



**2018 MAS Winter Council Meeting #2**  
**Tuesday, March 13, 2018, 1430 Eastern**

**Teleconference**

**Call in line: 1-800-719-8139 (from inside US only)**  
**(if you are outside of US, please contact Nicholas)**

**Conference Code: 996212**

**Recorded by E. Schumacher**

**Revisions by C.M. Parish and E. Schumacher**

**MAS Executive Council:**

<b>Masashi Watanabe</b>	<b>(President 2016-2018)</b>
<b>Rhonda Stroud</b>	<b>(President-Elect 2018-2020)</b>
<b>Chad Parish</b>	<b>(Secretary 2018-2020)</b>
<b>Elaine Schumacher</b>	<b>(Treasurer 2017-2018)</b>
<b>Julie Chouinard</b>	<b>(Director 2016-2018)</b>
<b>Vin Smentkowski</b>	<b>(Director 2016-2018)</b>
<b>Roseann Csencsits</b>	<b>(Director 2017-2019)</b>
<b>Emma Bullock</b>	<b>(Director 2017-2019)</b>
<b>Anette von der Handt</b>	<b>(Director 2018-2020)</b>
<b>Andrew Herzing</b>	<b>(Director 2018-2020)</b>
<b>Patrick Camus</b>	<b>(Commercial Director 2018-2020)</b>

**Present on the phone call:** Masashi Watanabe, Rhonda Stroud, Tom Kelly (MAS Fellow Committee Chair), Elaine Schumacher, Julie Chouinard, Emma Bullock, Anette von der Handt, Vin Smentkowski, Patrick Camus, Keana Scott (Strategic Planning Committee), Jim McGee (Finance Committee), Nicholas Ritchie (Computer Activities), Mike Nagorka (Membership Services), Paul Carpenter (Topical Conferences), Jim LeBeau (M&M 2018 MAS Co-Chair), Kerry Siebein (AReS)

**Call to order**

1435 EST, welcome from President. The goal of this meeting is to complete as many agenda items as possible, including business not concluded in the previous meeting. Masashi asks if there are any additional agenda items. Patrick asks that we discuss Sustaining Member communications. This will follow Membership discussion. Masashi also has Award Committee report; see agenda v. 3. Motion to approve agenda by Patrick, seconded by Rhonda. Approved, no objections.

**Secretary's Report**

01\_2017 Fall Council Meeting Minutes v2 were approved at previous meeting, but action items were not approved due to lack of time. for actions. Action items reviewed for approval:

ACTION ITEM SC17-1: Bylaws requirement for annual audit. This will be discussed in Treasurer report.

ACTION ITEM SC17-2: MAS PayPal membership renewal option has been removed from website by Nicholas. Cleanup of PayPal account administration will be discussed in Treasurer report. Email reflector [treasurer@microprobe.org](mailto:treasurer@microprobe.org) has been directed to Elaine's gmail address by Nicholas. Elaine has also set up a separate gmail treasurer address to be used for automatic payments such as TC registration and MSA portal membership renewal notifications. The address is currently being used for EBSD 2018 registrations.

ACTION ITEM SC17-3: Testing of portal login by Council was completed. An update to the portal software is being soon. Council will test again after update; Masashi will send email to request testing by Council.

ACTION ITEM SC17-4: Done; Mike sent email reminder to members to update their portal profiles.

ACTION ITEM SC17-5: No discussion of website update in today's call, as Assel is not present.

There are no questions regarding the minutes. Masashi reminds everyone to review Winter Council Meeting 1 minute, which Chad has circulated. Patrick motions to approve Fall Meeting minutes, Elaine seconds. Approved, no objections.

## **ISO/ANSI**

Until now, Ryna Marinenko, retired from NIST, was paid by NIST to volunteer as a Technical Expert. NIST will no longer support this effort. Masashi shares proposal provided by Nestor Zaluzec. Estimate is \$10.4K per year for representative to attend meeting(s) and work on standards. MSA has decided not to support participation, so Nestor has approached MAS. Masashi previously asked NIST people to review the issue of participation, and Keana Scott discussed with several colleagues.

Responsibility mainly fell on Keana's division and another laboratory. It has become difficult to participate in timely way; there is a lot of work and limited resources. NIST thinks the proposal good but there is not enough interest within NIST in sustaining the effort. MAS and MSA could jointly apply to be a TAG member. Keana has an ISO meeting next week, and can get clarification. ANSI does not have individual members; membership is by organizations. MAS or MSA would have to join and someone would be a representative. Travel is expensive, and is mostly outside the U.S., because of difficulty in getting visas to come to the U.S. Meetings are held in Europe, Asia and South Africa. We would have to limit funding to travel for one meeting, and would not be able to send a representative to all ISO meetings.

Masashi asks what we stand to lose if we don't support this. Keana says this would mean no U.S. representative for the ISO effort. Standard organizations around world come up with proposals, and companies have to abide by ISO standards to retain ISO certification. Some standards are region-specific, e.g., requiring a Chinese material as a standard, purchased through ISO. There is a need for balanced representation. TC202

needs to be kept up. NIST can't pay MAS or another organization to send a representative. Masashi notes that Japanese 401 committee is still part of ISO. Masashi thinks we should support the proposal, but clarification is needed. ANSI fees exceeded the NIST credit card limit, so a lot of paperwork is required to pay fees. Masashi asks what amount of work is required if we assign someone to attend a meeting. Keana explains that there are many proposals to review, but it's not required that each participant review all. Several reviewers work on each proposal, but all have to monitor the process. Rhonda asked how many hours per year are required. Keana estimates one day per month to cover all subcommittees, 3 weeks per year with meeting and reviews. Masashi thinks Nestor is willing to do this.

Masashi notes that the \$10K cost is equal to one of our on-site Council meetings, and he didn't have one this year out of concerns for cost. How do we support commitment to an additional \$10K expenditure per year? We have FIGMAS and other standards activities, and so should be part of ISO. Patrick Camus is a representative, and his company pays for his ISO travel. He agrees with 1 day per month estimate, plus more time to sponsor a standard. Two US standards are in progress now. The \$10K cost could be reduced by dissolving SC1, but the rest of the proposed costs would have to stay. The \$32K annual fee and travel cost are the major expenses. Three out of four years will be international travel. Keana says NIST can't send someone directly because they would have to be a member. If MAS becomes a member, could someone from NIST go as an MAS member so that MAS pays, though NIST is not an ANSI member? For example, Patrick travels one year, someone from NIST the next year? Person travelling does not have to be from sponsoring organization.

Keana, Patrick, Rhonda, and Masashi will work on a strategy to send someone. The Member fee is set, but travel costs might be reduced. Rhonda notes that time and travel commitments, and benefits, need to be clarified. Suggestions: Would companies be willing to pay for their employee to attend? Could Sustaining Members (SMs) support this effort? Companies employing MAS members need ISO standards. The possibility of adding the cost of participation to the 2018 budget will be evaluated.

Tom Kelly says that the atom probe community is working with ASTM and ?. (*Tom mentioned someone from PNNL.*) There is interest in standardization of terminology and methodology. Tom will follow up to find out where support for the PNNL person comes from. Keana thinks atom probe participation would spark new interest, because so much work has been done on SEM and EPMA standardization. Patrick says that companies are stressing ANSI participation, and some people have large time commitments. This is coming from national organizations. Rhonda suggests that we poll our SMs to see if they participate. Patrick says this is not so much our SMs as local members in various countries. Standards are sent to local experts for evaluation, and are then returned to the ISO representative to send in, so it's a system of auxiliary reviewers. Patrick says the standards are mostly for electron beam analysis, and

wonders if atom probe is a good fit. There is currently similar discussion about bulk vs. surface techniques.

Action – A small group to pursue will pursue evaluation of the proposal: Tom, Patrick, Rhonda, Masashi, Elaine, Keana.

### **MAS Fellows**

Tom Kelly has provided a copy of the Bylaws with references to Honorary Membership highlighted. Rather than requesting an immediate change to the Bylaws to remove the Honorary membership category, Tom suggests that the progress of the Fellows program be monitored for a couple of years, and then consider the role of Honorary members.

Tom has provided sample slides for introduction of Fellows at M&M Plenary session. Slide 3 explains the Fellows program to the audience, slide 4 lists all names and a website link for more information. Format of slides 6, 7 and 8 give each name (to be read) and one sentence (not read), which Tom favors. Tom offers to propose 3-side format to Nicole Guy to channel to the correct person in charge of the Plenary program. Masashi offers to take care of question of inclusion in Plenary; suggest introductory slide and three additional slides.

Seven Fellows logo designs were provided to the Committee for consideration. The three highest ranked have been provided to Council for consideration. Masashi suggests an email vote; Tom will follow up on this, and Masashi will send him Council email address list.

To address memberships of unknown duration, Mike Nagorka provided list of 117 names without join dates. Tom has contacted them: Five have passed away, 17 were undeliverable, 29 responded with dates. Two of three Fellows candidates for whom dates were needed did respond and meet the requirement. Phil Russell did not respond, but there is agreement that he has been a member for much more than ten years. The Committee recommends moving ahead with list of 29 Legends Fellows candidates proposed at WC 1 meeting.

Rather than setting a firm cap on the number of Fellows, the Committee suggests that the number not exceed 10% of total membership on January 1 of a given year. Target to stay under this at first, but this is a recommendation, not an absolute number.

Membership total to be defined by January 1 membership list for a given year. Masashi prefers flexibility; if membership drops, this would lower the number of potential Fellows. Rhonda also suggests strong recommendation for 10% limit but with flexibility. Tom asks Mike about member fluctuation throughout the year. Rhonda suggests using rolling

average for prior calendar year as of January. Jim McGee suggests using number from Wednesday business meeting report at M&M.

Vote on 10% guideline and use of number of members at M&M Business Meeting – Motion by Rhonda, seconded by Emma. All approve, no objections. Tom asks for a vote to accept the list of fellows. Rhonda moves to accept, Patrick and Emma second. All approve, no objections. Masashi thanks Tom and Committee for their excellent effort to establish the Fellows program.

### **MAS Award Program**

Andy Herzing has provided list of awardees. Presidential Awards: Masashi nominates Vern Robertson for many years of service to MAS, Gracie Burke for work in metals characterization. Nominations of Yoosuf Picard for Heinrich Award and Richard Leapman for Duncumb Award are strongly supported. The Committee has made nominations for four awards for papers, based on votes. Masashi calls for motion – Patrick moves to accept awards as listed in document, Rhonda seconds. All approve, no objections. Student awards will be determined at upcoming PPM. Masashi thanks Andy for great job in first year as Chair of Awards Committee.

### **M&M 2018 Update**

Jim LeBeau notes that Nicole Guy just sent a meeting update. SOs are organizing symposia and waiting for sorting sheets to be returned. The process will be completed at next week's PPM. Masashi asks that any Council members who are Symposium Organizers need to complete their work by Saturday. Registrations are low now, but will increase. Masashi reminds Council to complete their registrations.

### **Topical Conferences**

Paul Carpenter has provided a PDF with updates on EBSD 2018 and QMA 2019. EBSD 2018 was approved at Summer Council 2017, and planning has been on a fast track. Emmanuelle Marquis is lead organizer, and meeting details are available on the MAS website. The planning group is new, but is being assisted by others with previous experience. Progress is good, with \$28K in support funds promised. Organizers are waiting on confirmation of an additional \$7K in funding. Vendors are providing demo instrumentation.

NSF support is a major component, typically 40% of a TC budget. The NSF grant has been fast-tracked, with proposal submitted early Q1; waiting to hear about status. \$20k has been requested; this is below the amount that requires additional review. TCs have historically had good luck in obtaining NSF support. NSF funding ties to Early Career Scholar attendance. They will register when NSF funding finalized.

Website is live for registration and abstract submission. The TC is scheduled for May 23-25, and April 1 deadline will probably be pushed back. Other deadlines are provided

on slide 2 of provided PowerPoint. This is last update before TC. There are no questions.

Seed funds for QMA 2019 were approved in WC 1 meeting. Anette Von der Handt is doing local arrangements and Heather Lowers leads on planning. Telecons are taking place every 2 weeks. The organizers are finalizing documents for funding requests and working on logistics. A flyer will be ready for the MAS booth at M&M.

There is likely to be a TC in conjunction with IUMAS 2021, possibly as a pre-meeting congress. Planning is easier due to infrastructure provided by IUMAS meeting.

### **Bylaws and Treasury**

Elaine provided an update on recent Treasurer activities. Documents to update the Articles of Incorporation (Society name change and contact address) have been requested from the New York State Division of Corporations. Huntington bank accounts have been closed, and a business checking account and linked savings account have been opened at Chase. Masashi has been added as a signatory and Rhonda will be added this month. (Rhonda was added to the account on 20 March.) Elaine has replaced Jeff Davis as primary contact on our PayPal account with full administrative control. Other authorized user accounts will be updated. Elaine receives email notification of all MSA portal transactions and EBSD 2018 registration. Mike also receives portal notices. Owen Neill is receiving notices of FIGMAS memberships, and Lucille is receiving notices of SM joins/renewals. Funds for 2017-Q4 (\$6,911.25) and M&M 2017 co-sponsorship have been received from MSA. Elaine will be working with a new local CPA, Mike Simon of Paquette & Company, for 2017 tax preparation. (Note: An apparent discrepancy in the amount received for the co-sponsorship on two slides in the Treasurer Report will be briefly explained in the next Council meeting. This was the result of a difference in distribution of meeting costs to budget line items, and is not an error in assessment of meeting costs or the amount paid to MAS.)

An overview of the budget is presented. We currently have \$161,014.83 in liquid assets. Dues income from 2017-Q4 received this year puts us at more than half of our expected dues income for the year. Income from EBSD 2018 is at over \$23K from registrations and vendor support. No expenses have been paid out yet. It does not appear that the \$2.5K in TC seed money budgeted this year for EBSD 2018 will be used, and so will be available for QMA 2019 if they need it this year. This resolves the issue of Council's approval of QMA 2019 seed money for this year; the funds will not have to be accounted for from elsewhere in the budget. John Fournelle answered Elaine's inquiry about intended uses of the Chodos and Fiori funds when these were established. The Chodos fund is intended for student support, and the Fiori fund is intended for support of AReS tour speakers and technologist activities. The Fiori fund currently contains over \$14K, and Elaine suggests that this money be used to reimburse tour speakers beginning this year, rather than spending from the \$6K budgeted as a line

item for tour speaker support. Council should have further discussion regarding the intended use of the funds for technologist activities. Recent spending for tour speakers has been approximately \$2-2.5K per year. Based on tracking of MSA portal transactions, expected income for 2018-Q1 so far is approximately \$9.5K in dues and \$400 for the charitable funds. A breakdown of income by membership categories is provided.

Two possible changes to the Bylaws are proposed. One is removal of the requirement for a yearly financial audit. This is not required by the IRS, and two CPAs consulted are in agreement that a formal audit is not necessary for a business of our size.

The second Bylaws issue is that the title of Treasurer is no longer an acceptable to many banking institutions for the primary account holder, and that a change to the title might be needed to "Acting Secretary / Treasurer". Rhonda asked if the title name mattered to anyone besides the bank, and Elaine replied that a letter to the bank from the President designating the Treasurer "Acting Secretary / Treasurer" for the sake of the banking purposes was sufficient for setup of the new account at Chase. The letter Masashi drafted for Elaine could be used as a template for future Treasurers. No changes to the MAS officer titles in the by-laws are needed at this time.

There will be further discussion of possible changes to the Bylaws in the June meeting, so that this can be addressed at Summer Council and in the Business meeting. Pat Camus called for a motion to have the President remove Bill Thompson from his appointed position as accountant. Emma Bullock seconded the motion. It passed on a unanimous voice vote. This means Masashi has an action item to thank Bill for his service and inform him of the change. Elaine will also email Bill to inform him of her plans to work with a local CPA for tax preparation.

### **Membership**

Masashi, Mike and Keana collaborated on a welcome letter to new members sent using Constant Contact. A Word version was circulated for approval, and Mike was able to cut and paste to recreate a this as an email in Constant Contact. A campaign is then set up by working from Excel to create a mailing list. The process worked very well. The trial version that we purchased allows for 500 contacts, sufficient for the new member mailing list. Based on the success of this trial, Elaine will renew our Constant Contact service for another six months, with an expanded mailing list limit.

There is not a Membership update because Mike did not receive a requested database pull from the MSA portal database. This may be due in part to the portal being down this week for a planned software upgrade. Masashi will be asking Council to test access to their accounts again after this upgrade.

Pat Camus has sent thanks and information to the list of Sustaining Members on the website. He noted that the website contains some broken email links, some contacts

are retired, and some companies have changed (e.g., South Bay is now part of Ted Pella). Patrick will update Nicholas and Lucille so that the website and her list are current. No feedback from commercial companies at this point. Lucille has shared SM portal issues with Masashi; he will follow up with Drohan and provide an update at the next meeting.

### **Student Liaison**

Discussion postponed until next meeting.

### **Website**

Discussion postponed until next meeting.

### **Any Other Business**

Elaine notes that Council has not approved \$4.5K expenditures for Fellows awards. This will have to come from Society Management budget line item. Tom will look into selection and actual cost. Rhonda moves to approve expenditure, seconded by Pat. Approved, no objections. First class of Fellows is to be announced on April 1, 2018. Masashi plans to schedule a spring council meeting for late June. Urgent topics can be handled by emails to subgroups in the meantime.

Meeting adjourned at: 1630 EST.