

**ACA Members' Business Meeting**  
**Sheraton Grand Hotel**  
**Grand Centre Room**  
**Toronto, ON**  
**Monday, July 23, 2018**

**Call to order.**

President Lisa Keefe called the meeting to order at 5:10 PM. There were approximately 106 attendees at the start of the meeting. [NOTE: attached to these meeting minutes are copies of the slides from the meeting.]

**Agenda Item 1. Review and approval of minutes from May 2017 Members' Business meeting**

There were no changes or corrections to the minutes.

<b>MOTION</b>	<b>Approve the minutes (Gerald Audette/Eddie Snell, unanimous)</b>
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**Agenda Item 2. President's report – Lisa Keefe**

- a. **Strategic Planning:** The ACA is presented with the challenges of how to grow membership, engage current members and enhance member value. The ACA Council has submitted a proposal to the American Institute of Physics (AIP) Venture Partnership Fund for money to develop a uniform mechanism of strategic planning for all societies that fall under the AIP umbrella.
- b. **Structural Dynamics:** Papers from the ACA Transactions Symposium will be published annually as a special topic in the journal. The papers will be peer-reviewed, and will be published at a reduced rate. In addition, AIP Publishing will sponsor an annual *Structural Dynamics* session at the ACA annual meeting that will cover either a hot topic or recent trend in structural dynamics, plus the travel expenses for the Judith Flippen-Anderson Memorial Lecturer.

**Agenda Item 3. Treasurer's report – Sue Byram**

- a. **Student Travel Awards:** Due to donations from ACA, the IUCr, Cambridge Crystallographic Data Centre and Pittsburgh Diffraction Society and various vendors, we were able to offer \$20,778 in student travel awards (30 student awards, 29 accepted). 60 students applied for travel money. In addition, Larry Calvert Student Travel Awards for Canadian students were awarded.
- b. **ACA's sources of revenue are limited.** These sources include:

- a. Membership dues, which are up from 2017
- b. Annual meeting registrations are up from 2017
- c. Exhibitor booth space & sponsorship at the Annual Meeting are holding steady
- d. Ads in *RefleXions* are down.
- c. **Membership:** As of June 2018, the ACA has 979 members and \$113,455 income, close to our forecast of \$135,000 for 2018.
- d. **Meeting attendance:** In 2017 in New Orleans, the attendance was 544; as of today, the 2018 meeting attendance as of today is 663. This is also higher than Philadelphia in 2015 and Denver in 2016.
- e. **The number of exhibitors is stable:** We have 35 vendor booths this year, 6 new exhibitors from last year but 6 did not return. Gross income from booth fees is up from 2014-2015, as we raised booth fees to more closely match market rates.
- f. **RefleXions makes a smaller profit than in past years:** We have fewer vendors willing to purchase print advertisements, but our new web site design will allow electronic advertisements. We are working on options/pricing for electronic ads for 2019.
- g. **Finance Summary:** We had a \$11,595 loss in 2017, and forecast a \$25,000 loss in 2018, but we are hopeful that we will come close to a zero loss in 2018 as our meeting registration numbers are good. We need you to renew your membership, and to invite your colleagues to come to ACA meetings.

Cheryl Stevens asked, "Do we make money on *Structural Dynamics* yet?" Byram replied, "No, we don't and we aren't liable for any of *SD's* losses."

#### Agenda Item 4. Vice President's report – Joe Ferrara

The Transactions Symposium for 2019 will be "Best Practices for Data Analysis and Archiving: Current State and Future Needs", which will be organized by the Best Practices in Data Analysis and Archiving SIG.

Our Finance Committee, along with the ACA CFO, has negotiated favorable rates for future meeting locations: San Diego Sheraton Hotel and Marina in 2020, Baltimore Marriott Waterfront in 2021, Portland, Oregon Marriott Waterfront in 2022. John Rose asked, "Is anyone looking into securing dorm rooms for students?" Ferrara replied, "We do have reduced room rates for students, but we'll look into it." The Program Chairs for the 2020 meeting are Nozomi Ando from Cornell, and Carla Slebodnick from Virginia Tech.

Krystle McLaughlin worked with the ACA Council on developing a Diversity Statement, which you can find on our web site and meeting program.

The results from our member survey indicates that the membership is currently 75% male, which surprised Ferrara. Jason Benedict said, "This meeting appears to be

about 30% female." Since < 23% of the membership responded to the survey, there will be one additional mailing of the survey after this meeting.

### **Agenda Item 5. New Business – Amy Sarjeant**

- a. **Meeting Committee (new):** The Meeting Committee will be a new standing committee, to assist in improving the meetings. It will be a 4-person committee that will be elected by the ACA Membership, represent diverse interests, and members will rotate through the committee over 4 years. The duties will include organizing programming for annual meetings, consulting with the Meeting Site Selection Committee to provide attractive and affordable meeting locations, and work to improve meetings through novel mechanisms. The 4-year terms will provide stability and the retention of specialized knowledge. Joe Riebenspies asked, "Who will be the Chair of the committee?" Sarjeant answered, "Typically the member that has been on the committee the longest. The 2020 Program Chairs will need to agree to serve on the Meeting Committee." Krystle McLaughlin asked, "Are there still going to be Program Chairs for the meeting?" Sarjeant replied, "No, the members of the Meeting Committee will be responsible for those duties." Jenny Glusker asked, "I'm trying to work out what role the SIGs play in meeting planning." Sarjeant replied, "The SIGs decide what types of sessions they wish to have in the meeting, but the meeting committee sorts out when the sessions should be held, and whether sessions should be full or half day." Glusker asked, "But you still hope new ideas come from the SIGs, do you think that this will happen? Are all members in some SIG?" Sarjeant replied, "All members can be in as many or as few SIGs as they desire. We currently have a formalized mechanism for session proposals." John Rose said, "I want to commend the poster chairmen, this is the way the sessions should all be. The posters are well spaced so there's room for people to cluster around the posters." Steve Ginell said, "I think that I'd like the posters to not be organized alphabetically as they were this year, but by subject matter." Andy Howard said, "I support this Meeting Committee proposal, I think it will work usefully in regards to long-term institutional memory regarding not only meeting organization but scientific subject matter." Jason Benedict said, "If this committee could also have a "Past President" structure that mimics the ACA Council, then that may be beneficial." Question from the floor: "Did you set a budget?" Sarjeant answered, "The meeting budget is already set by the ACA Council, not by the committee." Tiffany Kinnibrugh said, "When I was a SIG Chair, there wasn't a lot of transfer of knowledge, and this proposal will help, but I think the transfer of knowledge to SIGs would work well." Sarjeant said, "We talked during the Council meeting about making a handbook for SIGs to cover duties. If the SIGs want to incorporate suggestions from a past Chair, they can certainly do so. If you have any other suggestions, we would like you to talk to us here at the meeting or send us comments."

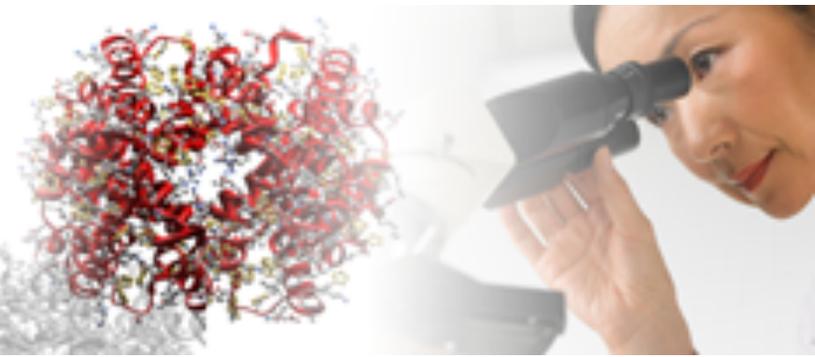
- b. **Call for Participation:** Come to the 2019 meeting in Northern Kentucky/Cincinnati, it will be July 20-24. The planning meeting for the 2019 meeting will be on Wednesday morning at 9 AM in the Chestnut Room.
- c. **Vendor Passport drawing:** will be out by the posters after this meeting.

### **Adjournment.**

The meeting was adjourned at 5:44 PM.



structure  
matters



# American Crystallographic Association

## All Member Business Meeting

July 23, 2018

Toronto, ON, Canada

**Tweet about ACA**

**@ACAxtal**

**#ACAToronto**

# Agenda

- Approval of 2017 minutes
- President's Report
- Treasurer's Report
- Vice-President's Report
- New Business
- Discussion

Approval of 2017  
minutes

# President's Report

By Lisa Keefe

# Strategic Planning

## The Challenges:

- Grow membership
- Engage members
- Enhance value

## Strategic Planning:

- Proposal submitted to AIP Venture Partnership Fund

**Send your suggestions for meeting the challenges.**

# ACA & Structural Dynamics Journal

Publish “ACA Transactions” as an annual special topic in SDY

- peer-reviewed
- Published at reduced rate

Establish an annual Structural Dynamics session at the ACA Meeting

- Hot topic or recent trend in structural dynamics
- Judith Flippen-Anderson Memorial Lecturer (travel expenses)

# Treasurer's Report

By Sue Byram

# Student Travel Awards July 2018

- Thanks to donations from ACA, IUCr, CCDC and Pittsburgh Diffraction Society, we were able to offer \$20,778 in student travel awards to this meeting
- 60 applied, 30 were awarded and 29 were able to attend - WELCOME – especially to the Canadians

# ACA Treasurer's Report July 2018

Sue Byram

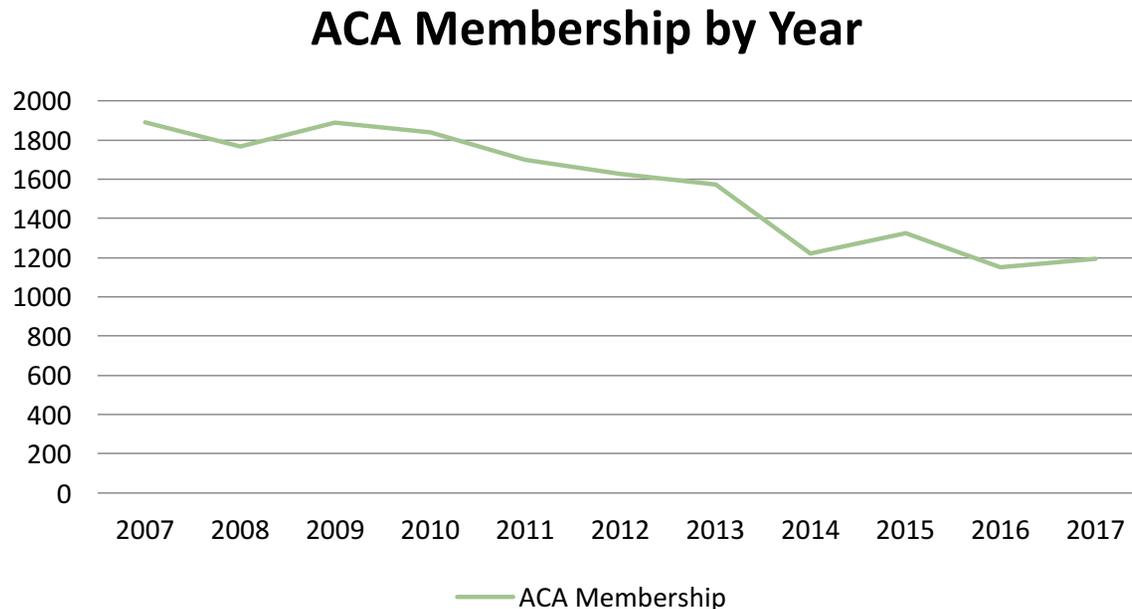
ACA's sources of revenue are limited and were decreasing substantially in 2016. We have taken some steps to improve these sources.

- Membership dues are up
- Annual Meeting registrations are up
- Exhibitor booth space and sponsorships at Annual Meeting are holding steady
- Ads in ACA RefleXions print newsletter are down

# ACA Membership Dues

At Denver, we reported that 2016 paid membership was the lowest in 25 years, leaving our operating budget at a deficit.

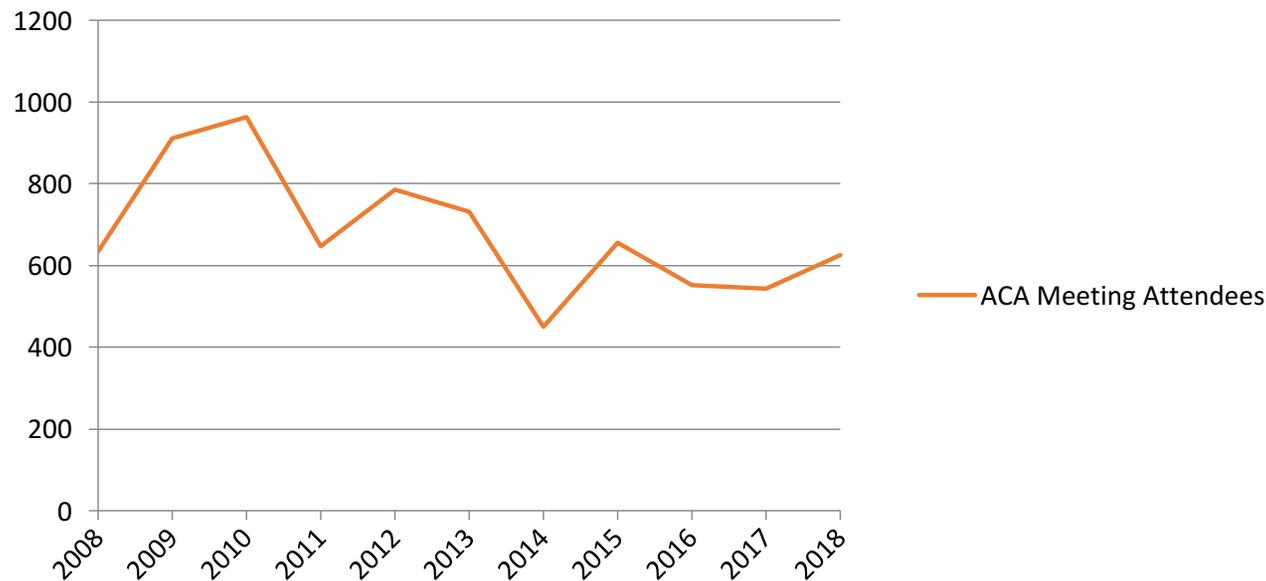
You made a careful decision to raise dues, thus stopping the downward slope in our total revenue. As of June 2018, we have 979 members and \$113,455 income, with the year not over yet, close to our 2018 forecast of \$135,000



# ACA Annual Meeting Attendance

The 2017 New Orleans meeting attendance was 544, 140 attendees HIGHER than forecast in this IUCr year. 2018 Toronto registrations are >650 to date.

**ACA Meeting Attendees**



# ACA Membership Initiatives

- Rolling membership renewal
- Personally contact members not renewed
- Recognize long-time members and exhibitors in 2019 forward
- Increase networking opportunities at ACA meeting – emulate YSIG!
- Highlight ACA benefits at other scientific meetings – market ACA
- Explore ACA on-line store for crystallographic merchandise – **need a champion!!**

# Exhibits at ACA

The number of exhibitors at ACA Toronto is very steady at 35 over past 10 years - 6 new from last year, 6 not returned. But consolidation among major vendors reduced booth sizes. In 2017 we raised booth fees closer to market rates, so gross income is up from 2014-2015.

No booth this year: ACA, Arimax, CASIS, Oak Ridge Natl Lab, Xtal Concepts, Zenobia

New this year: BioCAT, Canadian Light Source, Excillum, Leica Microsystems, Nanome, NanoTemper – welcome them!!

**Who else can you suggest as NEW exhibitors?**

# ACA RefleXions Ads

RefleXions used to make a small profit from ads each recent year, but this has decreased from the glory days of print advertising. Our new web site design now allows electronic ads. And fall issue of Reflexions is expected to deliver electronic-only copies to those who selected this at time of membership renewal.

The finance committee with Kristin will design attractive new options/pricing for 2019.

Thanks to our vendors – they are our essential partners.

# Finance Summary

We had a (\$71,626) loss in 2016 before these measures took effect.

Our draw down from our reserves in 2017 was (\$11,595).

We forecast a loss in 2018 of (\$25,000) but may do a bit better if meeting registrations are good.

GOAL: achieve zero loss; use reserves dividends to rebuild reserves equal to one year expenses – from \$445,000 to \$600,000.

The most important action you can take is

**RENEW YOUR OWN MEMBERSHIP**

**BRING YOUR COLLEAGUES TO ACA MEETINGS**

# VP Report

By Joe Ferrara

## Transactions 2019

### Best Practices for Data Analysis and Archiving: Current State and Future Needs

- **Organized by the BPDAA SIG**
  - Nick Sauter, John Rose, Suz Ward
- **Confirmed speakers**
  - Herbert Bernstein, Clemens Schulze-Briese, Stephen Burley, John Helliwell, Wladek Minor, Brent Nannenga, Rama Ranganathan, Amy Sargeant, Michael Wall, Mietan Wang, Nadia Zatespin
- **Papers to be published in a special issue of Structural Dynamics**



2017  
Impact Factor:  
**3.969**

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**An open access, peer-reviewed journal on structural determination and dynamics of systems**

# Meeting Sites

- 2020
  - San Diego Sheraton Hotel and Marina
- 2021
  - Baltimore Marriott Waterfront
- 2022
  - Portland (OR) Marriott Waterfront
- 2023
  - ???



# Program Chairs for 2020

- Nozomi Ando, Cornell
- Carla Slebodnick, Virginia Tech



# Diversity Statement

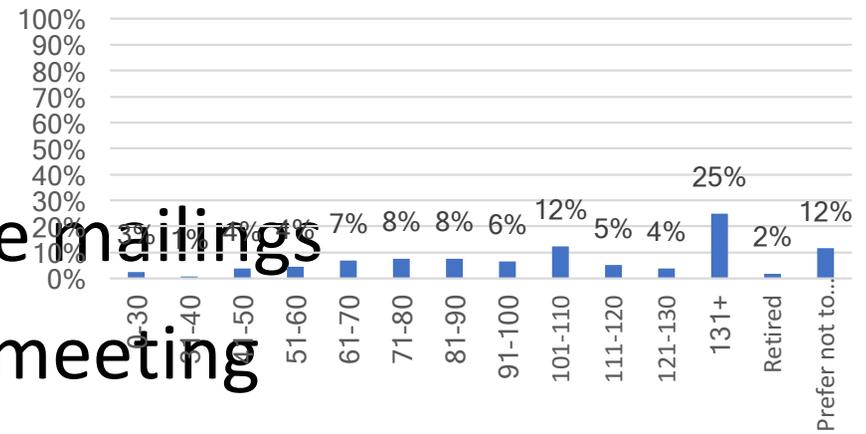
The American Crystallographic Association is committed to diversity and inclusiveness in our membership, as well as in all activities, events, programs, and services. Scientific innovation requires bringing together both diverse ideas and people from varied backgrounds who may have different world views and ways of solving problems. The ACA seeks to include and engage members across age, gender identity and expression, race, nationality, ethnicity, physical ability, marital status, sexual orientation, socioeconomic status, military or veteran status, or any other facet of social diversity in our society and seeks to remove obstacles to their professional growth and advancement. Through our actions at the international, national, and local levels, we strive to promote inclusion in academic, industrial, and government institutions for both current and future members of our organization.

<http://www.amercrystalassn.org/diversity-statement>

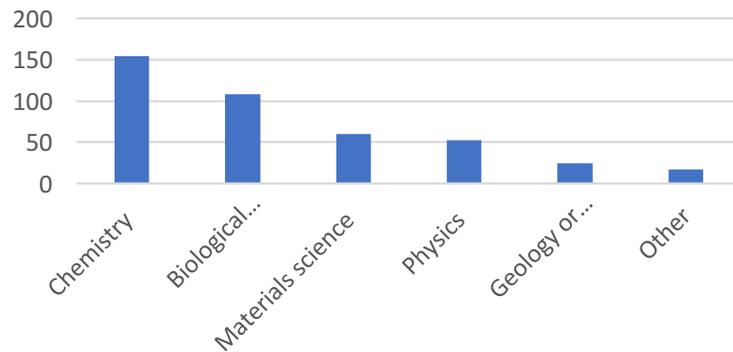
# Member Survey

- Preliminary results
- ~221 respondents over three mailings
- One more mailing after the meeting

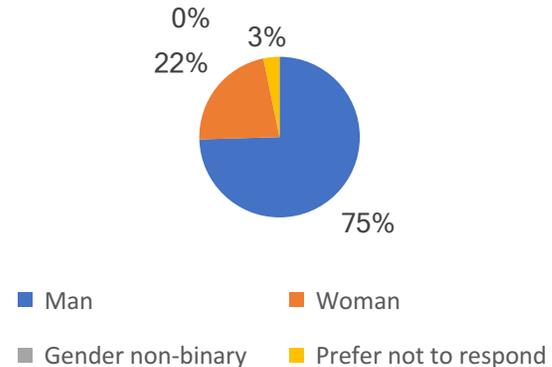
What is your current annual salary? (US\$ 1000's)



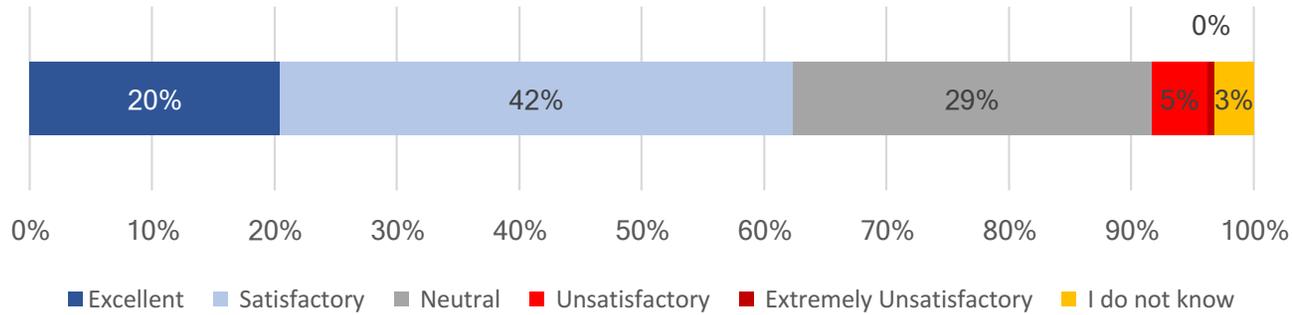
In what fields do you associate?



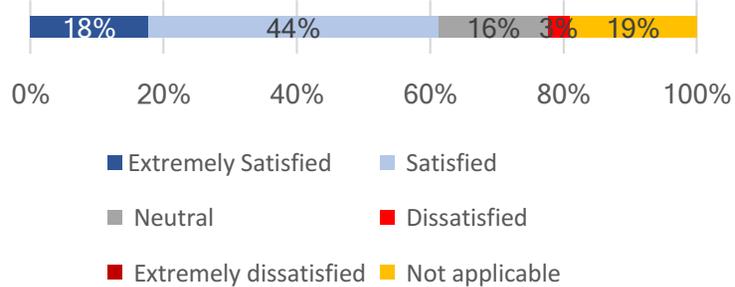
Which gender do you identify as?



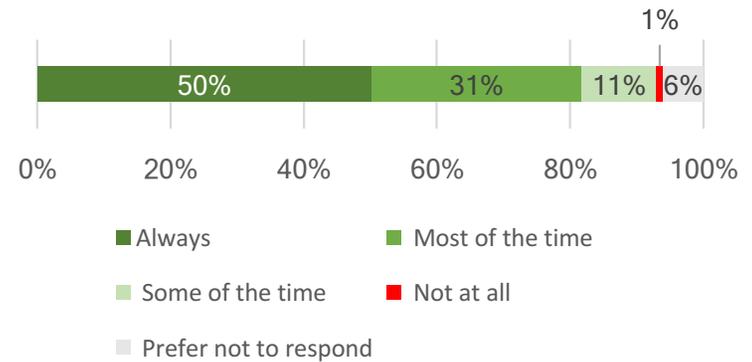
How would you rate the value of your dues with respect to the services ACA provides to you and the larger community?



What is your level of satisfaction with your most recent ACA conference?



I feel welcome and included in ACA:



# New Business

By Amy Sarjeant

# Meeting Committee

# Why?

- More SIGs, more diverse content – yet stagnant attendance
- Opportunities for improvement – yet reinventing the wheel every year
- Institutional knowledge doesn't persist
- Meeting programming is difficult and requires attention

# Proposal

- Form 4-person standing committee: Meeting Committee
- Remit:
  - Organize programming for annual meetings based on submissions from SIGs
  - Consult with Site Selection committee to propose attractive locations
  - Investigate and propose improvements to all aspects of the annual meeting
- Committee Makeup
  - Elected by ACA Membership
  - Diverse interests
  - Rotate through four years
- Pros: stability, conservation of knowledge, better society representation
- Cons: significant time investment

# Implementation

- Discuss here
- Vote on committee formation during November ballot
- Assuming establishment of committee:
  - First vote to populate committee in November 2019 (1<sup>st</sup> and 2<sup>nd</sup> year members)
  - Keep PCs from 2020 as 3<sup>rd</sup> and 4<sup>th</sup> year members
  - Vote for one new member every year going forward

# Discussion

# Call for your participation:

- Be co-editor of RefleXions
- Join team to establish ACA on-line store for crystallographic merchandise
- Suggest of new exhibitors at ACA meetings
- Bring ACA promotional materials to other meetings
- Nominate a colleague for an ACA award
- Renew your membership
- Invite your colleagues to ACA meetings
- Tweet about ACA     @ACAxtal     #ACAToronto

# CINCINNATI NORTHERN KENTUCKY

# 2019

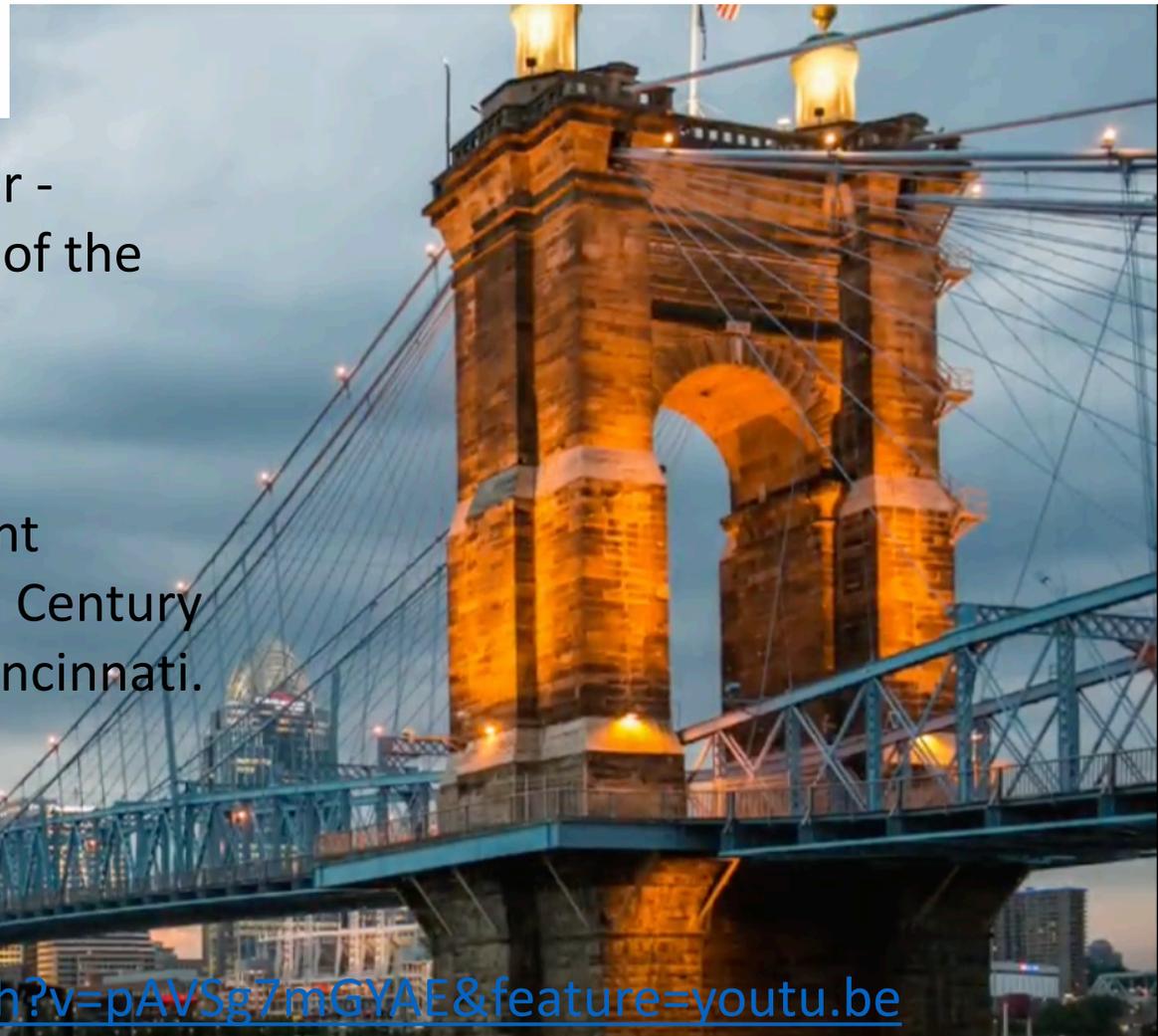
# July 20-24

CONVENTION CENTER

Northern Kentucky Convention Center -  
located in Covington along the banks of the  
Ohio River.

It is situated at the heart of a rapidly  
expanding business and entertainment  
district just across a picturesque 19th Century  
suspension bridge from downtown Cincinnati.

<https://www.youtube.com/watch?v=pAVSg7mGYAE&feature=youtu.be>



Adjourn