MAS Executive Council:

Rhonda Stroud  (President 2018-2020)
Heather Lowers  (President-elect 2018)
Masashi Watanabe  (Past-president 2018)
Chad Parish  (Secretary 2018-2020)
Elaine Schumacher  (Treasurer 2017-2018)
Julie Chouinard  (Director 2016-2018)
Vin Smentkowski  (Director 2016-2018)
Roseann Csencsits  (Director 2017-2019)
Emma Bullock  (Director 2017-2019)
Anette von der Handt  (Director 2018-2020)
Andrew Herzing  (Director 2018-2020)
Patrick Camus  (Commercial Director 2018-2020)

Present on the call:
Rhonda Stroud (President)
Masashi Watanabe (Past President)
Elaine Schumacher (Treasurer)
Chad Parish (Secretary)
Emma Bullock (Director)
Roseann Csencsits (Director)
Andy Herzing (Director)
Pat Camus (Commercial Director)
Heather Lowers (International Liaison)
Jim McGee (Finance Chair)
Nicholas Ritchie (Computer Activities Chair)
Dan Roscitto (Social Media Chair)
Lucille Gianuzzi (Sustaining Members Liaison)
Tom Kelly (Fellows' committee chair)
Michael Nagorka (Member Services)
Anette von der Handt (director)

Action items from meeting
- Rhonda, Heather, Andy need to find the student to send to AMAS
- Mike: get the four questionable members' statuses updated before balloting date

Meeting begins 1305 Eastern. A quorum is met.

Fellows' committee (Tom Kelly)
Tom says he has left Ametek and may have missed some emails, but is back in contact with a new address now. The committee is working on the "inaugural" Fellows class for 2019. A notice to members for nominations was sent out with a late start, but it has gone out. Tom states that he didn't get the email himself, and he has tried to update his email address. Rhonda asks if the Constant Contact was used? Mike Nagorka answers yes. Tom asks if the spreadsheet was from Constant Contact? Rhonda states that Virtual Inc (formerly Drohan) put it into constant contact. Tom states that in the note sent around to the members, there was a link to an updated fellows' program governing document with all information needed to submit a nomination. Anyone who is nominated will be considered, but also a set of standing nominations from the legends class are also still under consideration. Nominations are due December 1st. There is also unfinished business from previous meetings: 4 or 5 2018 legends class fellows still have no contact information or mailing address. The committee is out of options. However, they found an address for John Colby recently via John Fournelle.

Rhonda ask if there are any further questions?

Elaine states an issue from her report is relevant. Legends Fellow Gordon Cleaver (still working part time for Belcan) received $1000 from Belcan, which he in turn donated to the Fiore fund. We have sent a receipt and a thank you.

Nicholas asks for Tom’s new email address. Rhonda replies it is on my group email. Tom says it is thomas.kelly@steaminstruments.com. Tom must now leave the telecon, because he is in Germany (7 pm).

Membership committee (Mike Nagorka)
Mike pasted the latest membership numbers into the email that went out yesterday. We have 612 paid as of October 24th vs. 604 in September; so, we picked up members month to month. Mostly regular members, but a few students. A few were listed in the database as "MCOM" members. We have 51 new members since May 17th.

Election status: Mike sent bios to the people stating for election for corrections and updates. The text of bylaws change was not sent back to Elaine yet. There is no reason the election can't start November 1st. Rhonda asks which membership list was used? Mike replies it was the October 24th database pull. There is an email Virtual Inc was sending out – we need to make our own version of this. Rhonda asks to send her a draft for approval. Elaine asks: what is an "MCOM" membership type? Mike replies that he doesn't know. Two of those people are from national labs, the others from educational institutions. Rhonda suggests that we need to ask Ashley. Mike concurs. Annette asks is "MCOM" can be a combined membership? Mike replies that he doesn't know, and we need to find out. Another question is asked: could it be "complimentary"? Elaine comments to please let her know anything learned. Elaine offers to watch the Q3 reconciliation spreadsheet from Virtual Inc. and see if it has insight.

Treasury committee (Elaine Schumacher)
There is nothing in the way of treasury issues or significant changes. There is only one item for attention: we are planning that by the end of the year move some money from operating to the investment account. There is a special offer from Morgan Stanley, where we can move $5k to 6-month CD (Certificate of Deposit) at 2.4%. We could take advantage of this offer. It won't make a lot of money, but it would be a safe and insured investment. Elaine will communicate with Jim McGee and Rhonda Stroud about putting the $5k into the CD and decide further what to do when CD matures.
Finance committee (Jim McGee)
Jim isn't sure if his latest report was visible. Jim had a call last week with the committee and Morgan Stanley representative Ken Sparks. At the end of the quarter, the balance is flat. Any gains we had have dropped off. Balance is ~$500k, which is even for the year. Over 5 years, we've met the objective of the policy, which was to try to gain 4% above inflation. 5-year gains have been 5%. Relative to benchmarks (~8%), we're underperforming, so we're looking at how to improve on that with an alternative investment approach. We're discuss that as we develop a plan.

Sustaining member report (Lucille Giannuzzi)
Rhonda asks who will take over for Lucille when she steps down? Pat Camus and Jeff Davis have volunteered. We will come back to this later and take a vote. Rhonda states that we sent a list of Lucille's duties as the SM chair.

Lucille doesn't have the document in front of her, but it's mostly a list of things to do before, and then at, M&M. The duties are mainly to make sure everyone pays up, and thank everyone at the exhibition.

Rhonda states that concerns were expressed. Would it be too much work for one person to combine sustaining member chair with a director position? Would the length of terms be incompatible? Generally, we reappoint committee chairs on 3-year basis, although the bylaws say there is a yearly review by the president. If Pat took over, would commercial director and sustaining member chair be too much work? Rhonda suggests we try the combined appointment a try for length not to exceed Pat's length of term as commercial director, and bring Jeff Davis in on the sustaining members committee. We don't want Jeff Davis to think his contributions aren't valued, this will give us someone to hand off onto in the future, and someone to hand off to in case it is too much for Pat. Pat concurs. Lucille concurs. Masashi asks how many SMs we have at the moment? Lucille replies, about 28 or so. Masashi states that it's not too much load compared to membership. If Pat's ok, I have no problem. Lucille replies that we make sure they pay up, so there's work in a couple of weeks leading to M&M and the morning the exhibition opens. Having some people to help distribute plaques would be nice. Jim McGee suggests that combining the positions is a good idea, because the commercial director has a chance to reach out to his base and get feedback.

Rhonda requests a motion. Lucille moves for her to step down and Pat take over as sustaining member chair, with Jeff on committee. Emma seconds. All Ayes, no opposed. Pat abstains. The motion passes. Pat is now the sustaining member chair. Lucille will transfer everything to Pat. Rhonda says Lucille can disconnect if need be, because she is on travel.

Social media report (Dan Ruscitto)
Rhonda says that at last meeting Dan Ruscitto joined as the Social Media Chair. Dan says he has had some meetings with Kat Crispin, Ed Principe, and Rhonda, and we have a strategy. The strategy has three areas. (1.) Social news and events. (2.) Technical advances. (3.) Reminders and deadlines. Three accounts are used: a new LinkedIn, Twitter, and Facebook. We would like to have semi-regular blurbs sent out. Please contact Dan with news. Nicholas says he would be interested in coordinating with the website and we should be coordinating. Dan replies we would like to add some features like RSS feeds to the website so that we can auto-push out the updates. Rhonda replies that she had told Dan to contact Anette about the website. Anette replies that Dan contacted her and she put it on the list of features to include. We will want to integrate the social media into the website to make it attractive to people.
Rhonda asks Dan for anything else? Dan replies that we should send a fellow nomination deadline reminder.

**Website renewal committee (Nicholas Ritchie / Anette von der Handt)**

Nicholas and Anette coordinating the website hackfest. Nicholas comments that we’ve organized it for the weekend of Nov 10th. It is well under budget so far with about 6 people. Everything is on track. Anette states that we have looked at other society websites for features, layouts, and usability. She tabulated a list of features we wanted to put into a nice presentation, with examples. She will prepare for next week and coordinate with Nicholas for feedback from everyone. Rhonda says this sounds good and we need a consensus from council for overall template colors, etc., so we don't have people working on a product no one wants. Next week should give fast turnaround. Anette apologizes that it's not ready for this meeting, but she will have it next week. Chad asks if the list of suggestions sent to Vincent got to the website committee? Nicholas and Anette answer yes and will check back on that.

**Awards committee (Andy Herzing)**

Andy states that he, Nick Wilson, and Karen Henry continue on the committee. The committee added Emma and Roseann, as third-year directors. There was a web form for nominations at M&M, and we had over 30 nominations for best paper awards. We are working on rankings for these awards. The committee will soon solicit Heinrich and Duncomb awards from the membership, but will not harass the membership too much. Rhonda asks when do we have to make these decisions? Masashi replies they need to be done before the PPM. Andy replies ideally before the PPM. Rhonda asks if this is true of the other awards, too? There are other awards that come from president, not the nominations. Masashi replies the president chooses the Presidential Science and Presidential Service awards, and the Heinrich award. Andy states that we’ve solicited Heinrich nominations but it is not required. The Duncomb award must be nominated. Masashi says it is best to have nominations for Heinrich, and then the president picks.

Rhonda comments that NIH did not let Richard Leapman keep his prize money (and has happened to Dale Newbury previously). Our process doesn't comply with government rules for prizes. Since many members are federal employees, can we solve this problem for the future? Andy replies that he we ask NIST's ethics people and see what they look for, but NIH is more stringent. They needed a more detailed paper trail. We sent our email transcripts, and we had only a few nominations, and it was unanimous, so he doesn't know what else they look for. Rhonda comments that if there's a simple thing we can do, we need to make a change, but if it's arbitrary or cumbersome then this shouldn’t discourage us for nominating federal employees anyway. Also, many DOE scientists are contractors, so they will have their own processes.

Rhonda comments that our we need to name our student award winners for the AMAS and EMAS meetings. We have not yet sent the names of the students we're sending to AMAS, is that right? Andy replies that nothing's been sent. Masashi says that last year, these students were selected in Topical Conferences. Heather replies that, no, in the past it was the best student paper award winner from M&M. We decided it didn't have to be that winner, but the awards committee should work together to select the student. Rhonda says we need to decide soon whom to send to AMAS and ask them. Maybe we could the 2017 award paper if they're suitable? ACTION ITEM: Rhonda, Heather, Andy need to find the student to send to AMAS. Last year's best paper was Miriam Hibert from University of Maryland. Rhonda will reach out to her and see if she's able to go to AMAS. EMAS is in May in Trondheim, so maybe the 2018 best paper award winner can go there. Andy says there should be plenty of time to get the current student paper awards wrapped up and select that winner.
Yahoo account and Constant Contact (Rhonda Stroud)
Rhonda asks how we can keep up to date and share files? The council shared email is not up to date. There appear to be several council members and committee chairs that need to be added to Yahoo. Rhonda’s been using Constant Contact to just email council or other specific people. We can set this up for all committee chairs or council members, but it would require shared logins. There have been problems with the Yahoo attachments in the emails. Has the Yahoo group reached end of life?

Nicholas states that sooner or later we need to move to Slack. Rhonda replies that there was resistance to Slack in the past; is there a google file sharing set up? We need the email managing functionality (Constant Contact good as this), but this requires logging in to use, and has limited storage. Yahoo requires management of group. The originally perceived advantage to Yahoo was its archival storage. Why didn't we move to google docs? Nicholas replies that we would have to move to a corporate "G-suite" which is their plan, and it's billed on a per-user basis. Rhonda says that for the time being, it makes sense to get the Yahoo group updated with new chairs and directors. Anyone on this call who has not received recent Yahoo account emails, please email Nicholas to get on that account so everyone is getting those emails. Dan, Jim McGee, Anette von der Handt, and Ann Marie need to be added. Rhonda asks who needs a Constant Contact login? Emma and Dan reply yes.

Nicholas states that we've got to get away from email, it's not a good way to collaborate. Rhonda states that she sees the benefits of archiving via email without extra logins or extra platforms that are hard to install in a DOD environment. If Nicholas can make suggestions, we'll revisit. Past attempts to migrate off email failed to get buy in. Heather says that we failed to get enough buy in from Slack. She would like to try to force people over to Slack or another, similar platform. Chad states ORNL uses Slack for many purposes and it works very well in that enterprise environment. Dan comments that GE doesn't allow slack. Roseann comments that Belcan does not allow Slack. Rhonda says we'll keep updating the Yahoo for the time being until we find another solution that fits all the requirements.

Other business
Rhonda comments that we only received four email votes to accept the minutes (Summer Council, Yearly Business Meeting, 20180919 telecon) and requests a motion. Pat so motions. Emma seconds. All are in favor, no objections or abstentions. Minutes are accepted.

Jim McGee asks, did we accept the new member list? Rhonda says there were some possible corrections to be made. For a few of the members were unclear if they were actual participants in the microanalysis community. Emma states a few weren't clear if they were associated with companies, labs, universities, or such. A few others had addresses that tied them to the community. Elaine comments to Mike Nagorka that two students on the list from the M&M booth never paid their invoices. Mike says he needs to check and see if he emailed Ashley about that. He tried to pass that information along. Elaine says the students got into the database. Mike says he will look into it. Rhonda comments that this is time sensitive: we need to get a decision to include these people into the balloting. We can approve all except those who haven't paid and those we are unclear if they are affiliated with the community. Dan states he's on the list again because he had to sign up with a new email. Mike states that Gordon Cleaver (Legends Fellow) was on the new member list. Elaine comments that Gordon had a lapse in membership. Mike says Gordon is not emeritus because he is still working.
Rhonda requests a motion to approve all but the four questionable members. Elaine motions. Emma seconds. All are in favor, no nays or abstentions. The motion passes. **ACTION ITEM: get the four questionable members' statuses updated before balloting date.**

Rhonda says we'll try to have another meeting toward the end of November or early December. We'll try to keep it to an hour.

Rhonda closes the meeting at 1405 hours Eastern.