

ANBUG Executive Committee Meeting on 23rd June 2020

Meeting held: by Zoom teleconference

Present: Tracy Rushmer (TR, President), Yun Liu (YL, Vice President), Andrew Clulow (AJC, Secretary), Tilo Soehnel (TS, Ordinary Member, NZ), David Cortie (DC, website/comms), Katy Wood (KW, Immediate Past Secretary), Anna Paradowska (AP, Treasurer) & Livia Salvati Manni (AANSS 2020 organising committee).



Apologies: Ian Gentle (IRG, Immediate Past President).

Agenda

1. *Approval of minutes from the last meeting.*

2. *President's report – TR*

3. *Matters arising from the last meeting:*

a) KW will request more information and clarification from Jamie Schulz on the planned shutdown next year.

b) KW will organise the refund for DC for his website payment.

c) KW/YL to seek advice on how to choose which category of business we need to put ANBUG down as for the ABN request.

d) AJC to send invites to Leonie van't Hag and Livia Salvati Manni to co-chair the meeting. include link to Nature paper for organising web conferences (Interesting article in Nature, <https://www.nature.com/articles/s41578-020-0194-0> about organising conferences) and Kahoot for quizzes (Use Kahoot! <https://kahoot.com/schools-u/>).

e) AJC to send an email to Gail asking if she's willing to advise on the conference.

f) TR to finalise the AUM2019 report with Kelly and send it to the committee for comment.

g) TR to send modified letter regarding mitigation of OPAL shutdowns to IRG and Jamie before sending to Miles.

h) AJC will send the ANBUG recruitment email to KW, she will send off to neutronsources.org see if they post the email from an official neutron institution email.

4. *AANSS 2020*

5. *ANBUG ABN and bank account*

6. *Any other business*

Meeting Opened: 10:40

Items Discussed

1. *Approval of minutes from the last meeting*

The minutes from the last meeting were approved.

2. *President's report*

TR has been in discussions with Livia Salvati Manni (U. Sydney), Leonie van't Hag (Monash Uni), DC and AJC regarding organisation of AANSS2020, the outcomes of these discussions are discussed further below under point 4.

3. Matters arising from last meeting

a) Jamie Schulz has agreed to keep the ANBUG executive committee well informed as to decisions on maintenance next year as and when decisions are made regarding timetabling. At present these have not been scheduled.

b) DC has been refunded for the payment for the ANBUG website that went off his credit card.

c) See point 5 below.

d) & e) See point 4 below.

f) The AUM2019 report has been finalised with Kelly Cubbin (ANSTO) and Miles Apperley (ANSTO) and will be distributed to the committee by TR, via email if possible but if not using the ANSTO sharefile system.

g) TR, IRG and Jamie Schulz (ANSTO) finessed the letter regarding the impact of repeated delays to the long shutdown of OPAL for maintenance and COVID-19 on the ACNS user community and sent to Miles Apperley (copied in were Simone Richter and Jamie Schulz). Miles acknowledged receipt but TR has received no further feedback since 18th May. TR will follow up with Miles on this.

h) AJC/KW dispatched the ANBUG recruitment email to neutronsources.org. Neither received said email back but shortly afterwards a number of international members signed up, which is believed to be related to Kirrily Rule (ANSTO) advertising the new ANBUG membership system in her international talks. The ANBUG committee will try to include an advertisement for the new membership system in talks to those potentially interested in using ACNS beam lines.

4. AANSS 2020

TR, AJC & DC have met with Leonie van't Hag (Monash Uni) and Livia Salvati Manni (U. Sydney) who have agreed to lead the organisation of the scientific program for the AANSS 2020 meeting. Gail Iles has agreed to provide relevant documentation from the AANSS 2018 meeting for assistance as required. The executive committee at large will be assisting with logistics, with DC as technical advisor and Leonie and Livia directing the scientific program. Livia joined the executive committee for this discussion.

Two meetings of the new AANSS 2020 organising committee have been held since the last ANBUG executive committee meeting. The current plan is that the AANSS 2020 will be fully online, with the potential for local nodes if desired by the user community, subject to compliance with social distancing regulations in each state. Discussions were had on the involvement of AINSE and ACNS in the AANSS 2020, which TR has followed up on as follows:

AINSE – Michelle Durrant wants AINSE to be involved with AANSS and suggested Michael Rose could join the steering/organising committee and that AINSE could support prizes. TR confirmed with Michelle that this would be sponsorship from AINSE, rather than drawn from any registration fees charged by ANBUG for the meeting. The committee approved and was very supportive of Michael being on the steering committee for the meeting. TR will invite Michael Rose to join the AANSS 2020 organising committee.

ACNS – TR has been in touch with Kelly Cubbin and Jamie Schulz with regards to ACNS support for AANSS 2020. Jamie has confirmed that Kelly's time would not be drawn from any registration fee charged and offered a further package of support including Kelly's time in handling the abstract submission and compilation of the abstract booklet/conference program. The committee approved Kelly's involvement in

the meeting organisation in this context. Jamie has also suggested that as part of the sponsorship that ACNS could host the webinar and pay for a licence. Jamie sent through some approximate costings during this meeting that the executive committee took into consideration. At present the plan would be for ANBUG to set up the registration system for the meeting through Eventbrite for registration, which could be interfaced with Indico where ACNS/Kelly would handle abstract submission/collation and putting together the conference handbook and program. DC noted that we could potentially run the webinars ourselves as we can potentially have up to 500 participants in a Zoom webinar using the university licence of an organiser. For the time being, the committee was highly supportive of the offer of ACNS support but would still investigate the option of running the online aspects of the meeting through an organiser's university to potentially reduce costs.

TR will draft a response to Jamie's email and send it to the executive committee and AANSS 2020 organising committee for approval.

DC suggested that we should announce the AANSS 2020 meeting on the ANBUG website as soon as possible and potentially settle on a common organisation platform for the meeting in Indico. DC and AP suggested that the exec committee and the organising committee could be given full editing rights on the Indico site to allow the committee members to assist in the process freely, on the proviso that ANBUG can maintain a degree of control over the final destination of any registration fees.

AP suggested that the plenary talks should be recorded and posted on the ANBUG website after the meeting. This was briefly discussed and it was noted that the relevant speakers would have to be informed that they were being recorded prior to their talks.

Livia introduced the current plan to spread the meeting over three part-days (Wednesday 11th November – Friday 13th November) to allow international attendees in disparate time zones to join the meeting and present. Pricing of registration was discussed and a provisional sliding scale was agreed as follows to promote ANBUG membership: \$100 for staff (non-ANBUG members), \$50 for staff (ANBUG member)/students (non-ANBUG member)/retirees (non-ANBUG member), \$25 for retirees (ANBUG members)/student (ANBUG members). DC noted that it has also been discussed that an avenue for students without necessary funding to attend should be provided and AP supported that there should be a route for applicants in financial hardship.

YL suggested that we should ask for some form of confirmation of whether the attendees were students or post-doctoral researchers at the time of the meeting in the registration system.

5. ANBUG ABN and bank account

YL and KW have been investigating the ABN situations of SCANZ and ACIS, which are different. SCANZ is a registered charity but ACIS is a not-for-profit organisation (not a charity) and therefore gifts to ACIS are not tax deductible. ACIS doesn't register for GST as long as their annual turnover does not exceed \$150,000 and is exempt from income tax and capital gains tax as an educational organisation. Changes to board members must be registered with the Australian Securities and Investments Commission (ASIC) through a notice to change. SCANZ has more money and ANBUG is probably closer to ACIS in terms of membership and turnover and therefore ANBUG will opt for a not-for-profit structure. YL said to get an ABN number we need a president to sign the forms and it is relatively easy to get an ABN. It would be better to have at least two people registered to facilitate sign over when the executive committee members change, the president and treasurer would be good choices and YL suggested that the second person should potentially be an ANSTO employee on the committee to facilitate ease of sign over in NSW. Current signatories on the ANBUG bank account are AP and KW. KW will initiate the process of getting an ABN for ANBUG as a not-for-profit organisation.

6. Any Other Business

ANBUG would like to put Rob Robinson forward for the AONSA prize and Brendan Kennedy (U. Sydney) is supportive of this initiative.

Meeting Closed: 12:00