

Minutes of the 2010 Fall Council Meeting
American Crystallographic Association
Westin Boston Waterfront Hotel - Saturday, October 9th, 2010

Note: Formal motions and action items are highlighted in bold.

The following members were present:

Judy Kelly (President)
Robert Von Dreele (Past President)
Tom Koetzle (Vice-President)
Bernie Santarsiero (Treasurer)
Carrie Wilmot (Secretary)
Jim Britten (Canadian Representative)
Marv Hackert (IUCr Representative)
S. N. Rao (Financial Officer)
Bill Duax (Chief Executive Officer)
Marcia Colquhoun (Administrative Manager)

Call to Order

Kelly called the meeting to order at 8:25 AM.

Agenda item 1: Review of current agenda (Kelly)

The agenda was reviewed.

Agenda item 2: President's Report (Kelly)

2010 Fankuchen Award: Kelly contacted David Watkin to congratulate him on the Fankuchen Award and the ACA's regrets that he was unable to travel to Chicago. Kelly invited him to join us in New Orleans for the 2011 ACA Annual Meeting and give his Fankuchen Lecture on Wednesday morning, June 1, 2011. She received an optimistic reply on August 4th 2010.

2011 Transactions Symposium: Kelly contacted Philip Coppens regarding the 2011 Transactions Symposium that will celebrate the International Year of Chemistry (IYChem) and his work in Time Resolved Studies and Photochemistry (AM) and Charge Density (PM). The Transactions Symposium is scheduled for Monday, May 29th, 2011 (sponsoring SIGs: Small Molecule, Synchrotron, General). She received an enthusiastic reply on August 5th 2010.

ACA Summer School funding by the USNC/Cr: Kelly wrote to the US National Committee of Crystallography (USNC/Cr) on September 18th 2010 to ask that they approve their funding for ACA Summer School applications electronically. This has been placed on the Fall USNC/Cr meeting agenda. The initial response suggested voting electronically would be OK, but there was a reluctance to agree to a \$ amount electronically.

Promoting the ACA in the media: Kelly wrote to Allen Oliver on September 18th 2010 and charged the Communications Committee to investigate the American Institute of Physics (AIP) Inside Science News Service. The ACA is a member society of AIP. She asked that they formulate a plan to maximize benefits of the service to the ACA. There had been no response so far, and Kelly will need to chase this up. After the lunch meeting at the 2010 ACA Annual Meeting in Chicago, Kelly had thought they were now on board. This followed them being completely unresponsive following Alice Vrelink stepping down as Chair upon her move to Australia. So it was disappointing he had not yet replied.

AIP report: Kelly received a report from Fred Dylla (CEO of AIP) on AIP developments (April to August, 2010). AIP has opened a Beijing Office. Evan Ownes is the new CIO for Publishing, and Robert Harington is Publisher of AIP Partnerships. AIP is transitioning to two new production partners for copyediting, XML composition, and page make up. AIP's Scitation C³ resource and the UniPHY scientific social networking initiatives are all progressing. Twelve Society of Physics Students undergraduate interns worked in Washington DC this summer. Industrial outreach efforts include the 2010 Industrial Physics Forum, themed "Applications of Laser Technology", to be held in conjunction with the Optical Society's Annual Meeting on October 25th-26th in Rochester, NY. Duax and Colquhoun will attend to get a better understanding of how AIP Forums work. Paul Sweptson (Industrial SIG Chair) is interested in doing something similar in conjunction with the ACA Annual Meeting. AIP and the American Association of Physics Teachers (AAPT) brought 20 members of the US Physics Team to visit their Congressional reps on Capital Hill. The team earned 5 medals at the 41st International Olympiad in Zagreb, Croatia, July 17th-25th 2010.

Upcoming meetings where Kelly will represent the ACA:

USNC/Cr in Irvine, California, October 30th 2010. Koetzle and Santarsiero will also attend (voting ex-officio).

First North African Crystallographic Conference, Morocco, November 23th– 26th 2010.

Council of Scientific Society Presidents, Washington, DC, December 3rd– 6th 2010.

MOTION: Accept report (Wilmot/Von Dreele; Unanimous)

Agenda item 3: Approval of Minutes from Summer 2010 Council Meeting

Santarsiero and Koetzle identified some errors which were corrected.

MOTION: To accept the amended minutes (Von Dreele/Britten; Unanimous)

Agenda item 4: Secretary's Report (Wilmot)

ACA minutes: The minutes of the 2010 Spring Council Meeting and the 2010 All-Members' Business Meeting were up on the ACA web-site, and Wilmot had produced an edited version of the 2010 Summer Council Meeting minutes for RefleXions. There are 3 lunchtime meetings from the 2010 ACA Annual Meeting that needed vetting by the participants.

ACTION: Wilmot to circulate the 3 lunchtime meeting minutes to all participants, and make amendments as appropriate. Amended minutes to be sent to Colquhoun.

Awards: The triennial Patterson (Keith Moffat, University of Chicago) and Wood (Dan Nocera, MIT) awards will be presented at New Orleans 2011, in addition to the annual Etter Early Career Award (Yurij Mozharivskij, McMaster University).

See agenda item 11 for further discussion of awards.

MOTION: Accept report (Santarsiero/Britten; Unanimous)

Agenda item 5: Canadian Representative Report (Britten)

Nothing has changed much since Britten's last report presented at the 2010 Summer Council Meeting.

Canadian National Committee for Crystallography (CNC/Cr) web-site: Britten had now got control of the web-site following Lachlan Cranswick's death (Cranswick had been webmaster). Britten is still getting to grips with making alterations to the site.

2011 Chemical Crystallography Workshop (CCW): The dates of the next CCW will be June 3rd-9th 2011 after it was found that the original dates clashed with those of the 2011 ACA Annual Meeting. Due to this there had not been enough time to apply for International Union of Crystallography (IUCr) support.

Teaching Crystallography: There was a general discussion on teaching crystallography, and getting students more exposure to crystallography. Hackert asked if the ACA could gather together what teaching tools are available. Generally teaching of crystallography is at the graduate level and many Universities do not have formal classes any more in crystallography. Wilmot stated that gathering together teaching materials at an umbrella IUCr web-site was a major goal of the International Year of Crystallography (IYCr) that IUCr was working towards for 2013. Could ACA make an outreach web-site that gathers together crystallography teaching materials as part of this process? Colquhoun pointed out that links to many teaching materials and web-sites are already on the ACA web-site. Kelly asked for Colquhoun to make this more prominent by adding a link to this area on the front page of the ACA web-site. Britten stated that the ACA needs to be proactive, and that most professors teach with the same materials they have for years. Santarsiero suggested that ACA use the network of regional chapters of societies, such as the American Chemical Society (ACS) whose members may use crystallography, to promote updated teaching materials and the importance of crystallography. Hackert stated that the ACA needs to be in the top few hits of web search engines, such as google, if "crystallography" is the search word. Von Dreele suggested that a mis-spelling of "crystallography" should also come up with the ACA as a top hit. Britten stated that the ACA should appear in the wikipedia entry for crystallography as the professional society in the Americas, with a hyperlink to the ACA web-site.

ACTION: Colquhoun to (1) add a prominent link to the area containing links to crystallographic teaching materials to the ACA web-site front page; (2) find out whether the ACA is prominent when "crystallography" is used as the search word in web search engines; (3) add a link to the ACA web-site as part of the wikipedia entry on crystallography.

MOTION: Accept report (Hackert/Santarsiero; Unanimous)

Agenda item 6: Treasurer's Report (Santarsiero)

Santarsiero presented all the Annual Meeting budgets and costs since Chicago 2004. The good news was Chicago 2010 was in the black by \$6,500. Chicago AV had been a killer (\$61,000) and Colquhoun had negotiated the price down from \$90,000. The high price tag was largely due to the Trade Union requirements that exist in Chicago, and had also affected the 2004 ACA Annual Meeting in Chicago. In the current economic climate donations had been really down (\$31,332 *c.f.* \$50,375 in 2009). However, there had been a large donation from Abbott Labs. The word from Pharma was that many of them were currently not allowed to travel due to economics, so industrial attendees were low. The economic situation was such that Annual Meeting organizers should expect this to continue through 2011 and possibly 2012. As Santarsiero was worried about the Meeting finances, he had not provided extra money to Workshop organizers who requested additional support for speakers, but the speakers all still came anyway. The Workshops actually made money rather than losing money, which had been the trend in recent years. The high cost of name tags (\$10,620) was brought up. Colquhoun explained that this included the plastic sleeve and lanyard, the participant list etc. Hackert suggested that attendees be asked to hand back plastic sleeves and neck lanyards to save money in future years. It was agreed that this was an excellent idea. Bruker is the only Company to give money towards the portfolio given out in 2010, or bags in recent previous

years. In 2010 this had been less than normal (\$3,000). Von Dreele stated that the portfolios were a big hit. Colquhoun confirmed that these would be also given in the next few years. Colquhoun and Kelly had come up with the idea that perhaps they could ask Bruker for money up front for the next 5 years, and have 5,000 made without the year on the front. The total was significantly lower for buying 5,000 over 1,000 (\$1 a portfolio), thus using only \$1,000 a year. Duax suggested that if they did not get a 5 year commitment from Bruker, they could still order 5,000 with no logo on the front, and then if they got sponsorship could just get stickers made up for that year. Santarsiero bought 5 laptops to use for audio visual. This saved ~\$5,000, so will save \$25,000 over the next 5 years. The question was asked if hotels / conference centers would require the use of their own AV computers. Colquhoun stated sometimes they have to pay a small charge (similar to a corkage charge), but it was still much cheaper. Santarsiero realizes that these will need to be stored and moved from meeting to meeting. The main burden that he had not considered when buying them was the large number of software updates he would need to install on each laptop once a month. Von Dreele stated that many of the rising costs had been off-set up to now by the \$41,000 credit the ACA receives each year from the multi-year hotel deal they negotiated. Santarsiero stated that they had saved money by holding the YSSIG events off-site. This had worked well, although he only allowed this as he knew the meeting was going to hit the minimum food and beverage required by the hotel deal. Koetzle stated attendees pay only \$100 a day. Who can complain about what they got from the Meeting for that amount of money?

MOTION: Accept report (Koetzle/Hackert; Unanimous)

Agenda item 7: Financial Officer's Report (Rao)

Rao passed out a financial report. Currently the ACA only has 4 months operating budget in reserve. Rao feels the ACA should have a year of operating funds in reserve. No capital has been added to the reserve since the initial deposit 2 years ago, although dividends (\$11,000 this year) were adding to the account. Rao pointed out that the ACA was running a ~\$130,000 deficit in the operating budget for the 2010 calendar year. This caused alarm within Council. The major incomes are from the dues, Annual Meeting and newsletter. As the Chicago Annual Meeting did not make much money, this had exacerbated the 2010 operating account deficit. However, membership dues for 2011 will come in before the end of the year, and this will tide the ACA over, although technically they are part of the 2011 budget. So the ACA is \$130,000 down and will have to take this from the operating reserve if the New Orleans Annual Meeting does not make a profit. Wilmot pointed out that this was a spring meeting due to the August 2011 IUCr Congress and Assembly in Madrid, and in the past these meetings always have a lower attendance. Von Dreele stated that the deficit probably rolls from year to year, as the Annual Meeting never makes this amount of money. He suggested it represented a mis-match within the income stream. Koetzle and Hackert did not understand where this deficit had come from as it had not been an issue in prior years. The "source" of the deficit became clear when Rao reminded Council that since the 2008 Knoxville Annual Meeting 50% of the ACA office staff salaries and benefits had been made part of the meeting budget to better reflect staff effort. Thus, previous income to the operating budget from meeting profits had effectively migrated into the meeting budget, which was \$166,000 in the black, thus giving a surplus of ~\$36,000 between the two budgets. As the Annual Meetings bring in more money than dues, there was an imbalance between the two accounts. Council breathed a sigh of relief. However, this demonstrated the importance of always having an Annual Meeting. Rao pointed out that the \$166,000 in the meeting account was needed to pay certain costs up front prior to attendee registrations coming in. Rao further pointed out that if the meeting up front costs and the operating budget deficit were combined, this amounted to 6 months of the current ACA annual

budget. So it was still important to build up an adequate reserve. Duax stated that the 10% increase in 2011 dues should cut the operating budget deficit in half. Hackert asked Rao how the current system works in practice. Rao stated that he pays 6 months of office expenses from the operating budget and 6 months from the meeting budget. Koetzle asked what happens if the Annual Meeting makes a loss? Rao replied that this would be a problem, but if the Annual Meeting is revenue neutral then we are fine. The operating reserve will continue to slowly build through dividends. Britten stated the ACA needed to be able to survive in the event that an Annual Meeting had to be canceled. Due to the SARS scare a medical conference that was to be held in Toronto was canceled, and the organizing society lost \$1,000,000. Koetzle clarified with Rao that if an Annual Meeting makes a \$10,000 loss, this will need to come out of our current reserve.

Rao pointed out that unlike other scientific societies we have significant restricted funds that cannot be touched. These funds (primarily related to awards, travel grants etc) are not the ACA's money; we are monetary guardians. For example, the Fankuchen award endowment was originally overseen by Brooklyn Polytechnic, but they had asked the ACA to take over and manage the award fund. Award monetary prizes and costs come from the dividends/interest, and the principle is not touched. The subject of the Charles E. Supper Instrumentation Award fund was raised, and whether Steve Nelles of Supper was intending to add any more into the principle. There is currently ~\$12,000 in the account.

ACTION: Kelly to talk to Steve Nelles to see if Supper intends to add money to the fund.

Kelly was asked to let Santarsiero and Rao know the content of any conversation with Steve, and to copy any resulting e-mails, as Steve always phones them following any discussion about the Supper Award with the ACA President.

Recommendations by Rao:

1. 3% of the annual dividends from the award principles go to the operating reserve as an administration fee for the ACA managing the award endowments.
2. The rest of the dividends (97%) would remain with the awards as spendable.
3. 100% of the dividends from the operating reserve should be added to the operating reserve.
4. 50% of the net meeting profits would be moved to the operations budget (the other 50% would be required to pay up front costs associated with the next meeting).

Hackert asked whether the administration fee should be higher. Rao stated this was similar to other non-profit organization administration fees. The account containing the award dividends was currently more than the payouts (\$38,845), so the awards spendable would not be impacted by the 3% fee and would continue to grow.

With regard to building up an operating reserve Duax suggested adding a line to the dues form asking for donations to a contingency fund. Kelly stated that Council was still getting to grips with cash flow and balance, so it was too early to make such a decision. Britten suggested that having a contingency fund line might attract money from vendors who don't want to see us fail. Duax stated that overwhelmingly donations associated with payment of annual dues are to funds that support young people, such as student travel grants and the Etter Early Career Award.

Kelly suggested that Rao might speak at the all-members business meeting at the Annual Meeting. Koetzle felt this might appear defensive. Rao was worried that when the membership saw in the annual accounts (published in RefleXions) that the ACA had over a \$1,000,000 in the

various accounts and endowments that the membership would be in an uproar about increases in 2011 membership dues and Annual Meeting registrations. Hackert suggested that Rao split the numbers into those related to restricted funds and those from other funds (including separating out the Annual Meeting budget to give membership an appreciation of the actual costs associated with putting it on).

ACTION: Rao and Santarsiero to write an article for the winter issue of RefleXions about the 10% increase in membership dues to coincide with the mailing of the 2011 forms.

It was decided that the ACA balance sheet should be published in the spring issue of RefleXions rather than the winter edition.

MOTION: To accept Rao's recommendations (Santarsiero/Wilmot Unanimous)

MOTION: Accept report. (Santarsiero/Wilmot Unanimous)

Agenda item 8: IUCr Representative report (Hackert)

IUCr Executive Committee (EC) meeting, Darmstadt, Germany, on August 29th 2010: The meeting was not a full EC meeting, but included those members who attended the European Crystallographic Association conference and some other EC members who could make the meeting. The main purpose of this interim EC meeting was to talk about finances, and was only one day long. The next full EC meeting would be in Busan, Korea and will last 3-4 days.

IUCr finances: There was review of the financial records of the IUCr, which were generally healthy, having improved substantially with the rebound of the market over the past year. Hackert was interested to learn that they think about themselves financially as a publisher that happens to be attached to a scientific society.

Commission on International Tables: There was a need to find someone new to assume the position of Chair of the Commission on International Tables. After discussion, Carol Brock was approached about taking on this responsibility and has agreed to be the new Chair.

International Year of Crystallography (IYCr): There is broad support for celebrating an 'International Year of Crystallography' in 2013.

Statutes and By-Laws Committee: The committee consists of Ted Baker (Chair), who was not present, Andre Authier, Hackert, and the Executive Secretary Mike Dacombe. The Committee has had many e-mail exchanges discussing several matters including: (1) Changing the way roll call at the beginning of the General Assembly (GA) sessions, and how Commission reports are handled to speed up these processes; (2) Whether to allow secret ballots at more than one session, so that decisions such as site location and EC elections can take place on different evenings; (3) The issue of secret ballots and voting procedures, including the use of electronic means to record votes; (4) Whether all appointments of ordinary members should serve for 6 years, and should the IUCr change the way inactive members are removed; (5) Officially adding the position of Executive Secretary as a ex-officio member of the Statutes and By-Laws Committee; (6) Ways to insure greater diversity and geographic representation on the EC and IUCr commissions, and ways to incorporate Regional Associates at the General Assembly. After extensive discussion of the preliminary document, further discussion and e-mail exchanges, a near final 7-8 page document has been drafted for consideration by the full IUCr EC when it meets at Busan in late October. The recommendations have been divided into those that can be implemented by the EC without needing GA action (changes that affect only how the IUCr operates) and those that will require a vote and approval of the GA. A short summary of the recommendations is given below:

RECOMMENDATION (1)

Revised Statute 6.2 The election of Officers of the Union shall be arranged in such a way that there will not be more than two Officers from any one Country **and that amongst the six ordinary members there will be at least one Officer from a Country from each of the geographical areas represented by the Regional Associates.**

RECOMMENDATION (2)

Revised By-Law 8.5 In voting for the President, Vice-President, General Secretary and Treasurer of the Union, each of these offices shall be taken separately and voting shall be by secret ballot. A simple majority of the votes represented by the delegates present at the voting session shall be required for election.

Revised By-Law 8.6 The election of the ordinary members of the Executive Committee shall be by secret ballot, the ballot form showing the nominations presented by the Executive Committee and the nominations made by delegates.

Balloting shall be conducted in such a way that the requirements of Statute 6.2 are met.

The way this is done in practice is still up in the air, and don't need as part of statutes.

RECOMMENDATION (3)

Revised By-Law 1.3 The General Assembly may determine the date and the place of the next but one ordinary meeting of the General Assembly.

RECOMMENDATION (4)

Revised Statute 5.4. In special cases, the President of the Union, with the consent of the Executive Committee, may call an extraordinary meeting of the General Assembly. In special cases not requiring an amendment to or a change of the Statutes, the President of the Union with the consent of the Executive Committee may ask for a postal **or electronic** ballot of the Adhering Bodies. This shall be done at the request of one-fifth of the Adhering Bodies.

Revised Statute 13.1 Amendments to the Statutes require action at a General Assembly. An amendment is adopted at such an Assembly only if (i) at least two-thirds of the votes represented at the General Assembly are affirmative and (ii) if these affirmative votes amount to more than half the total number of the votes of all Adhering Bodies. In the event that the vote on a proposed amendment satisfies condition (i) but not condition (ii), the Executive Committee may refer the proposed amendment to a postal **or electronic** ballot of the Adhering Bodies. If the proposed amendment then obtains affirmative votes amounting to more than half the total number of the votes of all Adhering Bodies, the amendment is adopted.

RECOMMENDATION (5)

New By-Law 4.4 The General Secretary may appoint a permanent Executive Secretary to assist with the running of the Union. In the event that an Executive Secretary is appointed the posts of General Secretary and Treasurer will be combined. In these Statutes and By-Laws administrative tasks assigned to the General Secretary will be considered to have been fulfilled if carried out by the Executive Secretary.

The document will be voted on and finalized at the Busan meeting of the full IUCr EC. This will be followed by Larsen (IUCr President) informing the National Committees of the changes, and hopefully these will be in place for GA voting at the 2011 GA in Madrid, Spain. Hackert will send copies of the full document of recommendations to the ACA Council, Iris Torriani (as a representative of South America), Britten (Chair of the Canadian National Committee for Crystallography), and Katherine Kantardjieff (Chair of the USNC/Cr) for feedback prior to the IUCr EC meeting in Busan.

Santarsiero inquired if Hackert was going to the USNC/Cr meeting in Irvine, California. He stated that he had not been invited, although the dates were the same as the IUCr EC meeting in Busan. As an IUCr EC member it states in IUCr by-laws that EC members have to attend their home country's National Committee meetings. USNC/Cr needs to be informed of this, and to keep Hackert in the loop.

ACTION: Kelly to tell Katherine Kantardjieff and Brian Toby that the USNC/Cr needs to invite Hackert to the USNC/Cr meetings.

2011 IUCr Congress and General Assembly: The next IUCr Congress will be in Madrid in 2011. The three Nobel Prize winners in chemistry for 2009, and the Ewald Prize winner will be

honored. Kelly asked whether the US should be putting forward a bid to host the IUCr Congress in 2020 (25 yrs since Seattle)? It was felt that this might be too close to the Montreal Congress, which would be viewed as the Americas. USNC/Cr wanted to put together a proposal for hosting the 2020 Congress. Sine Larsen is keen to have a South American country as the site for a future IUCr Congress and General Assembly.

Next IUCr Executive Committee (EC) meeting: The next full meeting of the IUCr EC will take place in Busan, Korea, October 29th-31st 2010. A discussion of the Commissions, nominations received, and an update on plans for Madrid are on the agenda for that meeting.

Agenda item 9: Executive Officer / Headquarters Report (Duax / Colquhoun)

Budgets: Estimated final costs for the operating and meeting budgets in 2010 were presented (a deficit of \$27,337 is projected), along with the proposed operating budget for 2011 (a deficit of \$117,339 is projected with the current proposal). The proposed budget for the New Orleans 2011 Meeting was also presented (a deficit of \$56,583 is projected (expenditure \$425,093; income \$368,510)), along with a suggested budget based on Colquhoun's experience with Spring meetings on IUCr years (a deficit of \$81,640 is projected (expenditure \$412,093; income \$330,453)). These deficits are due to membership dues not covering 6 months of the office budget. Thus it does not include assignment of expenses to other sources, so the ACA is not in trouble.

ACA Newsletter: Current costs and advertising revenue from 2010 issues of ACA RefleXions thus far (Spring and Summer) were presented. Newsletter advertising rates will not be increased for 2011 issues, but the member fee for airmail delivery has increased to \$40 per year. RefleXions is only able to operate with the current revenue as Judy and Connie volunteer their time for free. RefleXions may need to employ a part-time person if volunteers do not come forward. Duax will ask Judy and Connie what hours they put in, to get a feel for what we may need in the future. Hackert stated that he thought he had heard that Ron Stenkamp might agree to step up to plate in the longer term. The current state of play was unknown from Judy and Connie. Hackert thinks he is more likely to consider this in the distant future. Koetzle had been approached, but stated that until he finished his term on the ACA Executive Council he could not consider getting involved. The most likely candidates are active retirees or emeritus scientists.

Membership: The numbers of new (254 + 140 [non-member at Annual Meeting automatically sent materials for year]), renewed (1446) and resigned (8) members for 2010 thus far were presented. These can be considered the final number of paid members for 2010 because bills for 2011 dues will be mailed soon. The total membership was 1,840. There were 639 members in 2009 that remain unpaid for 2010 (typical for members who only joined to reduce costs at the 2009 Annual Meeting, and did not attend the 2010 Annual Meeting). The ACA was not making progress in increasing membership numbers. Have any AIP member societies had successful membership campaigns? One of the issues was retaining members who joined for cheaper registration at the Annual Meeting. Koetzle spoke with one of the Europe-based prize winners, who apparently did not perceive any advantage to remaining a member of the ACA in the ACA in the long term. The ACA gives out some registration waivers, but most scientific societies do not do this for their meetings. Therefore, not giving out waivers would probably not put people off attending an ACA Meeting. Wilmot mentioned that the ACA lets non-member invited speakers register at the member rate. Duax wondered about making the non-member registration the member rate plus 2x ACA membership. Kelly stated that this was already the case with a difference of \$500 (regular member) and \$700 (non-member, regular ACA membership is \$110) for New Orleans 2011. Von Dreele stated that the European meetings have sessions on spin and charge density, the area of expertise of Phil Coppens, who is a

plenary speaker in New Orleans and inspiration for the 2011 Transactions. Duax brought up including fluorescence in ACA Meetings. Kelly wondered if there could be an initiative to start a SIG in spin and charge density. Alan Pinkerton and Ed Stevens work in this field; however this type of research is not a major focus in the US. Perhaps the time-resolved crystallography community could be a target for membership growth. Keotzle wondered if a time-resolved macromolecular crystallography Transactions could be put together. It was thought that a better direction may be to add a couple of non-traditional sessions to the ACA Meeting to get a feel for interest.

Melissa Urwin is the new staff member in the ACA office.

The ballot for the 2010 elections was completely electronic. This saved ~\$1,000. The office no longer sends postcards with ballot information; this is now all done by e-mail. Postcards are still sent out for those without an e-mail address. Von Dreele stated that other scientific societies have electronic voting through the use of a member unique username and password. Colquhoun wondered if this can be generated automatically for each different e-mail address. Santarsiero asked if we could use a member's e-mail address as their username. Colquhoun stated that most people had multiple e-mail accounts. Wilmot stated that this was true, but normally people only have one professional e-mail address.

MOTION: Accept 2011 budget as presented in Table 2, minus annual meeting line. (Von Dreele/Wilmot Unanimous)

MOTION: Accept report. (Von Dreele/Wilmot Unanimous)

Agenda item 10: Annual Meetings

Format and budgets of future meetings

Due to the rapidly increasing costs of the Annual Meeting, there is a proposal to reduce the meeting from 5 days to 3 or 4 days.

Reasons for shortening the ACA Annual Meeting:

- The majority of attendees only come for 3 days. Time as much as money is a factor when deciding whether to come to a meeting or not.
- Only 33% of the attendees are in sessions at any given time suggesting that more simultaneous sessions might satisfy some of the other 67% of those attending. Most of our venues have additional space so that more simultaneous sessions could be scheduled providing more options.
- Save money and attract attendees.
- Since airfares do not depend upon the 'Saturday night stay' like they used to, the days of the week used could be altered to a different scheme. Maybe more people would attend if the meeting was held beginning on Saturday (workshops on Friday) or alternatively we could schedule the meeting for Monday-Thursday). Using typical workdays decreases the labor costs the hotels' charge.

Advantages:

- We will fulfill our hotel night's requirements.
- Planning travel in advance is easier if you don't need to see the program before deciding which 3 or 4 days of a five-day meeting you plan to attend. A 'shorter' meeting may attract more attendees.
- Fewer coffee breaks

- One-day poster sessions reduces the poster board rental, food and beverage costs
- Adding on evening sessions won't increase A/V rental
- The exhibitors are happy with an opening night and three-day exhibit.

Comparisons to other crystallographic and society meetings demonstrated that most of these were 3-4 days with similar registration fees to that of the ACA.

Santarsiero suggested going to 4 days to see how it goes in terms of costs, registrations, vendors etc. Depending on how this worked, then at that point decide whether we should consider going to a 3 day meeting. There was general agreement from Council that this was the way to go. Kelly was worried about the overlap that would result for the large number of sessions organized by BioMac SIG at a shortened meeting. Wilmot stated that there was already some overlap, and at the IUCr Congress there were always two concurrent sessions of interest to the BioMac community throughout the meeting. Duax stated that this was also true for the European Crystallographic Association Annual Meeting. The consensus was that overlapping BioMac sessions would not be a problem. Colquhoun stated that she did not think a 4 day meeting would save much money, but she felt it would get more people to come. Kelly stated that awards talks could be problem, although having Venki Ramakrishnan's lecture on Saturday night had worked well, so it would be possible to place an award talk on opening night. Koetzle stated that shortening the Annual Meeting represented a very big change. He went on to say that it was too late for 2011, and as a hotel deal had been already been struck for 2012, a move to a 4 day meeting would probably have to wait until 2013. Duax suggested making a commitment to do this, and then talk with the SIGs at the 2011 Annual Meeting in New Orleans about the practicalities and impact of moving to a 4 day meeting with 5 concurrent sessions.

MOTION: To move to a 4 day Annual Meeting in 2013, and investigate the possibility of also doing this in 2012. (Von Dreele/Wilmot Unanimous)

Banquet: Rao and Colquhoun would like to have the banquet at lunchtime rather than in the evening. No-one on Council liked this idea. The current cost of the evening banquet per head was \$75, but an alcohol-free lunch banquet would only cost \$50. Council felt the \$25 saving would not make a difference to how many people attended. An evening banquet meant that there could be socialization over a longer period, whereas with a lunchtime banquet a scientific session would immediately follow it. The evening banquet loses \$15,000 currently, much of which is due to the provision of alcohol. Drink tickets at the opening reception were also a big ticket item. Perhaps these tickets could be limited to students, or only give one ticket per person? Colquhoun suggested including the banquet in the Meeting registration fee, so students who cannot afford the price, and whose PI would not pay, could attend. The Protein Society includes the banquet in the registration fee for their annual meeting. Von Dreele stated that for attendees whose registration was waived, the ACA would be left holding the tab for their banquet meal. At the Protein Society Annual Meeting attendees have to pick up their ticket separate from their registration packet a couple of days prior to the banquet, so this means that ahead of time attendance is known. Colquhoun suggested that we budget for 50% attendance, so that the increase in registration fee would not be too great. Santarsiero suggested that the banquet be included in the regular registration rate, but make it optional for students. Wilmot stated that the inclusion of the banquet in the student registration fee is unlikely to make a difference to whether a student attended or not. However, including the banquet meant that all the younger scientists could attend; making it optional would only be exclusive. Larger numbers for the banquet meant a lower negotiated cost per attendee with the hotel. In 2010, 250 out of 960 attendees came to the banquet. So aiming for 50-60% attendance seemed reasonable.

Coffee breaks: Rao stated that coffee breaks are very expensive. At the 2010 Chicago Annual Meeting it had cost \$28,000 (\$80 per gallon). Colquhoun pointed out that giving attendees a

sandwich every lunchtime would cost less than the price of coffee. Von Dreele stated that coffee breaks are in the exhibition hall, and this was viewed very favorably by vendors. Kelly stated that we could still have coffee, but attendees would have to pay. Colquhoun asked whether we needed coffee breaks at all. Koetzle stated that all conferences provide free coffee. How about providing cheaper cold drinks (lemonade and water)? We would provide less coffee and compensate with cold drinks by the gallon. Providing canned or bottled soft drinks and juice cost as much as coffee, so this was not an option.

Other potential savings: Santarsiero suggested combining the mixer and mentor-mentee dinner. Kelly suggested keeping the mixer in the evening, but having the mentor-mentee event as a lunch. Colquhoun pointed out that vendors such as MarResearch have their own evening event. Get we get them them to pay for the mixer and lunch? It was felt that they would not want to.

Could student grants be registration waivers, banquet tickets and YSSIG events? We are already subsidizing students in these areas, so this would mean that we could give grants to more students. Duax suggested trying to persuade the IUCr to let the ACA use the money for costs other than travel, which is the current situation.

Saving money by only having posters up for one day, which is common practice at other meetings. This would reduce space and poster board costs. Kelly would like the posters up for more than 1 night. There was a general consensus that this would not be popular with attendees.

Colquhoun, Santarsiero and the Finance Committee should put together some different scenarios and do a cost analysis. Duax suggested having a questionnaire at the 2011 New Orleans Meeting about different options, and to have a discussion at the all-member business meeting. Koetzle felt strongly that the meeting should not be shortened until 2013, so this was not undertaken in haste.

Budget for 2011 New Orleans ACA Annual Meeting:

The predictions for this meeting are alarming (Colquhoun predicts a possible deficit of **\$81,640**) and an overall deficit for the ACA in 2011 of **\$117,339**.

The following actions were suggested as possible ways to balance the 2011 New Orleans Annual Meeting budget.

- Transactions Symposia that used to generate income through the books produced no longer do so, as the ACA has moved to a web-based model (although Transactions annotated Powerpoints are still not posted on the ACA web-site). Yet we are still subsidizing Transactions to the same extent. For example at the 2010 Annual Meeting the Transactions Symposium brought in \$5,600 in donations, but \$9,650 was disbursed to speakers. Therefore it is suggested to terminate support for transaction speakers and chairs since the transactions are no longer a source of income.
- Rename student travel support, "student support" and limit support to waivers of registration, tickets to the banquet, and YSSIG social event. This will extend the ACA portion of support to more students and use funds to cover the events that do not meet costs because we are supplementing them. (Supplemented support for students staying at the headquarters hotel might also be offered if there is enough direct support for student attendance).
- Provide snacks and soft drinks at the poster session but have a pay bar for beer and wine.
- Raise non-member registration fees to twice those of members, in order to make continued membership in years when one doesn't attend a meeting more often.
- Reducing the length of the meeting may be the most important cost cutting measure.

- Only display posters for one day to reduce the number of poster boards that need to be rented.
- Combine the Award Winner Luncheon and President's Reception into one, cocktail event.
- Combine the YSSIG events (mixer and mentor-mentee dinner) into one big party.
- Schedule the Future Meeting Planning Session on the afternoon of the last day of the meeting instead of the next morning, eliminating the need to pay hotel charges for the SIG reps, extra room rental, etc.

Transactions

Santarsiero had videoed plenary at Toronto, and this was now with our AIP historian. Britten checked to see if AIP could help with videoing Transactions. He was unable to find anything on their web-site that suggested they offered something like this as a service. Kelly asked Britten to check if the AIP web-master knew someone at AIP who could help with this. Santarsiero had looked into how other scientific societies do this, and how much it cost. Santarsiero stated that on a Mac you can take the slides, record audio and then sync the slide changes to the audio. Koetzle stated that he did not pay the 2010 Transaction speakers until their presentations were approved by a committee who checked they contained enough detail that the talk could be followed. At this point 2/3rds of the presentations had come in and been approved. Colquhoun stated that the 2009 Transactions were on the web-site as a PDF of annotated slides. We should be emphatic that speakers hand over slides, including detailed notes for each slide and even audio and then put it together as a web presentation. Duax stated that the ACA used to make money on Transactions, and now we don't but the ACA is still paying the speaker costs. Cahill should tell the speakers that they won't get paid until the ACA has approved their annotated slides. For the 2010 Transactions the organizers collected PDFs, and then went through them and editorially annotated the PDFs. These went back to the speakers to make changes. The last print version was a synchrotron-based Transactions organized by John Helliwell, who drove the speakers hard to get their papers. Therefore, Transactions organizers need to be committed editors. Colquhoun stated that putting PDFs up on the web-site worked well. The 2004 Transactions is complete and available as a PDF on the ACA web-site. There is nothing on the web for the 2005-2008 Transactions. Britten stated that putting up an audio and video presentation on the web-site is very different from this. Colquhoun agreed. Kelly stated that this began at the 2004 Orlando meeting when Transaction speakers were unwilling to write a paper that was not to be in a widely circulated publication. Britten likes utilizing the world-wide web rather than print, but we need to look at what is possible and how we will do this.

ACTION: Britten, Santarsiero and Duax to decide on what the published form of the upcoming 2011 Transactions will be.

Once the format is decided let Kelly know so that she can tell Cahill. It was decided that presenters should provide their finished Transactions (manuscripts or fully annotated presentations) within 30 days of the meeting. Santarsiero would try to record audio coupled to the powerpoints. Colquhoun stated that the Transactions Chair has \$3,000 from outside sources. Can we impose any of these new rules on the Chair and speakers for the New Orleans meeting? The check is issued by the ACA, so the ACA can impose any rules and expectations. Colquhoun would send guidelines to Kelly, who would then forward them to the Transactions Chair. Von Dreele states that the ACA Executive Committee made the decision to go from hard to electronic, and Council talks about this every meeting. Council needs to make a final decision and act on it. However it is done, it needs to be citable for the Transactions speakers, else there is no incentive to put the extra work in to create a finished product. Koetzle stated that he

assumes it will be. Santarsieo asked if this could be published as a special issue of a publication: an *Acta Cryst* journal? Wilmot felt this would be much more palatable to a journal if it was electronic, so perhaps *Acta Cryst F*, although this could only be for biological Transactions. The other *Acta Cryst* journals are becoming more on-line, so non-biological could be associated with the most appropriate. Von Dreele stated that the European powder community does this for the ECA meeting. Hackert checked what the Asian crystallography meeting does, and they put up an edited electronic version on the web as their publication. If we go in this direction, we will need a good editor. Rao stated that Council should make sure the ACA retains the copyright. Von Dreele suggested that perhaps a special issue of *RefleXions* could be published that has an ISBN.

ACTION: Hackert, Britten, Santarsiero and Duax will put together a committee to set policy regarding the publication of Transactions for the 2012 ACA Annual Meeting.

Future meeting sites

2013 Hawaii (Britten suggests a 4 day meeting); 2014 Las Vegas in spring (it is the Montreal IUCr Congress year). Oklahoma City is also a possibility for 2014. Britten prefers Las Vegas as he believes more people will come without impacting the Montreal IUCr Congress; 2015 Washington DC.

Agenda item 11: ACA Awards

Agenda item 11A: 2012 Awards

Etter Early Career: The award speech of Yuriy Mozharivskyj had to be moved to earlier in the week in ACA meeting, as he will be at a solid state meeting that overlaps with ACA.

Buerger & Warren Committees: Koetzle is in charge of appointing the award committees early next year. They are made up of the previous award winner + 2 others, and then the 3 committee members decide which one of them will act as the Chair.

Charles E. Supper Instrumentation Award: The monetary award has been reduced to \$1,000.

Nominations for the ACA Public Service Award: The list below was suggested by Kelly. All are local to Boston (site of 2012 ACA Annual Meeting). Koetzle also suggested some candidates.

ACTION: Wilmot to gather the names of possible candidates for the ACA Public Service Award from Council, collate and poll Council to rank candidates.

Britten had been looking into setting up a general memorial prize for crystallographers who had died in the preceding year. This was not easy as named awards, such as the new Bau Neutron Diffraction Award, are started with endowments, and colleagues are more likely to add to the named awards. Wilmot reminded Council about its support for general “one-off” Memorial Poster Awards with prizes of \$50 each or a plaque (see Council meeting minutes, summer 2010, for detailed discussion). This had previously been suggested as a great way to remember and celebrate the lives of members of the crystallographic community without breaking the ACA bank (number dictated by deaths in preceding year, each given in the name of the deceased in their area of interest/expertise and only awarded once). Britten was enthusiastic about this route.

Agenda item 11B: New Award descriptions

These were presented to Council, and are available on the ACA web-site.

Agenda item 12: ACA Summer Courses and Workshops

Agenda item 12A: Unusual workshops

This arose following the high school teachers workshop at the 2010 Chicago Annual Meeting. Council wished to have a discussion regarding the issue of ACA support for workshops of this type (ACA workshops are typically for Annual Meeting attendees). Kelly asked whether the ACA needs to make a financial commitment to support such workshops as an outreach initiative. For the high school teachers' workshop, the organizer, Cora Lind, had obtained NSF and USNC/Cr money, as well as supporting it with her NSF CAREER award funds. Thus, the 2010 workshop was revenue neutral. It was agreed that to get good attendance at such a workshop registration must be free. Santarseiro suggested that the ACA could support this type of outreach through putting together a packet of things about crystallography that could be given to high school students and teachers: For the 2010 workshop Cora produced the hand-out materials. Perhaps simple materials, such as use of balls to represent packing concepts, could be provided. The International Year of Chemistry had arranged for Galileo telescopes to be available for purchase at a cost of only \$20-25. Could we arrange something similar? Britten wondered if the IUCr had ideas of doing something similar for the planned International Year of Crystallography. Hackert stated that the IUCr would act as an umbrella to coordinate such initiatives, but would not directly organize such materials themselves. Koetzle thought the PDB was doing something along these lines ([PDB educational resources](#)). Santarsiero suggested making posters to send around to schools to tell them something about crystallography and provide a link to a URL that showed a spinning molecule and links to other materials. Drug design was always a way to gain students interest. Susan Strasser at the APS had produced such materials. Duax stated that Joel Sussman had created protopedia (http://www.proteopedia.org/wiki/index.php/Main_Page) that enabled users to add to the pages like wikipedia. Educators were encouraged to get high school students to contribute pages as a project or assignment. Kelly stated that anything ACA did should be tied into IUCr efforts. Hackert stated that this was a good idea, and would forward the educational objectives of the ACA. Could we make hands-on models available through the ACA? Britten thought supporting interactive molecular visualization software was the way to go. Hackert stated that the community needs good software for teaching crystallography. Kelly stated that an easy crystallization "recipe(s)" could be made available on the ACA web-site.

ACTION: Kelly to contact Cora Lind to ask her about ways to raise funds for such types of outreach.

ACA supported Workshops and Summer Courses

The Continuing Education Standing Committee (CEC) has produced new documents describing ACA sponsored education (workshops and summer courses). The documents are more specific on the requirements of the proposed activity. The main changes are to the Summer Course deadline, and the encouragement of a Letter of Intent (LOI) so the initial approach to the ACA does not involve a significant time investment by the potential organizer. Based on CEC feedback and their approval to move forward, the ACA Office will help potential organizers to put together a full proposal.

Requirements for ACA Workshop Applications: Deadline: September 1st of the year preceding the meeting (August 15th for IUCr years). Wilmot stated that the workshop document should use the text "immediately prior to the ACA Annual Meeting" not "Saturday prior" in case any future ACA annual meetings do not start on Sunday, and to accommodate longer workshops, such as the well attended two-day JANA Workshop held in 2009 prior to the Toronto Meeting.

Santarsiero stated that the documents contained all the necessary budget components to yield a realistic budget. Kelly liked the LOI.

2011 Workshops: One workshop proposal had been received on Symmetry-Mode Analysis. Santarsiero stated that he was not worried if there was only a single workshop as 2011 was a spring meeting year.

Requirements and Guidelines for Applications to Host ACA Summer Courses: Deadline: January 15th of the year prior to the starting year. Wilmot stated that it should be made clear that funds will be available to help support the summer course.

ACA Summer Course potential organizers: At the 2010 Annual Meeting, Council asked the Scientific Interest Groups (SIGs) to identify possible Summer Courses and organizers. Interest was expressed by the following;

Small Molecule Summer Course;

1. Allen Oliver (Notre Dame) and Amy Sarjeant (Northwestern) with the School alternating annually between the two Universities

Macromolecular Summer Course;

1. NE-CAT at the APS
2. Andy Howard and Jim Kaduk to be held at the APS
3. Ed Collins (North Carolina)
4. Pittsburgh Diffraction group

Von Dreele stated that the powder diffraction community had expressed interest in running a Summer Course. Von Dreele would get those interested to contact the ACA office.

ACTION: Colquhoun to contact CEC to get them to chase up individuals that had shown interest at the 2010 ACA Annual Meeting in organizing a ACA Summer Course.

Kelly wanted to check with CEC that they wish to change the nomenclature from ACA Summer School to ACA Summer Course.

Agenda item 13: ACA Membership

Agenda item 13A: New initiates.

Associate membership: Jose Ricardo Sabino, council member and future president of the Brazilian Crystallographic Association (ABCr) attended the 2010 meeting in Chicago. He would like to have associate membership in the ACA be a benefit associated with membership in the ABCr. He asked what the associate members fee might be if the ACA provide full benefits to the associate members. The current fee for membership in the ABCr are R\$60.00 for regular members and R\$40.00 (US\$ 23.00) for students. Currently, there are 73 students and 60 regular members.

Duax stated that the ACA country membership category was not working as hoped. He asked if this associate membership idea perhaps would work better. They would receive RefleXions electronically to keep down costs, and perhaps Physics Today could also be delivered electronically. If associate members receive an electronic Physics Today, do they pay less to AIP than US members who get the print version? Von Dreele stated the finance committee should investigate the cost of different models that included different options. Hackert then asked how creation of a foreign associate membership category would impact current ACA foreign regular members. Perhaps limit associate membership to the Americas? But what about Canadian and US members? Koetzle asked whether this could be supported in terms of equity

across the ACA who act as a professional association beyond that of the USA. Wilmot thought size of national GDP, coupled with there being small numbers of crystallographers in the country could be used as a cut-off to differentiate the membership categories: USA-Canada and Central / South America. Kelly stated that Council needed to be guided by the Finance Committee on the possibility of associate membership.

Membership dues: In 2011 membership dues across all categories will rise by 10%. Will this be enough to cope with the increases in AIP membership dues (included in ACA member dues)? Kelly gave some background, history and rationale regarding support for Physics Today, which was largely responsible for the increased AIP dues. In 2010 AIP membership is \$5.66 per ACA member. In 2011 this will increase to \$9.12 per ACA member. However, the ACA had been inflating their member numbers to get two seats on the AIP Executive Committee, but if we report correct ACA membership numbers the total 2011 cost would be \$14,800; an increase of only \$3,100, so effectively only a \$1.98 increase per member. Therefore, the 10% ACA membership dues increase should cover the difference.

Agenda item 13B: New initiatives.

ACA benefits pamphlet: The question was posed whether the ACA should produce a pamphlet that lists the benefits of ACA membership beyond receiving RefleXions and Physics Today. Nobel prize winners who have been ACA members could be listed. It was noted that the ACA is relatively small, so large professional bodies, such as the American Chemical Society, can negotiate further benefits, such as insurance etc. Hackert stated that this information could be distributed in an e-mail format. Make a PDF, which can be attached to e-mails.

ACTION: Colquhoun and Kelly to investigate what benefits the ACA does and could offer to members.

Sustaining and increasing % of young members (Rao): Wilmot stated that being a crystallographer was no longer a career unto itself. Britten stated that job positions were never described as looking for a small molecule crystallographer, but were for chemists that included crystallography as one component of their skill set; macromolecular crystallography was going in the same direction. Wilmot stated that the ACA Annual Meetings were considered fantastic, but the ACA was not viewed as the key professional association for young attendees, and thus membership was simply viewed as a means to reduce the cost of attending the Annual Meeting and so was not sustained. Koetzle stated that the ACA should have a strong presence at synchrotron user meetings. Lots of students attend these, and there is a strong representation of X-ray diffraction within the meetings. Also there is a growing need in the electronics / engineering for crystallographic skills. YSSIG is doing a great job of introducing career-related topics, through career panels at ACA Annual Meetings and developing materials for the ACA web-site. Santarsiero suggested having a YSSIG member, either Chair or past Chair, come to Council meetings. To enable them to vote there would need to be a change in ACA by-laws. The ACA needs to get them to Council meetings ASAP (2011 spring Council meeting in New Orleans). Santarsiero stated that they could initially attend as a non-voting member (like the IUCr representative to Council) and whether they are given voting status could be addressed at the upcoming All-Members' Business Meeting.

ACTION: Kelly to contact YSSIG Chair (Jamaine Davies) to invite a YSSIG member to Executive Council meetings (attendance financially supported by the ACA).

Agenda item 14: Other Organizations

Agenda item 14A: American Institute of Physics (AIP).

The ACA is one of the member societies that make up the AIP.

ACA Public Relations: The Communications Standing Committee is supposed to promote the ACA and increase media coverage and public awareness of crystallography. They have been ineffective at doing this. Duax suggested that this was because they had no background in writing press releases and working with the media. He also feels that appointing someone from the ACA Communications Standing Committee to work directly with the AIP media people may not work due to the short terms of office, and therefore lack of continuity. He would like the ACA to hire Tara Ellis, the Hauptman-Woodward Medical Research Institute staff person responsible for fund raising, media relations, and public information, as a Consultant to help guide ACA public relations. Wilmot enquired if she was currently part-time and could take on this role. Duax stated that she is almost full-time at HWMRI, but felt she had the time to act productively as a Consultant. Duax would ask Tara what she envisioned she could do for the ACA as a Consultant, and what the cost would be and get this figure to the Finance Committee. Duax thought that Tara would be willing to attend the upcoming AIP Public Relations Meeting and write a report for free that could be included in the proposal to the Finance Committee, thus enabling an assessment of what a Consultant would bring to the ACA.

2013 - International Year of Crystallography (IYCr): Sine Larsen had sent a letter to the National Committees of Crystallography, including national societies such as the ACA. She writes "The aim of this letter is to initiate the work for IYCr–2013 in your National Crystallographic Committee, for example by starting to consider the arrangements that you would like to make within the framework of the IYCr to bring a focus to crystallography in your region, and what is needed to make these a reality." Different goals at the IUCr level include (1) collecting material on crystallography, e.g. historical, educational, from the national bodies and making it accessible over a new IUCr web-site, (2) inform the general public, funding agencies, students and other scientists about the significance of crystallography at the international and national levels, (3) celebrate the centennials of the discovery of X-ray diffraction by Max von Laue and the use of X-rays in the determination of crystal structures by the Braggs (father and son).

Agenda item 15: New Business

Agenda item 15A: Advocacy at National Facilities.

Brian Toby (Advanced Photon Source (APS)) has written to the ACA asking for help in promotion of the powder diffraction instrumentation at The Spallation Neutron Source (SNS). SNS is the new national and more intense neutron source that offers substantial capabilities in reducing experiment time and was commissioned a few years ago. SNS POWGEN has at present only a small fraction of the detectors that should have been purchased for it and as a result operates only x1-x3 faster than the 1980's era SEPD and GPPD instruments at the now-closed IPNS (and IPNS had two instruments, the SNS has only one.) Apparently he has approached the US National Committee of Crystallography, but this type of advocacy is outside their charge. The ACA neutron and synchrotron SIGs contain many national facility members, and advocacy is required outside of the system. He understands that other sectors of SNS, including macromolecular, do not have the promised instrumentation upgrades and are operating well below the capabilities of the SNS. He also believes that many DOE-supported national synchrotron facilities may also be having similar problems. He suggests running

community polls over the WWW and then sending a short letter that includes the survey results to the DOE from the ACA Council.

Koetzle stated that this topic arose during an SNS-organized session for their users at the 2010 Chicago ACA Annual Meeting. The Mandy (macromolecular neutron crystallography) and Topaz (small molecule neutron crystallography) instruments are also a couple of years behind schedule. Toby wants the ACA to conduct a poll of the membership to gather support. Von Dreele stated that it took 10 years at APS to build a high-end powder diffraction instrument. It was noted that 1/3rd of applications at spallation sources are to conduct powder experiments. Powder is not "sexy" despite demand, and so the political will to build technology that advances the field is not strong. The DOE is the major funding agency supporting PI-initiated research. In the case of SNS the first round of technology funding was physics-based. Toby wants the ACA to lobby on behalf of SNS. The USNC/Cr cannot lobby as it is federally funded, but the ACA would be viewed as impartial and so could potentially lobby. There is a need for a recognized professional body to get across how important powder diffraction studies are (scientifically and financially).

ACTION: Koetzle to contact Brian Toby to ask him exactly how he wants the ACA to advocate in support of the powder diffraction beamline at SNS.

Candidates for Commissions and Committees

Kelly receives lots of requests from IUCr Commissions, National Committees *etc.* for people to be put forward to serve the scientific community. Is there a way to create some kind of roster of potential candidates that could be put forward for such positions? It always ends up being very "last minute" as the ACA does not anticipate these requests. Hackert states that the SIGs should be utilized to do this. Wilmot stated that the ACA needs a calendar of upcoming committee meetings that generate these enquiries, so that an appropriate list of candidates to be put forward can be made. Von Dreele stated that for IUCr commissions the turnover was on a 3-year cycle.

ACTION: Kelly will draw up a time-table of requests she received for putting forward ACA candidates for service on committees. Koetzle will need to canvas the appropriate SIGs for candidates prior to the expected request.

Agenda item 16: Old Business

ACA Fellows: Von Dreele asked about the status of the ACA Fellows program. Santarsiero stated that he had asked the Council to make comments by e-mail on the draft document he had prepared, but no-one responded.

ACTION: Santarsiero will e-mail the draft ACA Fellows appointment document to Council for Council members to comment on.

Vendor survey at 2010 Annual Meeting: Kelly asked Colquhoun about the survey results from the questionnaires handed to ACA attendees at the meeting. The survey contained a list of product types attendees typically buy in their lab. It was hope to use this survey to attract non-traditional vendors to come to the meeting, such as molecular biology suppliers. Colquhoun stated that she did not know the results.

ACTION: Colquhoun to ask Towns about the results of the vendor survey conducted at the 2010 ACA Annual Meeting, and e-mail the results to Council.

Presentations and goodbyes: Von Dreele and Britten were given plaques to acknowledge their service to the ACA as Past President and Canadian Representative respectively. This was their final meeting. Kelly handed her President's gavel to Koetzle, as he moved from Vice-President to President, and Kelly moved from President to Past President.

3:40pm: Hackert and Santarsiero leave the Council Meeting.

Agenda item 17: Future Council Meeting

Friday, May 27th, 2011 in New Orleans

Adjournment

MOTION: Adjourn meeting (Unanimous). Meeting adjourned at 3:42 PM.