

**Minutes of the 2009 MAS Fall Council Meeting
Thursday, November 19, 2009 3:30 pm – 5:00 pm
Conference Call**

Attendance:

Ed Vicenzi	President (2009-2010)
Ian M. Anderson	Past President (2008-2009)
Scott D. Davilla	Secretary (2008-2009)
James J. McGee	Treasurer (2009-2010)
Luke N. Brewer	Director (2007-2009)
Kristin L. Bunker	Director (2007-2009)
Nicholas Ritchie	Director (2008-2010)
Stuart McKernan	Director (2008-2010)
Jim Bentley	Director (2009-2011)
Heather A. Lowers	Director (2009-2011)
Dan Kremser	Membership Services (2008-2011)
Paul Carpenter	Strategic Planning (2008-2011)
Colin MacRae	AMAS President / MAS-TC on Cathodoluminescence.
John Henry Scott	MAS Member / Nominee for MAS President-Elect

President Ed Vicenzi brought the 2009 Fall Council Meeting to order at 3:32 pm. A quorum was present.

Discussion/approval of appointments (Ed Vicenzi)

John Fournelle - MAS Co-Chair, M&M 2012, Phoenix, AZ

Ian Anderson - Member, Strategic Planning Committee

Motion: Ian Anderson moved to approve John Fournelle as the MAS Co-Chair for M&M 2012 in Phoenix, AZ. Seconded by Luke Brewer. There was no discussion and the motion was approved.

Motion: Luke Brewer moved to approve Ian Anderson as a member of the Strategic Planning Committee. Seconded by Stuart McKernan. There was no discussion and the motion was approved.

Topical Conference Guidelines Committee report (Ian Anderson and Paul Carpenter)

The report was presented and included the following:

- The guidelines are located on MAS web site at <http://www.microbeamanalysis.org/topical-conferences/planning>
- Every page has a commentary section for adding comments and notes regarding Topical Conference guidelines and planning. The intent is for the guidelines to be a living dynamic document.

- The important pages are the Topical Conference Planning Time Line and the Topical Conference Proposal Form. Submitting the Proposal Form will email the form to all MAS council members.
- There are several MAS liaison roles, which coordinate with the Topical Conference organizers to provide support and oversight in addition to a MAS Council liaison that would serve to champion the workshop from presentation to Council to completion.
- These are guidelines and not rules.

Discussion:

- It was suggested to add a section in the Proposal Form for submitters' comments.
- A question was asked about editing permission regarding web content. The Topical Conference organizers have edit but not publish permission.
- A concern was of possible conflicts with MAS Sustaining Members and Topical Conference sponsors. The post Topical Conference approval process includes coordination with MAS Sustaining Member Liaison who would help to identify and minimize such conflicts.
- It was suggested to create web content for the submission of a workshop where MAS has a presence or sponsorship in a meeting that is organized by some other group/organization.

Accounting services evaluation / future directions (Jim McGee)

- The tax filings need to be finished, as our accountant needs the tax info by mid-January.
- There was a question of continuing with our current accountant or finding a new accountant. Our current accountant is considering merging with a larger firm. The timing for such an accountant change is approximately a year out. The current accounting costs are low and we get hourly billing.

Action item: Jim McGee to solicit quotations from at least two other replacement accountants, due by 2010 Spring/Summer Council Meeting.

Discussion:

- A question was asked regarding our being prepared for the upcoming North American-hosted IUMAS meeting with respect to accounting needs. No, the requirements are unknown and MAS has no experience with hosting a large meeting.
- A question was asked regarding profit sharing with respect to joint organizers and what needs to be in place. We would need a well-documented, signed contract.

Action Item: Paul Carpenter to work with Brendan Foran to gather details regarding accounting needs for IUMAS.

EBSA 2010 Topical Conference update (Luke Brewer)

- \$15,000 in committed funding from six sponsors.
- Registration is working well, 27 registered with a goal of 100-125. The advertising is still ramping up.
- All invited speakers are set and the program is mostly complete.

Web-based membership renewal form (Dan Kremser and Ian Anderson)

- This is our second year of web-based elections with 45 percent of members voting to date (deadline is December 1).
- We are using the same form for membership/renewal but with the addition of multiple year membership/renewal option. There is some risk involving journal costs increasing over the multi-year period.
- To support Journal funding for MAS student members, a new section was added to gather qualifying information.

Action item: Ian Anderson to coordinate with Dan Kremser and secure subscription costs for multi-year journal subscriptions.

New Business:

There was no new business.

The MAS President, Ed Vicenzi, closed the meeting.

Respectfully Submitted

Scott D. Davilla
MAS Secretary