

ANBUG executive meeting, 23/03/18

Agenda:

- Update on AANSS 2018 – *Gail*
- AONSA school ANSTO November 2018 – *Tracy, Katy*
- Actions arising from July 2017 meeting
 - NCRIS staffing arrangements – is this closed? – *Ian – next meeting*
 - Travel ANBUG representative to AONSA meeting – *Ian – next meeting*
- Calendar of events for 2018 – *all, Katy coordinate*
- Update on number of ANBUG members - *Katy*
- Website, twitter – *David, Katy*
- Newsletter - *Katy*

Present: Tracy Rushmer, Katy Wood, David Cortie, Tilo Soehnel, Gail Iles

Apologies: Ian Gentle, Erich Kisi, Ania Paradowska, Houman Alipooramirabad

Item		Action	Owner	Date
AANSS meeting November 2018	Gail updated committee on progress: <ul style="list-style-type: none"> - 2 ½ days fixed 19-21 November, slots for ANBUG awards + AGM on Wednesday 21 (half day) - AINSE agree to provide lecture theatre and conference bags at no cost - Kelly Cubbin from ANSTO will also provide support at no cost: website, indico for abstract + registration. Committee agreed we don't need app. - Finding speakers by looking at publication lists from ANSTO. Gail may ask ANBUG for help closer to date. - Gender balance aim is 50/50 for organising committee, invited and session chairs, not for contributed talks. - Small amount of money to be returned to ANBUG, 	Website up when Kelly returns	Gail	30/04/18
		Advertise dates to ANBUG members	Katy	10/4/18
		Funding request to AINSE	Katy to circulate to all (Tracy to send?)	10/4/18

	possibly via ACNS sponsorship			
AONSA school November 2018	Anna Sokolova from ANSTO is chairing, will need ANBUG members on committee. Mixture of practicals and lectures. Dates fixed 12-16 November. Discussed possible suggestions for organising committee: Synchrotron involvement, David Cortie, Rico Tabor, Gary Bryant, Duncan McGillvary? Waiting for Anna to discuss further with Jamie Schulz. Gail Iles volunteered to talk at the school.	Funding request to AINSE Advertise dates to ANBUG members	Katy to circulate to all (Tracy to send?) Katy	10/4/18 10/4/18
Website/ Twitter	Katy managing twitter account for now.	NA	-	
Newsletter	Tracy has written a paragraph on instrument performance, have news pieces from students. All agree we keep requirement that when students receive financial support, they should write a piece for newsletter.	Katy to finalise newsletter, ask Ania to read Tracy's section	-	5/04/18
Travel to international facilities	David highlighted that ACNS/AS should have similar user support, including travel to overseas facilities.	Discuss with Jamie Schulz at PAC	Tracy	May 2018
ANBUG membership	Currently members at ~330. Several noted not obvious when signing up to neutron portal that joining ANBUG is possible. David asked what percentage of ANSTO users join ANBUG?	All memberships to be renewed this year. David will assist with automating the process. Discuss ANBUG membership in new portal with James Hester	David/Katy Katy	July 2018 May 2018
Actions outstanding from previous meetings below, where no updates				
NCRIS staffing arrangements	Ian wrote letter, no response received	NA at the moment	-	Standing item

Travel ANBUG representative to AONSA meetings	Discussed issue of funding travel, no decision made as Ian needed to leave meeting	NA at the moment	Ian	
Calendar of events for 2018	All agree useful to have relevant events that ANBUG is supporting/promoting this year in a calendar	Get together list of events 2018	all to contribute, Katy to coordinate	Ongoing
Grant for travel to international facilities	Ania highlighted importance of funding to travel to international facilities. LIEF may not be appropriate, to stay on agenda as standing item.	NA at the moment	Ania	Standing item
Student representative	Houman (student representative) finished PhD last year.	Email members requesting nominations for new PhD representative	Ania	15/02
International representative on executive committee	Discussed having an ANBUG exec member currently overseas	NA for now	Ania	