

**Minutes of the 2009 MAS Budget Council Meeting
Saturday, March 14, 2009 12:00 noon – 1:30 pm EST
Conference Call**

Attendance:

Cathy Johnson	President (2008-2009)
Ian M. Anderson	Past President (2007-2008)
Ed Vicenzi	President Elect (2009)
Scott D. Davilla	Secretary (2008-2009)
James J. McGee	Treasurer (2009-2010)
Luke N. Brewer	Director (2007-2009)
Stuart McKernan	Director (2008-2010)
Jim Bentley	Director (2009-2011)
Heather A. Lowers	Director (2009-2011)
Scott Wight	Computer Activities (2006-2009)
Dan Kremser	Membership Services (2008-2011)
Paul Carpenter	Strategic Planning (2008-2011)
Lou Ross	Sustaining Membership (2008-2011)
Brendan Foran	MAS Co-Chair Microscopy & Microanalysis 2010

New Action Items:

There were no new Action Items.

New Motions:

Approve the 2009 Budget, the motion was approved.

Approve Dale Newbury for the Duncumb Award, the motion was approved.

Approve the MAS Best paper award nominations and the first place finisher in each of the 4 categories, the motion was approved.

Approve Inga Musselman for Education Committee Chair for the period of 2009-2012 and Masashi Watanabe as the MAS Co-Chair for 2011, the motion was approved.

The President of MAS issue invitations for MAS Council Meetings, so that AMAS, EMAS and IUMAS Presidents or their designates attend our Council Meetings, the motion was approved.

Adjourn the meeting, the motion was approved.

President Cathy Johnson brought the Business Meeting to order at 12:02 pm, a quorum was present.

Treasurer's Report (Jim McGee)

2008 Budget Results

The Society Management costs are significantly down. Student Support costs are up. Member Dues receipts have increased due to both a dues and total membership increase. National Meeting Proceeds are also up but have not been received. Overall 2008 was a financially very sound, with the net proceeds of approximately \$30,000. The financial investments with the Schwab accounts are stable.

A concern was raised about trimming too much from MAS management budgeting and the 2009 budget will reflect a slight increase.

Awards

Feedback suggests that MAS needs to better publicize sponsorship for Awards, both to the sponsors and the general membership. Some suggestions included sponsorship recognition during awards ceremony and during the business meeting as well as sponsor logos on award web pages, and on newsletter announcement of award recipients. In addition, award letters should include mention of the award sponsor and be copied to the award sponsor. Many sponsors requested advanced notification of award recipients for their booth and newsletter publication. One sponsor requested notification of the award recipient prior to confirming the award in case the award was to a competitor. Should a sponsor decline, MAS should back the award.

Topical Conferences

There needs to be more formality to the Topical Conference Planning. Recommends the possibility of the Strategic Planning Committee take on the role of TC Planning, so that there is an orderly planning of future TCs, including identification of the TC Chairs, venue, and preliminary TC budget. This committee would handle the management of the TC budget and provide MAS with an accounting of expenses with the understanding that MAS would provide student support cover any income shortages and receive any returns. Feedback from previous EBSD TC recommended a local checking account to handle workshop finances and this has been done for the 2009 TC.

Discussion:

There was discussion about TC funding and accounting. Seed funds are dispersed for entire amount with income being accounted following year. The accounting for seed funding is designated for student support.

An issue was brought up that closing a local checking account might need Council assistance due to local banking regulations.

National Meeting Co-sponsorship Agreement:

There is not a written agreement between MAS and MSA, traditionally MAS receives a 10 percent co-share of the proceeds from the annual meeting. It is recommended that MAS establish a 'memorandum of understanding' with MSA regarding the Annual

Meeting co-sponsor share (10%), receipt of the accounting for such, and the timing for the accounting and receipt of payment.

Discussion:

It was agreed that such a sensitive topic should be informally discussed in person with MSA personal at the 2009 PPM and plan on having a draft 'memorandum of understanding' by Summer Council 2009.

2009 Budget:

The M&M 2008 co-sponsor share estimate is based on preliminary information from MSA.

There is financial support for 16 Distinguished Scholars at the annual meeting.

Any unknown income numbers are based on projections such as average projections of membership fund contributions and pass-through of corporate award reimbursements

The budget for Particles 2009 TC is estimated based on feedback from its organizers.

There was an increase in society management to cover extra accountant involvement.

The budgets for Council and MAS functions at M&M have also been slightly increased.

Discussion:

There was a question about the difference between income and expenses for the corporate sponsored awards. This difference was to cover the costs should a sponsor decline funding.

There was a question about the estimated amount of the M&M co-sponsor share. The amount can be highly dependent on venue/attendance and the cost of the meeting and as such any return cannot be guaranteed. There is no formal agreement in place for either co-share return or loss and such an agreement in the future will need to consider the possible of MAS occurring a loss from M&M.

There was a question about budgeting of the Presidential Reception. The cost of the Presidential Reception is subtracted from M&M meeting expense and there is not a separate billing to MAS.

There was a question regarding input to the selection of future M&M site locations.

Currently, the meeting manager researches the locations based on technical specs and attendance size, receives bids, and then recommends a site. The meeting manager rather than a decision by MSA Council decides selection site. There is communication between the meeting manager and both MAS and MSA Presidents regarding possible future site locations.

There was a question about the Executive Council budget amount. The greatest cost component is the post Summer Council dinner followed by travel expenses such as the cost for the MAS President to attend the MSA Winter Council Meeting.

There was a comment about the existing teleconference costs compared to WebX and the impact on MAS Council Meetings costs. WebX is expensive but there are other alternatives such as GoToMeeting that might be affordable.

Budgeting for the 2010 EBSD TC expenditures that occur in 2009 was noted as missing from the 2009 budget and will be added as a line item.

There was a question about expenses for sustaining membership and the costs for the awards and meeting publications. These expenses come from Meeting expenses.

There was a question about the small amount budgeted for web presence and increasing that amount. The amount has already been increase to cover additional improvements and that amount can be increased if needed.

Ian Anderson moved to approve the 2009 Budget, seconded by Luke Brewer. There was no discussion and the motion was approved.

Duncumb Award Nominees (Cathy Johnson)

The following list of Duncumb Award nominees was submitted: Eric Lifshin (not member since 2007), Rick Mott (not member since 2006), Klaus Keil (honorary member), Phillip Russell (member), David A. Muller (not member), Dale Newbury (member), Jon McCarthy (member thorough 2008) and Paul Kotula (member).

Discussion:

The requirements for Duncumb Award nominees are defined on the MAS website and it was noted that nominees must be current MAS members. Also noted was the listed requirements are not very specific. It was suggested to form a committee to formalize the nominee requirements and define the requested nomination package as well as generate guidelines for the selection process.

Jim McGee moved to approve Dale Newbury for the Duncumb Award, seconded by Luke Brewer. There was no discussion and the motion was approved.

M&M 2008 Best Paper Awards (Luke Brewer/ Kristin Bunker)

The following list of nominations for the MAS Best Paper Awards for Microscopy and Microanalysis 2008 was submitted:

Cosslett Award

First Place: M. El-Gomati, C. Walker, C. Bonet, S. Tear, and J. Matthew, "Secondary, Backscattered and Low Energy Loss electrons in the SEM: Quantification for Nano Analysis", #730.

Runner Up: Jana Berlin, R.H. Jones, A.J. Brearley, and M.N. Spilde, "Determining Bulk Chemical Compositions of Chondrules by Electron Microprobe: Modal Recombination versus Defocused Beam Analyses", # 251.

Birks Award - best contributed paper

First Place: James M. LeBeau et al., "Quantitative HAADF-STEM and EELS", #49.

Runner Up: Tom Zega, A.D. Kilcoyne, R.M. Stroud; "Nanobeam Analysis of the Oxidation States of Transition Metals in Primitive Planetary Materials" #497.

Macres Award - best instrumentation or software paper

First Place: Colin MacRae, N. Wilson and A. Torpy, "Methodology for the Quantification of Hyperspectral Cathodoluminescence" #659.

Runner Up: Paul Thomas et al., "Elemental Mapping in Three Dimensions using 4D STEM-EELS Tomography", #268.

Castaing Award - best student paper

First Place: H.C. Floresca, "New FIB Fold-Out Method for TEM Cross-Section Sample Preparation", #247.

Runner Up: H.L. Xin, V. Intaraprasong, and D.A. Muller, "Controlling Channeling Effects in Aberration-Corrected STEM Tomography", #617.

Stuart McKernan moved to approve the MAS Best paper award nominations and the first place finisher in each of the 4 categories, seconded by Jim Bently. There was no discussion and the motion was approved.

Committee Chair Appointments (Cathy Johnson)

The following list of committee chair appointments and positions was submitted:

Education Committee, Inga Musselman (confirmed). 2009-2012.

M&M 2011 Program Co-Chair (Nashville). (Masashi Watanabe, unconfirmed).

Microscopy Today, Editorial Board representative, (open).

International Liaison (open). Selection is critical because of IUMAS-6 in 2014/2015, this position will need two terms served.

Ian Anderson moved to approve Inga Musselman for Education Committee Chair for the period of 2009-2012 and Masashi Watanabe as the MAS Co-Chair for 2011, seconded by Luke Brewer. There was no discussion and the motion was approved.

Website Plans (Cathy Johnson for Nicholas Ritchie)

A plan was presented to replace the existing static HTML web site with a web site driven by a Plone-based content management system (CMS). A CMS is a web application designed to make it easy for non-technical users to add, edit and manage a website.

- Migrate our static HTML web site to a host that supports Plone.
- Create all new content using Plone.
- Migrate existing static content to Plone.
- April 2009 – Open an account at with a Plone hosting site.
- April-May 2009 – Configure site, transfer content, and develop site structure.
- Before 31-May-2009 – Transition from our current host to the new Plone host.

Strategic Planning (Paul Carpenter)

AMAS / EMAS societies (Carpenter/Vicenzi/Johnson)

There has been an informal invitation among AMAS, EMAS and MAS for cross Council Meeting attendance with the purpose of increasing interaction among the societies, increasing awareness about activities, and to decrease overlap and conflict in dates for meetings and workshops. It was suggested to pass a motion that this be a formal invitation and an obligation of the MAS President. It was noted that there is an alternate year President's invitation with AMAS and EMAS, where MAS provides financial assistance for one of the Presidents of the sister societies to attend M&M, and the sister societies have a reciprocal agreement and provide assistance for the MAS President to attend their biennial meeting. The Presidents of AMAS and EMAS will be extended the formal invitation to attend our Council events, whether or not financial assistance was

being provided that year. It was also noted that the President of IUMAS should be included in the formal invitation.

Ed Vicenzi moved that the President of MAS issue invitations for MAS Council Meetings, so that AMAS, EMAS and IUMAS Presidents or their designates attend our Council Meetings, seconded by Jim McGee. There was no discussion and the motion was approved.

Program/Topical Conferences Leads (Jim McGee)

There should be more structured planning group for the Topical Conference series. A committee seems logical with the Strategic Planning Committee mentioned as a possible committee to take over this task. The committee should establish a one or two year plan, which included topic, venue, and program chair and would include handling the budget process. It was noted that taking responsibility for the TC program is a different charge to the original purpose of the Strategic Planning Committee. It was agreed that the TC program needs a committee structure to be successful.

There are existing guidelines for a TC program but they do not address detailed issues such as how do we receive proposals or how to implement a TC in terms of a timeline. It was suggested to review a redraft of the TC guidelines at the 2009 TC meeting.

One possible structure was that the chairs of existing MAS committees (Education, Sustaining Members, Program Committee, Strategic Planning, etc) form the Topical Conference Committee. In this way, for example, the Sustaining Members Committee would be involved in with communication with vendors for support or Education Committee would be involved with soliciting student scholarship opportunities.

It was noted that such a committee would need close involvement with actual TC program including attendance.

The possibility of using the M&M meeting management group for assistance in MAS TC meeting logistics was also raised.

The 18-month lead-time was recognized to be important for gaining vendor support as vendor budgets are typically established on a yearly basis. Also while vendor specific technical sessions are not permitted in M&M, the TC program do not have this restriction and there is the possibility of greater vendor support or even vendor supplied TC proposals.

It was noted that the MAS TC program was very important preparation for MAS hosting of IUMAS in 2014.

A possible future venue for a TC program was Pittcon with its typically large attendance numbers. Pittcon is untapped with regard to getting interest and involvement with MAS.

One concern that is reflected in the upcoming 2009 TC was that attendance seemed to be limited to the core MAS group. This raises the issue of how to grow and sustain the TC program.

Any Other Business (Cathy Johnson):

There was a proposal for involvement between MAS and Microscopy Today (Charlie Lyman) where MAS would have an Editorial Board representative with Microscopy Today. An award by Microscopy Today for Best Techniques Paper was being proposed with that award being given by the MAS President. In addition, there would be the opportunity for content linkage between the MAS and Microscopy Today websites. The consensus of Council was to proceed and identify a candidate for Microscopy Today MAS Editorial Board representative.

Ian Anderson moved to adjourn the meeting, seconded by Luke Brewer. There was no discussion and the motion was approved.

Respectfully Submitted

Scott D. Davilla
MAS Secretary

Appendix I – Present and Past Action Items

New Action Items from Winter Council 2009

2009-01-001, Dan Kremser with coordination from Lou Ross to contact Kathy Vale or meeting management to find out the cost of a wired network connection for the MAS booth and the possibility of corporate sponsorship.

2009-01-002, Cathy Johnson to obtain MAS share of net proceeds from M&M2008 from MSA and forward to Jim McGee for inclusion in the budget.

2009-01-003, Cathy Johnson to discuss with Jim McGee a standing line-item regarding yearly TC funding.

2009-01-004, Cathy Johnson to a) call for and assemble list of potential future Emeritus members and b) send a letter from the MAS President to Aldo Armigliato regarding his Emeritus status acceptance.

2009-01-005, Luke Brewer with Dan Kremser to investigate linking the renewal form to the election pages.

2009-01-006, Ian Anderson to gather info regarding items required for TC guidelines for next meeting.

Action Items from Summer Council 2009

2008-08-001, 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).

2008-08-002, 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

2008-01-003 (IN PROGRESS), All Council– Suggestions for topics to emphasize/de-emphasize for 2009 program based on previous meeting programs, send to Luke Brewer.

2008-01-004 (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 - MicroNews Committee chair submissions, will be part of Ian Anderson's action item to discuss terms of tenure with committee chairs

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