

CINP Institutional Members Meeting Minutes

Date of the meeting : May 20, 2015

Minutes taken by: R. Kanungo

Members in attendance :

Charles Gale, Dave Hornidge, Reiner Kruecken, Jeff Martin, Adam Sarty, Kumar Sharma

Absent: Paul Garrett, Zisis Papandreou

CINP Board members in attendance :

Jens Dilling (Chair), Rituparna Kanungo (secretary)

Garth Huber (Executive Director).

1. Approval of the Agenda

Charles moved and Dave seconded to approve the agenda.

2. Approval of Minutes

Kumar moved and Reiner seconded to approve the minutes of the previous meeting.

3. CINP Activity Report

Garth summarized the CINP activities.

- There are 12 new members in CINP and 4 memberships were not renewed.
- CINP supported several conferences during the last year.
- The URS fellowship program was once again supported this year with five fellowships being awarded. At the time of announcement it was not known whether the NSERC funds will be able to support this. Hence, there was a discussion in the CINP Board that if needed the private funds maybe used for this.
- CUPC and WNPPC support were reported.
- Website improvement plans were reported.
- Garth briefly mentioned that CINP and IPP met with several persons in a series of meetings at Ottawa.
- CINP and IPP jointly wrote two documents. One was a white paper contribution for Compute Canada. The second one was a document on the context of subatomic physics research in Canadian universities that was submitted to NSERC SAPES.

Jens thanked Garth for his work as executive director. On behalf of TRIUMF Reiner thanked CINP for supporting the CAPTURE proposal.

4. Finance Report

A detailed finance report from Paul was circulated to the institutional members. In Paul's absence Garth summarized this finance report.

Adam raised a question whether there is a goal of how much money should be kept as emergency support in the private account. Garth said we did not have this discussion and

mentioned that it would be appropriate to ask the Board to discuss this. Adam said around \$50,000 would be a good amount to keep. Jens said it is a good idea to discuss this at an upcoming Board meeting.

Jens reported on the search for new Treasurer. Paul will step down after the audit is complete. After a search and eventually Jens approaching a candidate, Sonia Bacca agreed to take on this task. Sonia will send a statement and CV to the Board after which the Board will vote to formally accept the new Treasurer.

Adam moved and Charles seconded to approve the finance report.

5. Motion to waive audit for fiscal year 2015

Garth said that the institutional members have to make a motion to waive the audit for 2015. The Board has discussed to have audit every five years.

Reiner moved to waive the audit for 2015 and Dave seconded it. All were in favour and there were none opposed or abstained.

6. Nominations for two Board members (terms ending in 2015)

Paul and Jens have their terms as CINP Board members ending in 2015. Jens has expressed his willingness to be re-elected. Paul will be stepping down from the Board.

Reiner renominated Jens and Adam nominated Dave Hornidge.

Nominations were open until the nominations were ceased by a motion by Adam and seconded by Reiner.

7. Election of two Board members

Since there were no other nominations besides the above two, there was no need for an election. Kumar moved and Reiner seconded to elect the two new Board members.

8. Other business

- NSERC has asked suggestions for names to replace outgoing SAPES members. Charles asked whether there is any need to balance members who are from the Canadian community and the international members. Garth said the committee is now composed of almost 80% members from outside Canada. He said Canadians outside Canada are welcome.

- Garth reminded about the Town Hall meeting prior to the CAP Congress. He said some briefs were received for the CINP contribution to the LRP process. He also received expression of interest from several persons for presentations at the Town Hall meeting. He will work with the working group chairs to draw out the program and will circulate it soon.

The meeting was adjourned.