

Minutes of the MAS Winter 2007 Council Conference Call
February 6, 2007

Present: Paul Kotula (president, PK) Raynald Gauvin (past-president, RG), Ian Anderson (president-elect, IA), Jim McGee (Treasurer, JM), Valerie Woodward (Secretary, VW), Lou Germinario (Director, LG), Dan Kremser (Director, DK), John Fournelle (Director, JF), Masashi Watanabe (Director, MW), Luke Brewer (Director, LB), Kristin Bunker (Director, KB), Ed Vicenzi (MAS Program Chair M&M 2007 EV), Lou Ross (Membership, LR), John Henry Scott (Computer Activities/Web, JHS), Paul carpenter (Long Range Planning, PC), Charlie Lyman (Publications, CL)

Other contributors (not present): Cathy Johnson (CJ), Joe Michael (JRM)

NEW ACTION ITEMS

ACTION ITEM: McGee – obtain paperwork to make Kotula and Michael the signatories for the Schwab account.

ACTION ITEM: Ross – draft a thank-you letter to any donor to the discretionary funds that will include tax-deductible statement.

ACTION ITEM: Several – revamp Computer Activities Committee (CAC) into two non-exclusive subcommittees for web maintenance and web content. Web maintenance subcommittee is Wight, Brewer and periodically Scott; web content subcommittee is Anderson, Brewer and Bunker (and generically president-elect and first-year directors).

ACTION ITEM: Web content subcommittee and others as noted – ping on committee chairs and officers for descriptive paragraphs to jump start web content; work with Ryna to transfer MicroNews to a timely, current events section of the web site; Ross work with subcommittee to make honorary members a more recognizable link on the web site, and possibly add photographs.

ACTION ITEM: Woodward – finish 2006 business meeting minutes and submit to web maintenance subcommittee for web posting. *COMPLETE*

ACTION ITEM: Kotula – ping Hlava for AReS report. *COMPLETE – report submitted*

ACTION ITEM: Kotula – ask Peter Duncumb to either present the inaugural Duncumb award to David Williams at M&M 2007 or send a commemorative letter for the occasion.

ACTION ITEM: Vicenzi and Scott – refine the list of best paper award nominees and present to Council. *COMPLETE*

ACTION ITEM: Anderson – send his mechanism for best paper nominations to Council as a template for future outgoing directors. *COMPLETE*

ACTION ITEM: Germinario, Kremser and Vicenzi – emphasize/remind/follow-up with 2007 Symposium Chairs the need to submit recommendations for Best Paper Awards.

ACTION ITEM: McGee – based on several motions and lengthy discussion, obtain a one-year, \$1MM liability policy to cover society until we can obtain legal clarification of the types and amounts of coverage we require.

ACTION ITEM: Web maintenance subcommittee (Wight, Brewer, periodically Scott) investigate proposal for online membership renewal and balloting and report to Council by May 1, 2007 in preparation for presentation to the membership at the M&M 2007 business meeting.

ACTION ITEM: Kotula – form a bylaws review committee. *COMPLETE – Carpenter chair, Kotula and Bunker members.*

ACTION ITEM: Scott – provide a Wiki that would allow MAS members to upload content for the web site. This would require an additional \$25.00 added to the WWW Maintenance line item on the budget, increasing the allotted amount from \$240.00 to \$265.00.

ACTION ITEM: Ross – obtain an up-to-date membership database in Excel format from Thompson and provide to web maintenance subcommittee (to figure out how to make it web-accessible but safe) and to McGee for his files.

ACTION ITEM: Kotula – solicit a proposal from Greg Meeker for renaming the Potter Fund to the Chodos Fund.

ACTION ITEM: Fournelle, Michael, McGee – discuss timing for 2008 topical conferences on EBSD, 3D Microanalysis.

ACTION ITEM: Russell – poll microanalysis faculty re: how MAS can best support students, i.e., what would encourage a faculty member to bring students to a national or regional meeting (besides registration and travel funding). Ask Musselman if she would be willing to help him on this initiative.

ACTION ITEM: Kotula – ask Dale Newbury to make presentation about the contributions of James Hillier at the 2007 business meeting.

NEW MOTIONS

To approve Secretary's report with corrections	Approved
To initiate \$1MM insurance policy for 2007 and obtain clarification on types of coverages available before the next premium payment is due	Approved
To approve the budget	Approved

Meeting called to order by PK at 10:04 a.m.

Paul welcomed everyone and presented the most important topics for today's discussion.

Secretary's Report – VW

Corrections to SC 2006 minutes and action items: in JM's action item, change Nanoanalysis to 3-D Microanalysis; Eric Samuel Award deferred to another meeting.

Reviewed old and new action items and all are complete, have been tabled or have been changed in intent to new ones.

JM asked about the action item regarding new signatories for the Schwab account; there has been none, which led to a new action item.

ACTION ITEM: McGee – obtain paperwork to make Kotula and Michael the signatories for the Schwab account.

NEW MOTION: to approve secretary's report with corrections; JM moved, DK seconded, approved.

Membership Committee – LR

PK asked LR if MAS could send thank yous to the emeritus members for donations to the different discretionary funds.

ACTION ITEM: Ross – draft a thank-you letter to any donor to the discretionary funds that will include tax-deductible statement.

LR suggested that MAS members should receive the first announcements for the MAS-TCs. He also suggested that MAS members obtain reduced registration for the TCs.

JHS noted that any TC hosted by NIST could not offer reduced registration.

LR said that several honorary members were unhappy that the honorary member section of the web site wasn't more visible.

ACTION ITEM: as part of the web content initiative, LR will work with the subcommittee to make honorary members a more recognizable link on the web site, and possibly add photographs.

JM asked how much activity occurs on the membership e-mail and phone servers. LR stated 1-2 phone calls/month and 4-5 e-mails/month. LR also thinks that there are not a lot of inquiries going to Thompson. He has already forwarded all incoming 800 calls to his office and will have the e-mails forwarded to his office as well.

JM asked about the provenance of the 2007 "non-renew" list. LR stated that list was based on 2006 members who did not renew for 2007. JM questioned the value of a

non-renew list in January; LR wants to split the TC notice into those who paid already (with a thank you for renewing) and those who haven't (with a reminder to pay).

JM noted that any inquiry that Thompson receives is billed to us; we are billed quarterly with a list of all e-mail and phone questions.

Sustaining Members – PK for CJ

PK thanked CJ for submissions of vendor application examples for the website. Group did not understand why the supplied Zeiss example was considered "bad."

PK suggested that we post disclaimers for vendor-supplied content.

LB mentioned that he was having trouble with the link to the JEOL site from our website. JHS said that the Computer Activities Committee always checks the links before posting.

Computer Activities Committee (CAC) - several

PK said we are all remiss in submitting web content.

JHS noted that he is not a member of the CAC.

JM asked that we name two members to the CAC with the following responsibilities: one as a liaison to Council and another to edit web content during this phone call. PK volunteered to help with web content. EV said he would be available to help with some issues sporadically. JHS noted that he has some ideas about content.

EV asked if the meeting minutes and action items should be posted on the website.

ACTION ITEM: Several – revamp Computer Activities Committee (CAC) into two non-exclusive subcommittees for web maintenance and web content. Web maintenance subcommittee is Wight, Brewer and periodically Scott; web content subcommittee is Anderson, Brewer and Bunker (and generically president-elect and first-year directors).

ACTION ITEM: Web content subcommittee and others as noted – ping on committee chairs and officers for descriptive paragraphs to jump start web content; work with Ryna to transfer MicroNews to a timely, current events section of the web site; Ross work with subcommittee to make honorary members a more recognizable link on the web site, and possibly add photographs.

ACTON ITEM: Woodward – finish 2006 business meeting minutes and submit to web maintenance subcommittee for web posting.

Publications – CL

CL announced that there will be a new editor-in-chief of M&M in 2009.

CL announced that there will be a special issue in 2007 on Aberration Correction and SEM Analysis.

PK said from his viewpoint that M&M was doing very well and commended CL for bringing the journal to a position of prominence. This sentiment was seconded by the rest of the conferees.

There was no MicroNews report.

JM asked is MicroNews was germane now that the website was going to be improved. He suggested merging MicroNews into the CAC.

LB noted that the Materials Research Society send an e-mail to its members with a link to the MRS website and newsletters.

EV and PK suggested that new directors (LB, KB) bring an example of the MRS-type alert to SC 2007.

JHS suggested that Council make web editor an ex-officio assignment for the incoming directors.

VW asked if we could set up alerts on the website; JHS said we have that capability and more.

JM asked if the new committee was going to replace MicroNews; JHS, EV and IA said they would check with Ryna regarding her feeling about merging MicroNews with the website.

AReS – PK for PFH

No report at this time.

ACTION ITEM: Kotula – ping Hlava for AReS report.

Awards Committee – PK, JF, MW, IA (generically president, two midterm directors, president-elect)

PK Presidential Awards: Science to Richard Leapman. It will be presented at the Somlyo Symposium. Service to Paul Carpenter.

KFJ Heinrich Award to Gianluigi Botton if he is in the proper age group. If not, Paul has alternatives.

(Peter) Duncumb Award for Excellence in Microanalysis – IA noted that this award should note that awardee's influence on the field but should also recognize the awardee's achievement in the multiple areas of science, service, education and leadership in the field as well. This award was originally proposed by PGT as the PGT Award for Excellence in Microanalysis (now Bruker AXS). Dave Williams is the inaugural nominee. Peter Duncumb's seminal contribution was the interfacing of the spectrometer to the TEM. PK will ask Peter Duncumb to present the award.

ACTION ITEM: Kotula – ask Peter Duncumb to either present the inaugural Duncumb award to David Williams at M&M 2007 or send a commemorative letter for the occasion.

Best Paper Awards (EV, JHS) – EV said that nominations were collected via providing a short form to symposium chairs; they only received 6 back. The rest of the nominations were from EV and JHS listening to talks and some self-nominations.

JHS said there is a disconnect between how we identify the nominees and how we select them. He wonders if the submissions are representative and if we have missed some good papers. He also noted that many recipients are not present at the MAS Presidential Happening to receive their awards. He recommends that we focus, not expand the awards.

EV said we should not feel compelled to issue paper awards each year if we do not feel there are worthy nominees.

ACTION ITEM: Vicenzi and Scott – refine the list of best paper award nominees and present to Council.

LB noted that he made certain to submit his nominations, and that the onus should be placed on symposium organizers. He felt part of their responsibility as organizers should be to submit best papers from their sessions, and then have Council vote on the submissions.

ACTION ITEM: Anderson – send his mechanism for best paper nominations to Council as a template for future outgoing directors.

ACTION ITEM: Germinario, Kremser and Vicenzi – emphasize/remind/follow-up with 2007 Symposium Chairs the need to submit recommendations for Best Paper Awards.

Society Finances and Modernization – JM leader; all

JM presented the 2006 annual report and noted the following:

We are almost balanced

Member dues are down

There is a serious lag in receiving the income from M&M 2006; we just received \$3400 from the 2005 meeting. He noted that the 2—6 meeting made money and we should be getting some income from it.

Fiori and Potter fund contributions are up

We are ~\$10K below projected income

We are ~\$10K below projected expenses, but that does not include some bills that are delayed.

So far, net \$384.00 loss. JM reiterated that we have to do a better job at controlling expenses and making projections.

Gordon Cleaver decided to stay with Schwab to manage our investments. We still need to obtain two new signatories for the account.

JM reviewed our liability insurance and did not feel the coverage was appropriate. He has obtained a quote and is still investigating whether we are covered at the national meeting for physical damage, etc.

An initial motion was made for JM to purchase the insurance noted above (\$950.00 premium) for \$1MM indemnity coverage to replace the existing policy (JF moved, IA seconded). Discussion ensued. PC asked what was the basis for \$1MM coverage – assets, property damage, mismanagement of organization, recommendations by organization, etc. EV asked if there was a policy with a lower premium that was more suited to our assets. PK replied that the coverage should not be just our assets, but also intangibles. JHS asked if with incorporation the officers were personally liable beyond what insurance would cover. PC asked if we were a limited liability corporation (LLC). EV felt that we should have a legal opinion before we move forward.

Motion was removed.

ACTION ITEM: McGee – based on several motions and lengthy discussion, obtain a one-year, \$1MM liability policy to cover society until we can obtain legal clarification of the types and amounts of coverage we require.

Several conferees noted that until the action occurs we are uncovered, and that could pose a serious problem. This led to a new motion:

NEW MOTION: To initiate \$1MM insurance policy for 2007 and obtain clarification on types of coverages available before the next premium payment is due; JF moved, IA seconded, approved.

PC asked about past liabilities. JM said he would check the wording to be certain that past officers are covered.

The budget approval was tabled to the end of the teleconference.

JM had discussions with Thompson and felt that the services seem inefficient with respect to member activities and receipt and tracking of payments. JM has purchased QuickBooks for computerized ledger maintenance. He believes we could reduce office expenses to ~\$1K if we modernize.

Online membership renewal items:

JHS – so far PayPal looks good. He wants to know if we want to pay someone to do this for us or do it within the society.

JM and JHS said it is expensive to keep out database as it is and JM recommended that we extract it from Thompson. LR is agreeable with that.

JHS asked what we had to do with MAS by-laws to allow electronic voting. He asked if we have to publish the changes ahead of time and vote on them at the business meeting.

It was noted that a quorum at a Council meeting is 6 voting members including one of the presidents, and quorum at the business meeting was not less than 35 members.

ACTION ITEM: Web maintenance subcommittee (Wight, Brewer) investigate proposal for online membership renewal and balloting and report to Council by May 1, 2007 in preparation for presentation to the membership at the M&M 2007 business meeting.

ACTION ITEM: Kotula – form a bylaws review committee.

JHS requested temporary permission to move MAS content to a WIKI and to purchase a new domain for 25.00. This was okayed by acclimation.

ACTION ITEM: Scott – provide a Wiki that would allow MAS members to upload content for the web site. This would require an additional \$25.00 added to the WWW Maintenance line item on the budget, increasing the allotted amount from \$240.00 to \$265.00.

LR will send the newest database to JHS and JHS will send a link to it to the Council.

ACTION ITEM: Ross – obtain an up-to-date membership database in Excel format from Thompson and provide to web maintenance subcommittee (to figure out how to make it web-accessible but safe) and to McGee for his files.

Meetings and Student Initiatives – many

PK – M&M was successful with ~200 students and 900+ papers. MAS will likely see \$3-7K income.

EV – everything presented in his report

JRM – IUMAS has no program developed at this time. He asked for us to commit funds of \$1500 each for 2 students. It was asked if we could use Potter funds for this, and by acclimation the answer was yes. Discussion ensued and it was decided to leave the funding at \$3K total, with \$1.5K each for 2 students.

PC asked if we would consider renaming the Potter Fund to the Chodos Fund and remove the Mountain States restriction for usage.

ACTION ITEM: Kotula – solicit a proposal from Greg Meeker for renaming the Potter Fund to the Chodos Fund.

JF asked if we could ask the sustaining members to increase their contributions in order to cover student travel. JM suggested that we re-direct some of the paper award monies (with sustaining member approval) to support student travel.

By acclimation, we will support two student presenters at IUMAS at \$1500 each and the monies will come from the Potter Fund. PK will make the decision on the applicants.

Topical Conferences:

Hyperspectral Imaging is ~ ½ way to the pre-registration numbers but is short of the 20% goal for student attendees. MAS sponsorship is to be used to waive student registration fees. We have \$2K budgeted, but if the goal is not met, we will contribute a pro-rated amount.

3D Microanalysis – JRM, JF and JM will discuss the timing for these.

ACTION ITEM: Fournelle, Michael, McGee – discuss timing for 2008 topical conferences on EBSD, 3D Microanalysis.

Electron Probe Microanalysis 2009 – is not yet in the planning stages

LB suggested we consider AEM- or TEM-based microanalysis or EFTEM or EELS as future TC subjects.

IA noted that he was chairing a MSA Focused Interest Group (FIG) on Aberration Corrected Microanalysis. He said that M. Varela wants to have a TC bridging theory and practice of EEL but it might be too specialized. LB and IA will discuss this outside of the teleconference.

PK commended JF for his initiative and innovative ways of promoting student involvement in and attendance at TCs, meetings, journals, etc. via multiple venues (AGU, local meetings, etc.).

LB asked if the Education Committee could poll the microanalysis faculty members on how MAS can best support students and what would encourage them to bring a student to a meeting.

ACTION ITEM: Russell – poll microanalysis faculty re: how MAS can best support students, i.e., what would encourage a faculty member to bring students to a national or regional meeting (besides registration and travel funding). Ask Musselman if she would be willing to help him on this initiative.

PC suggested that we canvass the societies that are regional to each year's M&M meeting for what would get their students to attend the meeting since travel would not be an issue.

Budget – JM

PC suggested that if MSA increased dues then MAS should do the same. There was some confusion whether MSA did have a dues increase.

JM feels that MAS dues are lower than they should be and that they should be raised, but not now.

JM noted that the \$3K IUMAS support was not in the budget but determined it could come from the Potter Fund.

JM noted that he had an invoice for a 2006 Tour Speaker that was not yet posted. He asked if we needed to reduce or limit the Tour Speaker budget. By acclamation, the answer was no.

Students are funded for the 2007 M&M meeting at \$7200; this was met by kudos from everyone.

JM put \$3K in the income from 2006 M&M.

NEW MOTION: to approve the budget; RG moved, IA seconded, approved.

New Business – all

PC asked if we could honor James Hillier with a quant session. Discussion ensued; IA suggested that we ask Dale Newbury to speak about James Hillier at the business meeting and gauge the membership's feeling about having a named session.

ACTION ITEM: Kotula – ask Dale Newbury to make presentation about the contributions of James Hillier at the 2007 business meeting.

JM asked if the Duncumb Award is a pass-through or will Bruker write the check directly to the recipient. There was no response.

The meeting was adjourned at 12:18 p.m. by PK.

Respectfully submitted,

Valerie Woodward
Secretary