program NSSA discussed beginning the tradition of cycling meeting locations between NIST, ORNL and a rotating university city (the 2016 Los Angeles meeting was the first instance of that, with Caltech and UCLA faculty serving as local meeting chairs). With ACNS hosted in Maryland in 2018, the tradition would be to host the 2020 ACNS meeting in Knoxville / near ORNL. However, Knoxville is not a favored meeting location of the committee. It was agreed that it was important to cycle the meeting back to facilities locations on some frequency. A new tradition thus may be proposed to follow the pattern: meeting close to NIST, meeting in a university city, meeting close to ORNL, meeting in a university city. It was also discussed that the timing of the meeting is important to ensure broad community participation. Attempts should be made to avoid run cycles of the facilities, as much as possible. Attempts should also be made to avoid overlap with other conferences and meetings. The committee is looking at May or June for ACNS 2020, though a spring meeting is also being considered.

NSSA Executive Committee is still exploring alternative options or contract negotiations for ACNS conference management. MRS conference services has been great to work with, but the cost structure of the meetings under their management has not been ideal. It was noted our sponsorship status is changing, and we may need to factor this into the decision process. Norm Wagner provided some information regarding the conference services of AIP Institute of Physics. Suzanne Tevelthius and Jim Rhyne have had lots of positive experience working with another company out of DC organizing Triple M. It was noted that Mike Fitzsimmons is the current MRS president and DL will reach out to him. For

the last meeting NSSA had to sign a memorandum of understanding a year before the meeting. This will be discussed further at the next conference call.

#### **6. Update on letters sent to Congress/Senate (DL)**

DL drafted a letter on behalf of the NSSA Executive Committee intended for Senate and Congressional leadership in support of the Second Target Station. The letter was reviewed by Paul Langan and Thomas Zacharia at ORNL. The letter was sent to the NSSA Executive Committee via email and feedback was requested. The final version was sent to Senate and Congressional leadership prior to the relevant appropriations committee meeting by email and United States Postal Service. There is now a new construction \$6M line item for the Second Target Station in the FY19 budget. \$6M. This is great news.

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

It was reported that there had been some confusion of the monetary level of the NSSA award and therefore Norm Wagner had not yet received his check. He will use the funds to start a fellowship program at The University of Maryland. DL will have BO check on the status of the award money.

NR reported successful efforts towards the "Join the NSSA" campaign. A message had gone out in the user newsletters of the facilities. The membership is currently at 1631 members, and still growing. It was again noted that we need to update the membership list. NR will send the spreadsheet to the executive committee in attempts to identify deceased members and incorrect affiliations/email addresses. It was noted that email some servers send an email back for failed delivery, yet others do not. 236 emails bounced when the Election Buddy announcement went out. This list could be used to flag incorrect or incomplete entries in the membership ranks. It was suggested that an email be sent out through Neutronsources.org encouraging the community to join NSSA or update their membership information.

#### **8. AOB**

None reported.

**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                  | BO                        | Prepare and file NSSA taxes.   | 3/2018                     | 7                                     |
| 3                  | KR/DL                     | Complete the elections for Vice President and Secretary NSSA Executive Committee positions and announce results.     | 08/2018                    | 3                                     |
| 4                  | NR                        | Send an advertisement of NSSA membership and ask for membership updates via the neutronsources.org mailing list.     | 08/2018                    | 7                                     |
| 5                  | KR/KP                     | Neutron News article on NSSA prizes and 2018 ACNS.   | 7/2018                     | NA                                    |
| 6                  | DL                        | Confirm new Executive Committee member-at-large from Argentina and consider other members-at-large for January 2019. | 8/2017                     | NA                                    |
| 7                  | BO/DL                     | Check that prize award checks were delivered.  | 08/2018                    | 7                                     |