

**NSSA Executive Committee Meeting  
03/01/2019**

**Flora Meilleur (secretary) 03/25/19**

**Present:**

Peter Gehring (PG)  
Alannah Hallas (AH)  
Brian Josey (BJ)  
Despina Louca (DL)  
Flora Meilleur (FM)  
Kate Ross (KR)  
Nancy Ross (NR)  
Matthew Helgeson (MH)  
Brad Olsen (BO)  
Chris Wiebe (CW)

**Absent:**

**Agenda:**

- 1) Adoption of minutes (FM/DL/All)
- 2) Date for next call (DL/FM/All)
- 3) Proposed bylaw changes (MH/DL/All)
  - 3a. Revision of the bylaws (DL/MH/All)
- 4) Upcoming conference sponsorships (DL/All)
  - 4a. MRS F19 (YZ, University of Illinois at Urbana-Champaign)
- 5) ACNS 2020 (DL/PG)
  - 5a. Suggestion for 2<sup>nd</sup> Local committee chair organizer
  - 5b. Suggestion for programming chairs (2)
  - 5c. University of Colorado Boulder conference service
- 6) Donation to the society (BO/PG)
- 7) Treasury/Communications/Membership officer updates (BO/KR/NR)
  - 7a. Proceeds from ACNS 2018
  - 7b. Poster (KR)
  - 7c. Neutron News articles on NSSA Prizes and 2018 ACNS (KR)
- 8) AOB

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

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

The minutes from 02/06/19 were presented and were adopted.

**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 March 27-29, 2019.

### 3. Proposed bylaw changes (DL)

In preparation for the meeting, MH emailed the following bylaws section regarding the procedures for amending the document:

**Section 2.6: Quorum and Vote for Action.** At all meetings, the presence in person or by proxy of ***at least five percent (5%) of the total membership of the Corporation will constitute a quorum***. Members voting by mail, facsimile, telephone, or email shall be deemed present for purposes of the quorum requirements. All actions and decisions will require an affirmative vote of a majority of the quorum.

**Section 10.1: Articles of Incorporation/Bylaws.** The Articles of Incorporation of the Corporation and/or these Bylaws may from time to time be amended, altered, or repealed and new provisions may be adopted ***(a) at a meeting of the Board of Directors or by unanimous written consent of the Board of Directors AND (b) upon submission to the membership for consideration, approval by two-thirds of the votes cast***. Notice must be given of the meeting at which an amendment to the Articles of Incorporation and/or the Bylaws is to be approved and such notice must be accompanied by a copy or summary of the proposed amendment or state its general nature.

According to the bylaws, in order to amend the text, 5% of the membership must review the changes and vote to accept the changes.

The committee discussed a series of amendments to be made which fall in three categories:

- 1) Member-at-large and treasurer terms
- 2) Inconsistency with current practices
- 3) Out-dated terminology

The committee decided to only submit the changes regarding the member-at-large and treasurer terms to a vote for now. KR informed the committee that the cost of organizing a vote is \$ 200. BO confirmed that this can be paid for.

DL proposed to present the other changes (2 and 3 above) to the members during ACNS 2020 and to organize a vote then.

### 4. Upcoming conference sponsorships (DL)

MRS F19: a decision on supporting MRS F19 is postponed until more information is available on the status of the MRS F19 fund raising.

### 5. ACNS 2020 (DL/PG)

#### Finances:

DL summarized some of the financial issues with ACNS 2018 including no support from Canada, a restricted DOE grant and issues with support from ORNL.

Other financial items discussed included 1) including the prizes in the conference organization (MRS) cost, 2) registration fee (\$600 should be the upper limit for a 4-day meeting), 3) best use of funds (e.g. amount spent on food), 4) ability to pay for bills prior to the meeting if using another company, e.g. Simply Vintage and 5) getting information for the University of Colorado conference service.

#### Programming chairs:

The committee suggested several potential chairs considering geographical and scientific balance. On March 7, DL informed the committee that John Tranquada from BNL and Lilo Pozzo from UW have agreed to be program chairs for ANCNS 2020.

Local committee chairs:

Dmitry Reznik and Steven DeCaluwe will serve as local committee chairs.

Organization:

PW shared time line of organizational actions with PG.

Meeting dates should be fixed asap as venues need to be booked 2 years in advance.

Tentative dates: May 30 – June 4, 2020.

Other:

MH mentioned the importance of maintaining industry engagement.

**6. Donation to the society (BO/PG)**

Postponed to next meeting

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

7a. Proceeds from ACNS 2018

This item was postponed to the next meeting.

7.b. poster

KR emailed an updated version of the poster prior to the meeting.

It was agreed that KR and FM would email the poster to NIST and ORNL, respectively, and ask for it to be displayed in user areas.

7c. Neutron News article on NSSA Prizes and ACNS 2018

KR followed up with KP who will contribute to the write up of the article. KR requested members of the committee to contribute by writing up talks they attended.

Membership update: No new updates

**8. AOB**

DL discussed sending a letter to Harriet Kung with Paul Langan to express the society's support to HFIR.

DL circulated the letter to the committee on March 4 by email. The letter was sent prior to the BESAC meeting on March 7.

## 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.	03/2019	2
2	MH/KR	Bylaws: 1. aggregate the urgent/pressing changes 2. organize vote	03/2019	3
3	PG/DL	ACNS2020: 1. Meeting dates 2. Information from Simply Vintage 3. Clarify what the University of Colorado Boulder Conference service can support and how it can interface with the MRS.	03/2019	4
4	All	Conference sponsorship: a. MRS F2019 b. QENS	03/2019	6
5	BO/PG	BO to clarify the rules regarding donation to the society	03/2019	7
6	BO	Update on the status of the transfer of proceeds from ACNS 2018	03/2019	5
7	KR	Neutron News article on NSSA prizes and 2018 ACNS.	04/2019	8
8	NR	Update email list using conference attendee list (if possible)	01/2019	8