

**NSSA Executive Committee Meeting
07/10/2019 - NOTES**

Flora Meilleur (secretary)

Present:

Peter Gehring (PG)
Brian Josey (BJ)
Despina Louca (DL)
Flora Meilleur (FM)
Brad Olsen (BO)
Kate Ross (KR)

Absent:

Matthew Helgeson (MH)
Alannah Hallas (AH)
Nancy Ross (NR)

Agenda:

- 1) June 14 meeting minutes (DL/FM/All)**
- 2) Date for next call (DL/FM/All)**
- 3) Bylaws (MH/DL)**
- 4) ACNS 2020 (DL/PG)**
- 5) Donation to the society (PG)**
- 6) Treasury/Communications/Membership officer updates (BO/KR/NR)**
- 7) AOB**

Discussion Minutes (by agenda item number):

1. June 14 meeting minutes (DL/FM/All) (FM/DL/All)

No comments or additions were made to the draft minutes of the June 14 meeting.

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

DL tasked FM with sending a poll out to select day and time of the next meeting during August 12 – August 16, 2019.

3. Bylaws (MH/DL/KR)

Prior to the meeting, DL discussed revising the entire bylaws with MH. MH would like the original word document to incorporate changes DL has made on the pdf version of the bylaws. DL asked FM to check with ML or JFB for the original document. BO also indicated that he has two versions of the bylaws in word format (one of the documents include “Kansas” in the document title, the other includes “Missouri”).

DL tasked KR with posting the revised bylaws on web site. KR will also send out an email to to inform the society that the revision of the bylaws regarding the term of the members were

accepted. This email will also include a call for student/post-doc nomination since both issues are related.

4. ACNS 2020 (DL/PG)

The dates were changed to July 12-16.

Graphics for the meeting have been proposed.

DOE proposal: PG had not reach out to Thiyaga at the time of the meeting. DL indicated she would discuss with Thiyaga at the BESAC meeting to be held that week and would ask for a timeline (in an email sent on July 12, DL informed PG that Thiyaga would like for the proposal to be submitted early January).

While proposals from previous years will provide a good starting point, DL indicated that participation of students and diversity will need to be addressed to a greater extent in the ANCS2020 proposal. For example, DL noted that the ACNS plenary speakers are rarely female scientists and that the representation of woman scientists is also low among the invited speakers.

DL was at ORNL during the weeks preceding the meeting. DL discuss with CS the possibility for ORNL to host a separate session for STS during ACNS2020. ORNL asked for a regular session during the meeting not for a session on the Sunday before. DL does not see issues as there should be regular time slots available. For example, the “Neutron Physics” session is not typically a full session. ORNL indicated it would pay for any expenses associated with that session.

PG mentioned that DK (MRS) had raised a concern during the first ACNS planning meeting regarding the limited number of available meeting rooms and whether that would affect the possibility to host an additional session.

DL tasked FM to inform CS/ORNL of the new tentative dates (Meilleur did so by email following the meeting).

5. Donation to the society (BO/PG)

This item was taken off the agenda as the donor is still to call DL/BO.

6. Treasury/Communications/Membership officer updates (BO/KR/NR)

Treasury: no update

Membership: no update

Communication: KR indicated that the Neutron News article had been submitted. KR thanks everyone for their contributions.

7. AOB

AH is moving to the University of British Columbia - AH will now serve as the Canadian liaison. DL tasked FM to thank CW for serving as the member-at-large representing the Canadian neutron scattering community on the NSSA executive committee (FM did so by email following the meeting).

DL asked KR to put out a call for grad/post-doc for nomination as we need to add one grad student/post-doc to the committee now that AH has transitioned to member-at-large. While the community will nominate potential candidates, there will not be an election, the executive committee will make the decision and invite a student/pot-doc to join the committee. DL discussed the question of how to maintain continuity during committee change – half of the committee will change in January 2021 after elections in November 2020. DL received suggestions from STV such as setting up a cloud account or a Dropbox. These folders would include materials needed by the different committee members including but not limited to tutorials for the next communication/treasury/membership secretaries, society secretary, ACNS organizer, but also letters sent to congress, etc. DL tasked FM to look into iCloud and/or other possibilities.

Action items

Item Number	Person Responsible	Action item	Agenda date (mo/yr)	Agenda Item # for next meeting
1	FM/All	Select next meeting date/time by Doodle Poll.	07/2019	2
2	PG/DL	Update on ACNS2020: - DOE proposal due date	07/2019	3
3	KR	Email to society: - revised bylaws approved - call for student/post-doc nomination	07/2019	4/5
4	FM	Word document of the bylaws	07/2019	4
5	FM	Repository for NSSA ex. Com. documents	07/2019	6