

**CINP-ICPN Board Meeting  
Sept 29, 2010**

**Minutes**

**In attendance:** Roby Austin, Jean Barette, Jens Dilling, Garth Huber, Kumar Sharma

**Absent:** Paul Garrett

The meeting was held by teleconference and chaired by KS.

Minutes taken by GH.

**1. Approval of Agenda:**

One item was added to the agenda circulated earlier by RA, Treasurer.

Approved as modified: Barette/Austin.

**2. Approval of the minutes of July 27, 2010:**

Approved without change: Huber/Austin.

**3. Treasurer:**

Kumar reports that there is a backlog of bills that need paying, and that he has been in frequent communication with Paul on this. There have been issues involved with the fact that Guelph only accepts original receipts and not scans or copies of them, but these are gradually getting cleared up. An acceptable procedure seems to be to send scans of bills to Paul, so that he can approve payment, but to send the originals by post to his secretary in Guelph. Once we understand the procedures, it will be helpful to post the procedure on the CINP website. Need clear instructions from Guelph on exactly what they require in terms of receipts, what to do if original receipt is lost, and the relevant forms.

*Paul has also submitted the following update on our finances via email:*

Date: September 29, 2010 7:34:24 AM ADT

Hi Roby and Kumar,

Since I won't be participating in the meeting, I thought I would give a summary of where our finances stand.

In our non-NSERC bank account, we currently have \$25,557. Outstanding expenses are the CAP speaker (\$1581.01), Manitoba's expenses, and audit fees. A guess for Manitoba expenses is \$2.5k, and the audit fees are \$4k, and so we have about \$17.5k unencumbered.

We have \$3k of dues in arrears for FY08: Guelph \$2k, Sask \$1k. For FY09, we have \$5k of dues in arrears: Guelph \$1k, Sask \$1k, Man. \$3k.

I have not yet generated invoices for FY10, but will do so soon. The projected income is \$19k., of which we have already received \$2.5k (Regina).

Thus, the total outstanding dues and FY10 projected is \$27k, giving us a net of about \$41.5k.

Our NSERC account we carried forward from FY09 \$13.5k, and so far we have paid \$1.5k for the NA workshop, with commitment of \$2k for the SEWN2010 (awaiting invoice), and expenses submitted from Davids and Kumar for the THM totaling \$2073.75, giving us unencumbered \$32,926.00

Cheers,

Paul

**MOTION:**

Subject to Paul's acceptance of the nomination, we move to approve Paul as Treasurer for one year. We also appreciate Paul's effort in dealing with these financial matters remotely during his sabbatical year.

Approved: Barette/Dilling

**4. Secretary:**

Approve Garth as Secretary for one year. The primary duties are to take minutes, send out notices, count ballots in elections, etc.

Approved: Austin/Barette

**5. SAP LRP 2011-16:**

KS reports that drafts for the respective chapters of the CINP brief are coming in slowly. Once he has these, Kumar will write the connecting sections and send out a second version of the brief for comments.

The brief writing committee is planning a meeting at SFU on Oct 12-13 to finalize the brief. Since the brief is due to be submitted to NSERC on Oct 15, there will essentially be no time for community input once the brief is written.

**6. Sponsorship of Conferences & Workshops:**

Discussion is deferred until our next meeting. KS will have to convert Roby's forms into an editable PDF. A list of conferences already supported by the CINP should also \* be posted on the website.

**7. Discussion of CINP Sponsored Speaker at CAP;**

Kumar proposed that CINP sponsor a plenary speaker at the next CAP Congress, in recognition of the 100th anniversary of the discovery of the nucleus.

This might also help to raise the profile of Nuclear Theory (especially) in Canada.

There was some discussion on possible speakers. Since St. John's is relatively close to Europe, one possibility would be to make use of this to bring in a European speaker.

Suggestions: Karl-Heinz Langanke or Witek Nazarewicz.

Title: The Quest of Modern Nuclear Structure: How Far We Have Come.

**MOTION:**

The CINP is willing to pay up to \$2000 to bring a distinguished Nuclear Physics speaker to the CAP Plenary Session, in exchange for suitable recognition in the CAP program.

Approved: Barette/Dilling

**8. New Members:**

Application of Jason Donev (Calgary).

- A supporting statement was received from the Nucl.Educ. SWG Head (Andreiou), who encouraged him to apply.
- Still need an updated application form with the %time spent on CINP compatible activities >50%.
- Final decision tabled until revised form is received.

KS has made a form-fillable PDF application form with Jean's name instead of Adam's. Will send it to ZP for posting on the CINP website.

JB will contact Haq @ Laurentian regarding membership. He will also speak with Art McDonald on his suggestions re. SNOLab.

**9. Executive Director:**

GH circulated a draft list of responsibilities for the CINP Executive Director, largely modeled from his prior discussions with William Trischuk on the responsibilities of the IPP Director.

There was some discussion on the respective roles of the CINP President and Exec.Director. General consensus that this responsibilities list is appropriate. The final list will of course depend on negotiations with the selected candidate and the respective personalities/skill sets of the President and Exec.Director.

Further discussion was tabled until our next meeting. GH will draft a paragraph encapsulating these for a future advertisement.

**10. Next meetings:**

Afternoon meetings in the last Wednesday of each month seem best for everyone. The next two meetings are:

Oct 27 @ 15:30 CST.

Nov 24 @ 15:00 CST.

GH will send notices and book the TeleConferences.

**11. Adjourned**