

## Minutes of the COMPRES Executive Committee meeting of 17 October 2014

Present: J Bass (President), P Burnley (Chair), A Campbell, J Jackson, A Kavner, W Panero, Q Williams

Absent: Y Fei

Start time: 1:00 East coast time, by teleconference

### AGENDA

1. Agenda approval
2. Minutes approval
3. Report on Planning Meeting (Burnley)
4. Update on President Search (Bass)
5. Charge to Search Committee for President (Burnley)
6. Annual Meeting Venue and Dates (Jackson)
7. Audits of COMPRES Grant (informational item)
8. Policy on equipment purchases with COMPRES funds (Bass)

1. Agenda approval. WP moved to approve, QW2nd. Approved by voice count.

2. Minutes approval. WP moved to approve the Sept 10 minutes, QW2nd. Approved unanimously by voice count.

WP suggested changes on the on Sept 19 minutes. WP moved to approve the September 19 2014 minutes with the change discussed. QW 2<sup>nd</sup>. Approved unanimously by voice count.

3. Report on Planning Meeting (Burnley)

56 unique individuals attended the meeting, out of 78 registrations that included duplicates and no-shows.

PB reported the meeting to be very energetic meeting, with 5 inspiring talks by invited speakers. The APS facility was comfortable. There was a high level of engagement from attendees. Several people are working on google docs for the workshop report. The writing team received many summary notes that are being distilled and are receiving figures. The format of AK worked well. PB noted that many in a group had not heard of Nuclear Resonant techniques. An impromptu visit to the Sector 3 beamline was made.

4. Update on President Search (Bass): It is confirmed that UIUC will run the search for a new President. Details of the search process and logistics were discussed.

5. Charge to the Search Committee for President (Burnley) Changes to the charge were discussed. The text of the change will be changed and distributed by email for approval

by mail vote.

#### 6. Annual Meeting Venue and Dates (Jackson)

A conflict with previously determined dates was noted. New dates proposed are July 6-9 (or 7-10). JJ moved to approve the new dates, QW 2<sup>nd</sup>. Unanimously approved by voice count.

Potential sites for the meeting were discussed.

#### 7. Audits of COMPRES Grant (informational item)

JB met with an auditor this week for a UIUC internal audit of the grant.

JB will also need to meet with federal auditors next week.

JB knows of nothing in particular that has triggered these audits.

A federal audit from earlier this year found no violations.

It will be important to record explicit approval of giving small grants (e.g. student travel grants) for documentation purposes. PB also suggests making use of a consent agenda.

#### 8. Policy on equipment purchases with COMPRES funds (Bass)

JB proposed that all equipment funds be held centrally (not dispersed to facility PI's), that equipment be purchased by the COMPRES Central Office and have a CCO inventory sticker. Ownership could be transferred to a new Central office if the home institution of COMPRES changes.

It was suggested that we find out whether there is another option.

Policies of the next President's institution should be determined.

Some things to consider: Public universities can be tied to a complicated set of state laws for transfer of equipment between institutions. COMPRES policies might need to adjust according to each President and the state laws of that person's institutions (especially if public).

There was a general consensus that the plan of holding equipment centrally is the right way to go. This topic needs to be an agenda item for the ExComm once the Presidency changes next year.

QW moved to adjourn. JJ 2nd. Meeting adjourned at 3:09EDT.

Notes by WP & JB