

Minutes of the 2009 Spring Council Meeting
American Crystallographic Association
Four Points Sheraton, O'Hare Chicago - Saturday, April 4th, 2009

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

The following members were present:

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

Call to Order

Von Dreele called the meeting to order at 8:30 AM. Von Dreele welcomed new Council Members, Vice-President Judy Kelly and Secretary Carrie Wilmot.

Review of current agenda (Von Dreele)

The agenda was reviewed. No changes were made.

President's Report (Von Dreele)

Von Dreele met with ICDD last weekend. Combined meeting in first week in August, Denver CO 2013 (their usual week). This includes Denver Diffraction Conference (DXC). Generally 500-600 people at their meeting. Registration fee at DXC ~\$500. Some of exhibitors are the same, but they tend to bring different equipment to each conference (fluorescence and powder instruments at DXC vs. single crystal at ACA). They also have workshops, which are extensive. These are more hands-on, and many are for beginning users (e.g. how to prepare powder samples). They have 18 scientific sessions over 3 days. Von Dreele feels it would be ~60 sessions for combined meeting vs. ~40 sessions at a normal ACA meeting. DXC has an emphasis on fluorescence every other year. British Crystallography Association (BCA) also includes the fluorescence community every other year and this has worked well. PX might have interest in this area, as fluorescence is often used as a read-out for locating absorption edges for phasing using anomalous scatterers. [see Agenda item 8B later for further discussion].

MOTION: Accept report. (Unanimous)

Approval of Minutes from Fall 2008 Council Meeting

Minutes accepted.

MOTION: Accept report. (Hackert/Kelly Unanimous)

Secretary's Report (Wilmot)

Wilmot will write and distribute Council Meeting minutes promptly. Discussion about getting minutes on the web. This is in the pipeline (Hackert).

ACTION: Hackert to abbreviate last 5 years of Council minutes for putting on the ACA web-site.

MOTION: Accept report. (Hackert/Kelly Unanimous)

Canadian Representative Report (Britten)

Initial organizing committee for IUCr 2014 in Montreal.

Chair: Louis Delbaere (as current Chair of the CNCC)

Secretary: Joe Schrag (as current Secretary of the CNCC)

IUCr Representative(s): Louis Delbaere (as a member of the IUCr Executive Committee)

Scientific Program Chair: Jim Britten/Lachlan Cranswick

Fundraising Chair: Nancy Dufour

Management Office Chair: Laurier Forget/Rob Hart (NRC)

Local Chair: Mirek Cygler

Palais des Congres Representative: Marie-France Polidori

Other members:

Lee Groat (Mineralogy)

Pam Whitfield (Powder)

It was felt that an ACA official should be added to the committee. Britten and Delbaere agreed. We should invite some of the IUCr people (Rob Hart and/or Laurier Forget) to ACA 2009 Toronto meeting to see how ACA organizes an international meeting.

Canadian Chemical Crystallography Workshop will be held at McMaster University, May 28th-30th 2009. It will be hands-on for ~20 students. Aimed at Chemistry Grad students from across Canada. It will follow the Chemical Society of Canada meeting, and if successful would become affiliated with this meeting in future years.

2009 ACA Toronto. David Rose is on top of everything re: local organization. Expecting ~600 abstracts.

The Canadian Center for Electron Microscopy has attained 0.66Å image resolution. The crystallographic community is investigating if this can assist in solving difficult phasing, twinning and diffuse scattering problems.

Canadian Light Source (CLS)

CMCF1 (operational): Giving excellent protein diffraction data. Cryogenic sample changer is being set up.

HXMA (operational): XAFS, High pressure powder diffraction, Grazing Incidence thin film diffraction techniques.

CMCF2 (commissioning): High throughput PX line.

VESPERS (commissioning): Combines the techniques of x-ray diffraction and x-ray fluorescence spectroscopy for surface analyses.

Brockhouse Sector (under design): for materials diffraction and scattering (powder, single crystal, hard X-ray inelastic scattering) has completed the matching funds process.

The CLS has agreed to support ACA 2009 Toronto meeting. CIHR has agreed to provide \$5000 to support the Symposia.

Canadian software to rapidly characterize diffuse scattering features in 3D diffraction data has been installed at APS 11-ID (XOR/BESSRC).

Not enough communication between Canadian crystallographers. Canadian officers of the ACA and CNCC will try and improve this.

MOTION: Accept report. (Kelly/Hackert Unanimous)

Treasurer's Report (Santarsiero)

Pre-Meeting Info: Newsletter expenses / income for 2008. Advertisement rates were last increased by 5% in 2007.

Financial committee meeting will be all day July 23rd (Th) prior to the Friday ACA Council meeting.

The ACA has begun to try and reduce meeting costs by developing multi-year contracts with Sheraton Hotels at certain venues, such as Chicago. Santarsiero and Rao have been trying to get an accurate estimate of what operating costs would be if they did not use the resources of HWI (*i.e* if ACA had to bear all the costs). In particular IT costs have been hard to sort out.

ACA has been contracted to organize the logistics of a New Mexico Sagamore meeting. However, Sagamore has not signed the contract yet, and the ACA has already run up expenditures. This needs to be followed up.

American Institute Physics Member Societies meeting. Judy Flippen-Anderson, Bernie Santarsiero and Charlie Carter attended. There was a session on how to increase endowments over a 3-4 year period. AIP supports three 1 year Congressional Postdoctoral Fellows who work for members of the Congress and Senate on Capitol Hill. ASBMB has a similar program. In total there are ~20 PhD science Fellows a year from different organizations working on Capitol Hill. It was unclear how these were funded (through a Federal program or AIP). Have 2-3 times more offices on the Hill requesting Fellows than there are Fellowships. Many Fellows get job offers after the year, and end up staying on the Hill. This is an encouraging trend. Another session dealt with establishing international connections. ACA is ahead of the curve in supporting international collaborations and schools. There are Federal bills being proposed that would help remove international barriers, *e.g.* automatic visa if accepted to PhD program in US, simplifying visa approval for traveling to US conferences from other countries. African Physical Society has just formed, and AIP (and member Societies) will extend congratulations, support and encouragement.

There was a discussion about trying to forge stronger links to other AIP Societies that deal with materials (*e.g.* Material Research Society) that we could try and attract to our meetings.

MOTION: Accept report. (Wilmot/Britten Unanimous)

Financial Officer's Report (Rao)

The tax forms have all changed since last year, so this has meant a lot of work. Rao has already filed the 2008 tax forms.

Annual audits are required for all non-profits. The auditor needs to be changed every so often. ACA has used the same auditor for a long time, so we need to look for someone new. However, most other auditors charge a lot more than we have been paying. Ask other similar organization

(e.g. AIP) who they get to do their auditing. These auditors would be used for auditing ACA type organizations.

For the 1st time the meeting costs and revenues have been separated from the operating costs and revenues. It was found that the Meeting account was surplus over Operating account (combined they were in the black). It was decided to pay salaries for 1st six months of the year from the Meeting account (most of office work during this period related to preparing for the meeting). This should balance things out. In addition annual IUCr membership is now paid quarterly rather than annually (with no penalties), which helps balance the budget. Operating revenues are primarily from dues and Newsletter ads.

Several new issues have arisen with the tax changes. The ACA now needs to separate donations that are given for a specific purpose (e.g. company sponsoring a specific symposium) from funds that are not ear-marked. ACA has to show that specific purpose funds have been used for the specific purpose they were intended for. We also need a Conflict Of Interest policy and forms signed by Council and employees. These were filled out and signed during the Council meeting. ACA needs to demonstrate that we destroy documents after 5 years. So we are using a company who issues a certificate following destruction.

MOTION: Accept report. (Kelly/Hackert Unanimous)

Executive Officer / Headquarters Report (Duax / Colquhoun)

No report. All issues will be covered in the later sections.

MOTION: Accept report. (Britten/Wilmot Unanimous)

Annual Meetings

Pre-Meeting Info: Estimated cost of Toronto 2009 meeting in comparison to the previous 5 meetings. Toronto statistics so far: 536 abstracts (<2006, > 2004, 2005, 2007, 2008); 44 half-day oral sessions (<2007, > 2004, 2005, 2006, 2008); estimated attendance 804 (<2004, 2006, > 2005, 2007, 2008); 148 travel grant applications.

The ACA needs to raise more money to support travel of students. We have a record number of travel grant applications this year. Need to come up with ~\$15,000 more (at the moment IUCr / commercial \$23k). By this time last year \$56k had been committed. To encourage vendors to donate, it was decided to identify on the conference badge students who had received an award through a symbol (star or crystal motif?). This way vendors could see how many students (future customers) had been supported. This symbol would also be used next to the vendor's name in the list of sponsors in the program book. It was also agreed that a notice be placed on the vendor's booth that also indicated their support. It was decided to use some quotes from supported student letters in the ACA's letter to vendors asking them to support student travel.

Duax has some funds left over from his South American outreach funds, so he suggested moving these to the student travel funds, as there are a number of student travel applications from South American students.

How much IT wireless should we have on the floor during the meeting? Need internet connection for exhibitors at least, and perhaps workshops. Guest rooms have internet at 1/2 price (\$5 per day), so attendees can check e-mail *etc.* in their rooms. This has become a major component of meeting costs in recent years. At \$30 per connection, a 100 licenses would be \$30,000, which to recoup would add an extra \$25 per registration fee. Hotel lobby has free

internet connections (floor above meeting floor). It was decided there would be no additional wireless connections beyond requirements of the exhibitors.

ACTION: Santarsiero to write a short piece about these costs for RefleXions, and to explain the decision not to pay for wireless on the meeting floor.

Abstracts are unevenly distributed between sessions. This is a problem for some sessions who do not have enough to reach the target of 40% oral presentations to be selected from submitted abstracts. There are a lot in general interest that could be moved to focused sessions. Britten will start to redistribute, and session chairs will be told to look at abstracts associated with other sessions (e.g. Exciting Structures; Structural Enzymology) that would fit into their session as an oral presentation (need to consult with the other session chairs to make sure those abstracts are not ones picked by the home session for oral presentation).

Young Scientist mixer. Bruker has moved its dinner that normally clashes with this event. So attendance is expected to be high. The venue is around a fountain, which is not a large area. The mixer may need to be moved if number of attendees rises.

Mentor/Mentee dinner. As usual we need more mentors. This time mentees will be matched with mentors, and a formal seating plan will be used. In addition 1st time ACA Young Scientist attendees will be matched with a meeting buddy to help orient them to the meeting.

IUCr Executive Committee meeting will run for 3 days after the ACA meeting in Toronto. ACA should take this opportunity to be more proactive in engaging IUCr. A specific time should be set up during the Toronto meeting to meet with Laurier Forget and Rob Hart to discuss IUCr 2014.

Agenda item 8A: Joint Meeting with Denver X-ray Conference

Pre-Meeting Info: Slated for 1st week in August 2013 in Denver, CO. ACA/DXC/ICDD organized.

Questions:

Who negotiates and signs contracts with hotel, convention center, etc.? Which organization does what (abstracts, registration, travel grants, etc.)? Joint Program Committee? Separate Committees?

A group (Flippen-Anderson/Rao/Colquhoun/Duax/Von DeeLe) will go and look at possible sites. The ACA should take the lead on this because we have a bigger meeting (800) than DXC (500). Need to sit down with IDCC (based in Philadelphia) to compare costs and revenue streams to try and work out how the joint meeting will work. This needs to be done before ACA 2009 Toronto, so the plan can be put before Council.

Vendors would be charged more for the joint meeting. ACA charges \$1400 and DXC charges \$1950 per booth. Exhibitor charges are the major revenue source at our meetings. Santarsiero has already spoken to vendors about this, and they were happy with higher charges as they would save money overall.

Colquhoun brought up that the DXC has a different registration fee structure. DXC has reduced registration for session chairs / invited speakers / workshop instructors of \$100. They have no separate member / nonmember fees as they are not a member organization. A lot of new ACA members are generated each year as membership+member registration is less than non-member registration.

For DXC/ICDD meetings, DXC controls the scientific program and ICDD does all the physical organization of the meeting. For DXC, ICDD handles the exhibition, whereas ACA contracts out to AIP. ACA needs to send a representative to the 2010 DXC to see how this is done. Of particular concern is how vendor income would be split between organizations.

All invited speakers have to provide a manuscript of their presentation at the DXC. This would discourage people from speaking at the ACA sessions.

ICDD/DXC representative should be invited to the 2010 planning meeting on Friday, July 31st at the 2009 Toronto meeting to see how we sort out the program.

MOTION: ACA representatives will meet with ICDD representatives to identify a venue, define the details of how the meeting will be run and draw up a draft contract that can be discussed at Council meeting in Toronto. (unanimous)

Agenda item 8B: Photographs at Sessions

Pre-Meeting Info: C&E News article about how ACS is cracking down on the taking of photos during oral and poster sessions, and in the exhibition Hall, without permission. ACS has had a long-standing policy on this, and will now start posting a sign outside session rooms, and have Session Chairs announce that photography is forbidden.

The Council felt that presentations, whether oral or poster, become public property at the meeting. If there are IP issues then these data should not be presented. However, for oral presentation we should remind attendees, as a matter of courtesy, to refrain from a specified list of actions. It was felt that a similar notice for the poster presentations was not warranted.

MOTION: Courtesy notices will be placed outside session rooms, and be displayed on the projector before sessions start. "Out of courtesy to the speakers, please turn off cell phones and refrain from taking photographs or video during the session." (Wilmot/Kelly unanimous).

A company approached us offering to put all slides and poster images on the web. It was decided not to pursue this.

Proposal (Santarsiero): To enable members of closely affiliated Societies who are not members of ACA to register as ACA members.

Questions:

Should ACA agree to this?

What societies to include?

For how many years?

Should this include students and postdocs?

Should we require 'proof' that the person is a member in good standing (i.e., paid) of the other society?

Council felt this would lead to loss of revenue. Plus some who join to get a reduced registration at the ACA meeting continue on as members in subsequent years. The idea of having

"affiliated" members (who belong to other AIP member societies) who would get \$50 off non-member rate was tabled. It was decided not to pursue this idea at this time.

ACA Awards

The triennial Buerger & Warren awards would be presented in Toronto 2009 to Mike James and Shin-Lin Chang respectively. The annual 2009 Etter Early Career Award would be presented to Svilen Bobev. The triennial Fankuchen, Trueblood & Wood awards would be presented in Chicago 2010, in addition to the annual Etter Early Career Award.

The current Etter Early Career Award Committee consists of Carrie Wilmot (2006 winner), Radu Custelcean (2008 winner) & Bobby Huether (YSSIG Chair). Nomination deadline is May 1st 2009. Candidates are being identified, and five candidates / Department Heads have so far been contacted and encouraged to put in nominations.

Other committees have been set up. Need to remind them as they tend to forget with most awards being on a triennial cycle. The incoming Vice President should be aware that they need to consult with award committees ~18 months before award is to be given, so that the winners can be announced at the preceding ACA meeting (e.g. committees for 2011 award winners need to be alerted ~Nov 2009 for announcement at 2010 meeting).

Charles E. Supper Instrumentation Award:

Pre-Meeting Info: This has only been awarded once (in 2004). The new owner of Charles E. Supper (Steven Nelles) would like to make a donation to the endowment, and formulate a plan to bestow another award in 2010.

Award is described differently on Web vs. in Council Handbook. Make it a triennial award, as Supper are so enthusiastic about continuing the award. Check with Supper that they are OK with a broad definition of instrumentation that would include non-diffraction equipment. If this is the case, open it up to everyone to contribute to the endowment fund. It was decided to put the award in the hands of the Industrial SIG. As well as companies, synchrotrons are likely sources for instrument innovation.

It was brought up that the ACA already has 3 triennial awards in the 2010 cycle. It was felt this would not be a problem, and the following award would be in 2013. This will be the joint meeting with the DXC, and it was felt that the Supper award would be a good fit for that conference.

MOTION: Charles E. Supper Instrumentation Award to become triennial starting 2010. Industrial SIG to draft notice and solicit nominations, then make recommendations to the ACA Council. (Wilmot/Kelly unanimous)

ACA RefleXions

Postage rates are going up yet again. In addition some advertisers never pay.

Judy Flippen-Anderson and Connie Rajnek have done an incredible job with RefleXions. However, it is possible that one or both may decide to retire in the coming years. Although the ACA office can do layouts, Judy and Connie do a lot of soliciting to get people to contribute. At the Toronto meeting the Council will ask them if they have any suggestions of younger people who might make good apprentices with the idea that they could help lighten the workload of the Editors, and may eventually take over sometime in the future.

ACA Summer Schools

Pre-Meeting Info: In the Fall 2008 ACA Council Meeting it was decided to solicit proposal requests for the 2010 ACA Summer School in Macromolecular Crystallography. The previous 2007 text written by the ACA Continuing Education Committee was presented.

Questions:

Can we just use this text? Should the ACA Continuing Education Committee check it over and revise as necessary? It was decided that changes in ACA Summer Schools should be overseen by the Continuing Education. The current idea was to have the macromolecular and small molecule crystallography schools run on a 4 year cycle, with the two schools alternating biennially. It was hoped that the next macromolecular school could be in 2010.

It was felt that school proposals need not be limited to macromolecular, but worthy school proposals on other topics should be considered. It was wondered whether other schools/workshops already set-up independently might want to come under the ACA banner for financial support.

Von Dreele said that workshops were discussed at ICDD meeting. Does ACA want to have some input into their workshops, particularly during the joint meeting in 2013? The Continuing Education committee should explore this idea with ICDD. It was pointed out the ICDD charge a relatively high price for their workshops, so this could be a potential revenue stream.

ACTION: Colquhoun to contact Continuing Education committee to put together a notice soliciting new school proposals for 2010 for publication in *RefleXions* and the ACA web-site. Proposals must be submitted by Sept 1st 2009.

ACTION: Von Dreele to direct Continuing Education committee to talk with ICDD to explore ideas for jointly sponsored workshops.

ACTION: Von Dreele to ask Continuing Education committee to update the ACA web-site on other ACA relevant schools that are available.

ACTION: Colquhoun to arrange for a counter to be placed on the ACA web-site to see how many people are visiting.

SIGS and Committees

There was nothing to discuss.

ACA Membership

Agenda item 13A: Statistical Report (Colquhoun)

Pre-Meeting Info: Table of membership statistics. Already 156 new members through registration. Very good for this point before a meeting.

Rao suggested the possibility of an Institutional membership, where a University would join and all crystallographers would receive some % reduction on membership. This would not work well for isolated crystallography groups, but they are more likely to join the ACA to access the larger crystallographic community. It is the large clusters of crystallography groups that need to be encouraged to join. Problems might include loss of revenue from large institutions, such as Argonne National Labs, who have a large number of members. If the Institute drops out, we would probably lose members.

ACTION: Colquhoun/Rao to put together statistics (e.g. how many people per institute) and cost models.

ACA offers a Corporation membership. Perks are lower exhibit fees at meetings, meeting registration at regular member rate. Individuals in the corporations cannot vote, and do not receive RefleXions.

Agenda item 13B: Country Memberships (Duax)

Membership in crystallographic organizations across the World are based on very different models. ACA has individual members, where as the Asian and European umbrella societies consist of country crystallographic organizations. Most countries are also members of IUCr. However, many of the Central/South American countries are not members of IUCr due to the fees (Mexico, Brazil, Peru *etc.*). So the ACA has created a Country Membership (for a much smaller fee than IUCr) through which they receive many benefits, including access to all IUCr journals.

Country membership is \$200 per year (3 individual memberships, and some travel support to meetings ~\$3k potential benefits). Peru, Argentina and Brazil are the only countries so far to take up ACA Country Membership.

Bill Duax described his efforts in Peru. Carried 100lbs of crystallography books (left over from retirements). His student and he ran a 10 day course (3 hrs of morning lectures and then practicals in afternoon). The course was based around TB, which is a major health problem in Peru. Peru already had a powder expert, who gave a crystallography primer before Bill arrived. IUCr has money to send instructors to 3rd world countries. Bill would be happy to do this again with other countries. Key targets would be Bolivia, Columbia, and Cuba. He wrote an article in the IUCr newsletter about this.

Other Organizations

Agenda item 14A: Optical Society LaserFest

Pre-Meeting Info: 2010 is the 50th anniversary of the laser. Notice asking for sponsorship of Laserfest, which is being organized by the American Physical Society and The Optical Society. Envisioned events can be found at <http://www.laserfest.org/events/index.cfm>.

Not really very relevant to ACA, except with regard to 4th generation efforts with the Free Electron Laser at Stanford, and initiation of time-resolved crystallography.

MOTION: Donate booth space for 2010 to support links between crystallography and the laser. (unanimous)

ACTION: Wilmot to alert FEL community at Stanford about laserfest.

IUCr

Europeans now dominate the IUCr. There was a motion from the US National Committee to try and to get American and Asian representatives on the IUCr Executive committee. This was unsuccessful.

Some of the IUCr Executive committee will be in Toronto for the ACA meeting, as they meet in Toronto immediately following the ACA meeting. It was decided to invite all the IUCr Exec

committee members who will be there to the President's reception. Also have the IUCr President come to the Council meeting lunch. If present for the opening ceremony the IUCr President should be asked to say something.

The IUCr Calendar Sub-committee will now be chaired by Louis Delbaere.

New Business

Candidates for 2009 elections:

ACA VP: Tom Koetzle / Jim Britten

Treasurer: Bernie Santiarsero

Communications: Steve Ginell / Ross Angel

Data/standards: Cora Lind / Ilia Guzei

Continuing Education: Charles Lake / Frank Fronczek

If Jim Britten is elected, a replacement Canadian Representative would be needed.

MOTION: To accept the list of ACA candidates for the 2009 elections (unanimous).

Old Business

None.

Future Council Meetings

Agenda item 18A: Summer 2009, Friday July 24th, Toronto, Sheraton Hotel

Agenda item 18B: Fall 2209, when and where.

Buffalo, NY. Probably in October.

Adjournment

MOTION: Adjourn meeting. (Unanimous) Meeting adjourned at 2:30 PM.

Summary of Action Items and Motions of the 2009 Spring Council Meeting American Crystallographic Association

Secretary's Report (Wilmot)

ACTION: Hackert to abbreviate last 5 years of Council minutes for putting on the ACA web-site.

Annual Meetings

ACTION: Santarsiero to write a short piece about IT wireless costs for RefleXions, and to explain the decision not to pay for wireless on the meeting floor.

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(unanimous)

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