

Minutes of the 2008 MAS Summer Council Meeting
Sunday, August 3, 2008 8:00 am – 5:00 pm
Ruidoso Room, Albuquerque Convention Center

Attendance:

Ian M Anderson	President (2007-2008)
Cathy Johnson	President-Elect (2008-2009)
Paul G. Kotula	Past President (2007-2008)
James J. McGee	Treasurer (2007-2008)
Scott D. Davilla	Secretary (2008-2009)
Masashi Watanabe	Director (2006-2008)
John Fournelle	Director (2006-2008) / Archivist (2007-2010)
Luke N. Brewer	Director (2007-2009)
Kristin L. Bunker	Director (2007-2009)
Stuart McKernan	Director (2008-2010)
Nicholas Ritchie	Director (2008-2010)
Gordon Cleaver	Finance Committee (2007-2010)
Dan Kremser	Membership Services (2008-2011)
Lou Ross	Sustaining Membership (2008-2011)
Charles Lyman	Microscopy & Microanalysis Journal Editor-in-Chief
Ryna Marinenko	Editor of MicroNews (2006-2009)
Paul Hlava	Affiliated Regional Societies & Tour Speakers (2007-2010)
Paul Carpenter	Strategic Planning (2008-2011)
Scott Wight	Computer Activities (2006-2009)
Phillip E. Russell	Education (2006-2009)
Joe Michael	International Liaison (2006-2009)
Vernon Robertson	Corporate Liaison (2007-2010)
Craig Schwandt	Program Chair, Microanalysis of Particles (Particles 2009)
Heather A. Lowers	member
John Henry Scott	member

New Action Items:

SC_2008-001 - Jim McGee follow up on ramification on changing language of bylaws. And verify the correctness of the date in the dissolution section (1986 vs 1954).

SC_2008_002 - Cathy Johnson, with the assistance of the past president and president elect, will approach Nichole Guy and MAS council with this question as to where 2014 will be held. What the options for 2014 are likely to be and the possibility of IUMAS joint meeting.

New Motions:

Motion: approve the new members since August 2007.

- Paul Kotula moves, seconded by Luke Brewer
- discussion, spelling error number 1525 is Vincent Smentkowski, motion approved.

Motion: approve the 2008 Nominating Committee.

- Paul Kotula moves, seconded by John Fournelle
- discussion, none. motion approved.

Motion: approve the membership of Strategic Planning Committee.

- Stuart McKernan moves, seconded by Nicholas Ritchie
- discussion, none, motion approved.

Motion: approve the membership of Membership Services Committee.

- Jim McGee moves, seconded by Masashi Watanabe
- discussion, none, motion approved.

Motion: approve amended Secretary's Report.

- Paul Carpenter moves, seconded by Stuart McKernan
- discussion, none, motion approved.

Motion: approve amended Treasurers Report.

- Scott Davilla moves, seconded by Luke Brewer
- discussion, none, motion approved.

Motion: adjourn the meeting (4:58 pm)

- Scott Davilla moves, seconded by Nicholas Ritchie
- discussion, none, motion approved.

The meeting was called to order at 8:00 am by Ian Anderson, a quorum was present.

Secretary's Report – (Scott Davilla)

- There were several corrections to the Winter 2008 minutes and action items.
- Review of Past Action Items: (see Appendix I – Action Items)

Approval of the Secretary's Report was deferred until the report was revised and could be reviewed.

Treasurer's Report – (Jim McGee)

- Update and reminder that most functions have been extracted from the accountant's office except for the annual tax preparation and auditing of the tax preparations. As the accountant's office is downsizing, the last two items are taking longer to complete. In the future we need to be keep in mind the possibility of handling these items if they shutdown.
- On-line banking is setup and working very well. The PayPal account is working great. There is also an account link to dues. Topical workshops that need a bank

account can use the PayPal account. Two MAS accounts, the permanent funds account and the PayPal account are kept separate.

- EBDS TC and future TC workshops. For better efficiency needs to be a local financial rep on the local arrangements of the workshops. Supplied approx \$2,000 in support for EBDS.

Discussion:

There was a question about waved dues during EBSD TC and no dues were waved in dues collections, wasn't enough to cover those dues that were received.

Financial investments:

- Report deferred until arrival of Gordon Cleaver.
- John Small resigned from Finance. So three down to two members.

Revised Bylaws:

- Needs correction regarding dissolution section regarding the date.

Action Item - SC_2008-001

Jim McGee to follow up on ramification on changing language of bylaws. And verify the correctness of the date in the dissolution section (1986 vs 1954).

Budget status:

- \$25,000 income expected from M&M 2007 co-sponsor share.
- Including \$1,000 Chodos Fund match, paid sustaining members, Journal subscriptions and Schwab dividends, total income to date \$35,923.

Discussion:

- There were questions about the funding of new memberships from the EBDS TC. Funding came from the Potter fund which is non-designated. An accounting issue was raised regarding the \$960 difference in income vs expenses regarding EBDS TC. It was decided that these funds would be treated as dues receipts and the budget section revised.

Approval of the Treasurer's Report was deferred until the report was revised and could be reviewed.

Committee Report – Membership Services (Lou Ross)

- Have begun Membership Services change over to Dan Kremser.
- 42 new regular members, 36 student members, overall membership 375 -> 441.

Motion: approve new members since August 2007.

- Paul Kotula moves, seconded by Luke Brewer
- discussion, spelling error regarding number 1525 - Vincent Smentkowski
- motion approved.

Committee Report – Sustaining Membership (Cathy Johnson)

- No change in number of Sustaining Members.
- Breakfast moved to Thursday. Invite to breakfast was not sent, the meeting manager didn't know they were supposed to handle this item, will be addressed.
- Still a few discrepancies with the point system to be addressed.
- Starting transition of Sustaining Membership duties to Lou Ross.

Committee Report – Computer Activities (Scott Wight, Luke Brewer)

- On-line voting went well.

Discussion:

- Concern of email going into “junk” mailboxes and that's something we have to be careful about during the on-line election.
- On-line dues payment looks good.

Committee Report – Publications

Microscopy & Microanalysis (Charles Lyman)

- Five papers submitted in July, largest number ever.
- The submission rate is very good.
- Time between submission and publication is very rapid, two papers in the August issue were submitted in March 2008.
- Effective January 1st, is retiring as Editor-and-Chief and Microanalysis editor, Bob Price will take over as Editor-and-Chief of Microscopy & Microanalysis and John Mansfield will take as Microanalysis Editor.
- Cambridge University Press has new managing editor, Aaron Johnson.
- Seeing more submissions in Microanalysis of the journal, several papers on WDS.
- Half a dozen unsolicited papers from Atom Probe Tomography.

MicroNews (Ryna Marinenko)

- No report as what happened in MicroNews is on the web.
- Fairly simple now to put it together but getting the contributors to send things is difficult.

Discussion:

- An annual news letter should be on a regular time table so we know our contributions are due and that is that is something that enters strategic planning.

Committee Report – Tour Speakers (Paul Hlava)

- Three Rivers Society will be taking over the Instrumental Society of Pittsburgh.
- Most popular speaker was our biology speaker Robert Simmons.
- Will be contacting all societies to make sure that their web information is correct.
- Still looking into status of Philadelphia Microscopy Society.

Archivist Report – (John Fournelle)

- Going through 13 boxes of material with Jim McGee to come up with recommendation of what kinds of things should we archive.
- Working with MSA archivist (Mike Marko) about coordinating efforts.
- Some items have already been scanned for posting on the website.
- Lots of gems including oral interviews.

Strategic Planning (Paul Carpenter)

The purpose of this exercise was to take a much broader look at our society and its mission and what we should be doing. To be proactive not reactive through the formulation of strategic issues. What is MAS, who are our members, how to gain members. membership is declining, budget funds are declining in value. Several questions were presented:

What is the Society Mission?

What basic things can we do to address our mission?

Beyond our wildest dreams: what would our mission look like?

Finance Committee Report (Gordon Cleaver)

- Balances showing the numbers that council voted some years ago
- Recommends as much as 30 percent of the society's funds into mutual funds
- Present holding is in Ginnie Mae, essentially government protected stuff
- Added about \$128,000 to the Ginnie Mae fund and about \$30,000 cash in CD's.
- Recommended leaving John Small on the committee, it costs nothing and he's already there.
- Takes a year to add a signature, so council should starting thinking ahead.
- Down about \$7,000 a year in income.

Discussion:

- Concerns about sustained financial growth and causing more over head and becoming business related which is contradictory to wanting to concentrate on science not be the business.
- Possible additional source of funds would be to develop a trust fund aimed at wills, estate planning, bequeathing to the society and use the interest every year for our activities.
- Question of non-profit organization status and what the means regarding budget surplus. As long as any proceeds is put back into the mission, should be ok.
- Concern about emphasizing the need to have a surplus, we have portfolio of activities. Some of them make money and it can be used to fund activities that don't but which are equally important to fulfilling our mission.
- Are assets being depleted? We have \$160,000 is assets and not depleting the principal but utilizing the interest. In the past we were depleting the principal but not in recent years.
- Suggestion of a Saturday activity in 2009 to address issues.

Committee Appointments (Ian Anderson)

Nominating Committee:

Motion: approve the 2008 Nominating Committee:

Chair : Cathy Johnson

Senior Directors: John Fournelle, and Masashi Watanabe

Members: Paul Hlava and Inga Mussleman

- Paul Kotula moves, seconded by John Fournelle
- discussion, none.
- motion approved after a quorum check (10 out of 11 present, six required).

Strategic Planning Committee:

Motion: approve the membership of Strategic Planning Committee, for the term of office 2008-2011 as submitted by Paul Carpenter, Chair:

Members: John Fournelle, Tom Huber, Dan Kremser, Heather Lowers and John Henry Scott

- Stuart McKernan moves, seconded by Nicholas Ritchie
- discussion, none.
- motion approved.

Membership Services:

Motion: approve the membership of Membership Services Committee, for the term of office 2008-2011, as submitted by Dan Kremser, Chair:

Members: Heather Lowers

- Jim McGee moves, seconded by Masashi Watanabe.
- discussion, none.
- motion approved.

Meetings

EBSO 2008 (John Fournelle)

- Pretty good success; over one hundred people attended, one-third of them were students
- Most of the people were not members of MAS and had never been to an MAS event
- \$25,000 budget, close to break even on income which included NSF funding.
- Participants urged MAS to hold a follow TC on EBSO in 2010.
- On-line registrations very successful, should be used in the future.
- Marketing of MAS using tee shirt/tote bag/ mug.

Suggestions/comments for future TCs

- MAS council should provide guidance in selecting topics for future TCs, particularly ones allowing us to attract and obtain new members.
- Plan on how to deal with "too much success." EBSO 2008 had too much success and had to turn away some, basically favored students to enhance the student enrollment.
- Local organizers should have financial responsibility/account with ability to write checks/pay bills

- View point was that TCs are for education and should not be major sources of revenue. So breaking even was the goal.
- Suggest MAS commit now to holding an EBSD TC in 2010 with size aimed at 120 max.
- Surveys using Survey Monkey. 42% of students positive on having funding available.

Discussion:

EBSD TC was very timely, there was a lot of interest. Almost all attendees indicated they would return in 2010. Also good response from vendor segments. Need database structures as much time and effort was spend organizing meeting components. Better communications (email, scheduling). Also not bound by M&M rules about commercialization so can integrate vendors into the program and the demos. Most successful membership recruitment with 50 new members.

- Tracking new members gained by EBSD TC. Help to understand membership retention and to gain interest in other TC.
- Subjects for new TCs. How can we target high interest areas (for example CL) and recommend them for future TC. Use strategic planning committee to research beneficial topics, identify potential organizers and make recommendations. Be more proactive and actively seek topical conference topics. Use Survey Monkey to survey topics of interest.
- Recommendation to assemble as list of 10 possible topics for future TC and use Survey Monkey solicit additional topics.

M&M 2008:

MAS co-chair (Paul Carpenter):

- Good MAS coverage with regard to program content.
- Possibly too many sessions and had to wrangle with the arrangement of the symposium.
- Having a MAS person as the program chair worked out very well.
- Presenting more specific sessions instead of a general quantitative x-ray microanalysis session seemed to generate very strong presence of topics and involved more people in chairing sessions and other presentations of scientific content.

Program Chair (John Henry Scott):

- The size and shape of the meetings were very similar to past years. 808 papers, a number of late breaking posters, concern about economy limiting attendances.
- (PC) pre-meeting week by week updates from meeting management (Nicole Guy) enable monitoring number of people registered, kind of registrations and financial status.
- Critical to get the meeting functioning, it's an opportunity to break up jobs that previously done by a single person into a much more reasonable set of distinct positions handled by MAS people so MAS continues to have a strong presence in the MSA programming process.

Local Arrangements (Joe Michael):

- Nicole Guy and the Meeting Manager's office have been excellent. Very proactive and responsive.

MAS Events (Ian Anderson)

- Sent out a flier with map on it showing times and locations.
- Presidential happenings in the Aztec room.
- President's reception at Los Pablano's Historic Inn and Cultural Center.
- Member Social at One Up Restaurant and Lounge.

M&M Outstanding Paper Awards (Brewer, Bunker)

- Sent out an email for suggestions, plan on making a follow up.

Discussion:

- Deadline is historically winter council meeting but should have prioritized list shortly after the meeting.
- Get feedback from the symposium organizers (handouts).

M&M 2009 – August 2-6, 2009 – Richmond, VA:

Ian Anderson (pre-report comments):

- Local Arrangements Committee now called Host Committee for Starting Enrichment.
- Meeting has been moved up by one week - July 26-30.
- Richmond has small airport and a very small venue, flying directly into Richmond will be costly. But two hour drive from Raleigh/Durham or Washington area airports.
- Not sure if sharing convention center with other groups.
- Sunday night reception has been booked for the Jefferson Hotel.

Luke Brewer (MAS Co-Chair)

- MSA Program Chair (Janet H. Woodward)

Committee members:

John Mansfield, Vice-Chair (M&M 2010 PC)

Luke Brewer, MAS Co-Chair

Fred Schmidt, IMS Co-Chair

David Giovannucci, Assistant Program Vice-Chair (M&M 2011 PC)

M&M 2012 Program Chair – not determined

- MSA is going to a new model for setting up leadership for the M&M meetings. Split responsibilities among the program chairs for the next four years out. Taken what used to be done in one year by one person and spread it out over four years for any individual with four different people working together. We still have a single co-chair for a single year. But the one year out person is included so that they understand the process when it comes time for the next year.
- Emphasis on a few large symposiums with heavily collaboration with IMS.

- Concern was brought up by the inability to access scientific program before the meeting and the general state (stale content, circular references, search engines not working, etc) of the M&M meeting website.

IUMAS-6 – 2014/2015 – North America (Joe Michael, Ian Anderson):

- MAS has been asked to take the lead in organizing IUMAS-6 (2014). Need to report on the venue at IUMAS-5 in 2011.
- Options:
 - Hold the meeting in conjunction with M&M 2014
 - Hold the meeting in conjunction with an alternative established technical meeting
 - Hold a stand-alone IUMAS meeting

Discussion:

- Possibly use Strategic Planning committee to investigate, list of list of the pros and cons, how much time required if we had a stand alone meeting.
- Concern of having a separate meeting about the size of IUMAS could be problematic when there are already two other meetings.
- Investigate the possibility of future joint MSA/MAS meeting with Denver X-ray

Action Item - SC_2008_002 Cathy Johnson, with the assistance of the past president and president elect, will approach Nichole Guy and MAS council with this question as to where 2014 will be held. What the options for 2014 are likely to be and that the possibility of IUMAS joint meeting.

Proposed Topical Conferences

Problem Solving by Microanalysis and Microspectroscopy (PSMM2009) – April 20-23, 2009 – College of Microscopy, Westmont, IL (Craig Schwandt, Paul Carpenter)
Craig Schwandt

- Main focus would be problem solving by microanalysis and microspectroscopy using small scale samples. Focusing more to applied labs that have to solve these problems everyday.
- About 15 people who have committed to giving talks, need a few more.
- Have general morning sessions that are lectures then have, over the course of three days, afternoon exercise/workshops where everybody that attends can get to attend each of, say, six different workshops and have a level of interaction.
- Foreign attendees will need to have advances registration since involved with Argonne .
- Question of if College of Microscopy would charge a facility usage fee.
- Question of if Society for Applied Spectroscopy would expect a surplus of some amount.
- Asking for \$2500 funding for use during planning stages.

Paul Carpenter

- Facilities are first rate with numerous techniques available. Meeting space is quite adequate for this type of TC. Hotels and facilities are near the TC location.

Discussion:

- Concerns about program content is not focused enough as there are too many topics.
- Concerns about Society for Applied Spectroscopy looking to see a profit.
- Concerns about possible surplus and how is it to be split among the sponsoring groups.
- The College of Microscopy \$1500 facilitates fee might include liability insurance, either way liability insurance must be covered.
- Sponsorship expected from JEOL, possible Cameca, Oxford, EDAX, Renishaw and Thermo but not committed.
- Targeted audience is not clear.
- Speaker registration is needs definition, do all speakers or only invited speakers receive free registration.
- Need a Type-A person on this organizing committee to help focus, perhaps Valerie Woodward.

Ian Anderson:

- There is a consensus that council cannot proceed with the proposal in the current state, need to have more focus and definition. Recommended to wait until next gathering of the council to proceed with the proposal but can use fliers at M&M to gain support.

Nominating Committee (Cathy Johnson)

President - Ed Vicenzi

Treasure - Jim McGee

Directors:

- Heather Lowers
- Colin MacRae
- Brendan Griffin
- Jim Bentley

On-line Services

Dues Payment (Scott Wight)

- Paypal operational for membership application or renewal. Still fairly low tech and improvement will occur over time. Members can still pay by check. PayPal does not require a PayPal account, can use a credit card.

Discussion:

- Add option for paying for more than year.
- Who receives this information -- sends an email to a group of people, which includes the membership services people and the treasurer. financial information is not included in this email.
- Add database population which would need programmer assistance.
- Need a network (wired/wireless) at the MAS booth to cover at meeting services.

- Add membership info (industry, etc) interest (SEM, TEM, AFM) but might more effective to send out a Survey Monkey survey.

Elections & Voting (Brewer)

- Review of the on-line voting.
- Voting generates a conformation email.
- Only one vote permitted.
- Write-in candidates permitted.
- Need to remind the membership at the MAS meeting about on-line voting.
- Paper ballots are still permitted.
- Recommended another mock election which includes paper ballots, then based on that feedback, possible 3rd test.
- Real elections -- submit the roster list of names/emails. Payment is based on that number. Once paid, election is ready to go.
- \$.76 per vote for the first 200, \$.72 up to 400 or 450.

MAS Business Meeting Agenda (Ian Anderson)

- Tabled

Any Other Business

MSA Contracted Officers (Ian Anderson):

Exhibition Manager: Corcoran Expositions (July 2007)
contact: Noreen Burke (<http://www.corcexpo.com/>)

Meeting Manager: Hachero Hill (November 2007)
contact: Nicole Guy (<http://www.conferencemanagers.com/>)

Association Manager: Drohan Management Group (July 2008)
contact: Peter Dougherty (<http://www.drohanmgmt.com/>)

Motion to approve amended Secretary's Report

- Paul Carpenter moves, seconded by Stuart McKernan
- discussion, none.
- motion approved

Motion to approve amended Treasurers Report

- Scott Davilla moves, seconded by Luke Brewer
- discussion, none.
- motion approved

Any Other Business (continuation)

- Council is agreeable to entertain a proposal for an EBSD workshop during 2010 at Winter Council meeting.

Strategic Planning – wrap up (Paul Carpenter)

Who are the stakeholder in the Society Missions?
How do we wish to present ourselves as a Society?
Topical Conferences?

Motion to adjourn the meeting (4:58 p.m)

- Scott Davilla moves, seconded by Nicholas Ritchie
- discussion, none.
- motion approved

Respectfully Submitted

Scott D. Davilla
MAS Secretary

Appendix I – Present and Past Action Items

New Action Items from Summer Council 2009

SC_2008-001

Jim McGee follow up on ramification on changing language of bylaws. And verify the correctness of the date in the dissolution section (1986 vs 1954).

SC_2008_002

Cathy Johnson, with the assistance of the past president and president elect, will approach Nichole Guy and MAS council with this question as to where 2014 will be held. What the options for 2014 are likely to be and that the possibility of IUMAS joint meeting.

Action Items from Winter Council 2008

WC_2008-003 (IN PROGRESS)

All Council– Suggestions for topics to emphasize/de-emphasize for 2009 program based on previous meeting programs, send to Luke Brewer.

WC_2008-004 (IN PROGRESS)

Ian Anderson, Cathy Johnson, Stuart McKernan - Form a sub-committee to draft a letter to all regional societies within the next two months regarding a review of their status.

Update: Ian Anderson reported draft started.

Action Items from Fall Council 2007

FC_2007-006 (IN PROGRESS)

Ian Anderson, Paul Carpenter and Phil Russell - Work on guidelines for student chapter affiliations with MAS and AreS.

Action Items from Summer Council 2007

SC_2007-001 (IN PROGRESS)

Ian Anderson - Draft letter to AreS officers reminding them of affiliation guidelines and encouraging MAS membership for individual members.

SC_2007-008 (IN PROGRESS)

Paul Hlava - Review the vendor educational submissions for technical content and appropriateness and then pass on those he deems appropriate to the web content committee (president-elect, 2 incoming directors) for further review prior to posting.

Update: John Fournelle: Paul is waiting for submissions but has not received any.

SC_2007-009 (IN PROGRESS)

Paul Hlava, Ian Anderson, Ed Vicenzi and Phil Russell - Develop promotional slides to go in each Tour speaker presentation to encourage membership. These will be accompanied by applications and brochure.

Action Items from Winter Council 2007 (and possible previous)

WC_2007-004 (IN PROGRESS)

Ian Anderson - Micro News Committee chair submissions, will be part of Ian Anderson's action item to discuss terms of tenure with committee chairs

WC_2007-005 (TABLED)

John Henry Scott - Provide a wiki that would allow MAS members to upload content for the website.

WC_2007-006 (IN PROGRESS)

Phil Russell - Poll microanalysis faculty re: how MAS can best support students and ask Inga Musselman if she would help him on this initiative

Completed Action Items:

WC_2008-001 (COMPLETED)

Ian Anderson - Follow up letter to MSA about sustaining member status regarding point system and appeal system. CC letter to MSA meeting manager.
Update: Cathy Johnson noted that while the point system has been reviewed with respect to vendors receiving credit, the records are incomplete and there are still discrepancies. These are cases under review.

WC_2008-002 (COMPLETED)

Ian Anderson - General call regarding MAS Duncumb Award, due March 7th. also ask individual/members to submit nominees. by Feb 6th. make submission part of package.
Update: Ian Anderson reported are two nominations.

FC_2007-005 (COMPLETED)

Ian Anderson - When Ian Anderson receives the February 2008 issue of M&M, he will e-mail all Council members to see if those of MAS-only members received theirs, and then he and Lou Ross will follow up with McCrone.

FC_2007-007 (COMPLETED)

Scott Wight, Paul Carpenter - Discuss setting up an e-mail reflector and easy upload of workshops via the MAS website.

FC_2007-009 (COMPLETED)

Paul Carpenter - Lead group to revise MAS TC/Workshop guidelines, incorporating “lessons learned” from recent HI-II Workshop. Participants to include organizers of HI-II (Ed Vicenzi, Ian Anderson and Paul Carpenter) and forthcoming TCs on EBSD (John Fournelle, Luke Brewer and Joe Michael) and Particle Analysis (Craig Schwandt, McCrome). Jim McGee will participate to speak to MAS budget issues. Update: Ian Anderson: Created a website for topical conferences which will serve as guidelines for future TC/Workshop conferences.

SC_2007-006 (COMPLETED)

Lou Ross (or generically Membership Services Chair) will provide Council with a list of new members for approval in the membership report at the Summer Council for approval. Scheduled for Spring Council 2008

SC_2007-011 (COMPLETED)

Scott Wight, Luke Brewer - Regarding electronic balloting and the concern that ballot design would provide the latitude for write-in candidates and additional initiatives, Prepare a sample ballot for Council review by Spring 2008. Added Winter Council 2008 - Prepare for mock election by Spring Council 2008.

SC_2007-013b (COMPLETED)

Part B: Scott Wight and Luke Brewer will develop and apply electronic methods necessary for registration and payment of annual dues on the MAS website.

WC_2007-003 (COMPLETED)

Lou Ross - Draft thank you letter to any donor to the discretionary funds, which will include tax-deductible statement – transferred to Ian Anderson who is waiting on tax status of MAS from Jim McGee