

Canadian Institute for Neutron Scattering Trustees Meeting

Oct. 9, 2008 via teleconference

Bruce Gaulin (Chair, McMaster), Dominic Ryan (McGill and CINS President), Daniel Banks (for John Root, CNBC), Young-June Kim (Toronto), Sean Cadogan (Manitoba), Dennis Klug (NRC Steacie Institute), Gianfranco Mazzanti (Dalhousie), Carl Adams (St. FX and CINS Treasurer)

- (1) A brief verbal Treasurer's Report was given by Carl Adams.
 - a. Bank balance is \$8900 with \$8500 in a GIC.
 - b. Dalhousie and Western are currently in arrears of YE06 and YE07 dues: Gianfranco reported that he is trying to switch the responsibility of dues payment at Dalhousie from the Faculty of Science to the Institute for Materials Research. There are several researchers in the IRM that make significant use of neutrons. This will be dealt with at the quarterly meeting of the IRM to be held Oct. 21. Daniel will assist by sending copies of the Long Range Plan to the IRM Administrator. Carl will consult with Jamie Noel at Western about the outstanding dues.
 - c. UBC does not have a trustee at the present time. The names of Warren Poole and Chad Sinclair were mentioned as neutron scattering researchers at UBC. Bruce Gaulin will write a letter to a suitable member of UBC administration in consultation with Carl.
 - d. The Trustees authorized Carl to request dues for YE08 and YE09 at the same time. This seemed to work the last time that we did it.
 - e. There are currently 14 institutional members. Carl suggested Universite de Quebec a Trois Riveries as a possible new member given that they have hosted powder diffraction workshops. Bruce suggested that we try and poll the membership at the Annual General Meeting for possible new institutional members.
 - f. Carl said that AGM expenses were in the neighbourhood of \$1400 and reminded Trustees to pre-register because of security issues at RMC. He and Daniel will coordinate a mailout reminder with Mark Daymond and Paul Hungler (local organizer) with a registration deadline.
 - g. Carl will provide the usual financial statements and proposed budget at the AGM.
- (2) Nominations for CINS Secretary and Treasurer.
 - a. Chris Wiebe from Florida State University/ National High Magnetic Field lab is nominated as Secretary for a two-year term. Some general benefits of having an "off-shore" exec member were discussed. Carl pointed out that there is a travel subsidy for exec members traveling to the AGM.
 - b. Carl Adams from St. Francis Xavier University is nominated as Treasurer for a two-year term (this would be Carl's 3rd term). Prior to the nomination Carl gave a brief rundown of the Treasurer's duties. The Trustees felt that the Treasurer must be in Canada and that Carl has done a good job in the position over the last 4 years.
 - c. Several other names were mentioned as possible future nominees but given the closeness of the AGM and that some of these other people had not been contacted the Trustees supported the above slate.
- (3) Sean Cadogan will stand in as Chair of the Board of Trustees at the AGM since Bruce will not be present.

Carl Adams, Acting Recording Secretary