

Executive Committee Meeting Minutes
96th Semi-annual Symposium
137th Meeting of NYSS/APS
April 13, 2007
US Military Academy
Bartlett Hall, room BH302

Time: 9:00 AM

Members present: Chair, James Owens (07); Vice Chair, Bob Pompei (07); Secretary-Treasurer, Larry Josbeno (09); Section Councillor, Gianfranco Vidali (07); Executive Committee: Lawrence Brehm (07); Shu Chang (07); Scott Heinekamp (09); Michael Kotlarchyk; (09); Jill Linz (07); Jay Newman (07), Cindy Schwarz (09) and David Trauernicht (07). Meeting with the Committee: Jenny Magnes, West Point; Major Gregory Schwarz, West Point; Lora K. Hine, Cornell; and Sunil Labroo, Vice Chair (09).

Members absent: Azar Alizade(07); Section Council Observer, Enrique Galvez(07); Roman Kezerashvili (07) ; Stacie Nunes (09); Michael Rogers (09)

1. Approval of minutes from the 2006 fall Symposium at Colgate

Motion to approve: Bob Pompei, seconded by David Trauernicht, Unanimous

2. Report of the Local Committee

a. Report of local organizers – Jenny Magnes

There are 184 people registered, 98 students.

b. Student support – The following policy, that was approved Spring 2003 will be followed;

Student support will be a maximum \$150 per student, with discretion on the part of the student support coordinator on the amount. Banquet will be \$10 for pre-registered students (with certification by a faculty member at the institution).

Bob Pompei reported that 70 students have requested support.

c. Posters – Twelve posters entered at this point; the judging committee: Larry Brehm, Scott Heinekamp and Jill Linz.

POLICY: (PASSED October 15, 2004) the judging committee may award prizes (up to \$600) FOR POSTERS (no more than \$100 per poster), categories at the discretion of the judges.

MOTION TO APPROVE: Larry Josbeno, seconded by Stacie Nunes.
Unanimous

MOTION TO APPROVE: For this Symposium Only – The posters entered by non- PhD adjuncts, be evaluated by the Judges as Graduate students. No financial awards will be given for these posters.

THE FOLLOWING AWARDS WERE ANNOUNCED AT THE BANQUET:

Poster Awards, NYSS APS

Undergraduate category:

1st, \$100 for EXAFS analysis of atmospheric particles
Joseph Brumante - Sarah Lawrence

2nd prize, \$50 each, for Fuel Cell Experiment

Trey Theobald - SUNY Canton Campus
Tonya Buddie - SUNY Canton Campus
Heidi Tessmer - SUNY Canton Campus

3. **Secretary/Treasurer Report** – Larry Josbeno – **See Appendix A**

Secretary/Treasurer Josbeno reported that while the finances are in good shape, the Fund Balance has decreased from \$68,000 (?) in 2001, to ~\$40,000.00 today. Prudent spending policies need to be established. Such policies were formed by the Finance Subcommittee and will be presented subsequently. Michael Stephens, APS Comptroller, has suggested #30,000 as an appropriate Fund Balance. The IRS states that an Organization cannot have a Fund balance of more than two years operating expenses, (for APS/NYSS this is ~\$30,000), and have a tax exempt status. (NOTE: Although we have been above this in the past, we were not in violation of the IRS because we are part of APS National).

4. **Finance Subcommittee Report** – James Owens

The Finance Subcommittee appointed at the Fall 2006 Symposium, consisting of James Owens (Chair), Larry Josbeno, Robert Pompei (replacing Enrique Galvez), and Gianfranco Vidali, met Thursday, April 12, at the Thayer Hotel. The meeting was chaired by James Owens, who presented the following report and recommendations.

Budget Proposal		NYSS/APS	13 Apr 07
Income		Expenses	
APS subsidy	\$9,000	Banquet speaker – Travel	\$2,000
Interest	\$2,000	Banquet tickets (all presenters)	\$360
Registration (130 x \$25)	\$3,250	Banquet (attendees and students)	\$5,700
Banquet (130 x \$30)	\$3,900	Student support (up to 60 students, up to \$100 each)	\$5,000
Student	\$900	Outreach grants	\$3,000

banquet
(60 x \$15)

	Poster awards	\$600
	Facility fees	\$750
	Publications - Symposium announcements	
	– Printing	\$1,000
	– Mailing	\$1,800
	Publications - Symposium posters	\$800
TOTAL	\$19,050	\$21,010

Notes:

- 1. Registration fees** are free for speakers, students, and retirees.
- 2. Banquet fee** for regular attendees is full cost, not subsidized.
All speakers are free; all students pay half price.
- 3. Other meals** (breakfast, breaks, and lunches) will be at the expense of attendees.
If payment on site is awkward (e.g., coffee breaks, lunches), the amount charged by the host institution will be included by adding a supplement to the registration fee.
- 4. The Newsletter** will only be available electronically.
- 5. Student support:**
 - Each student could be funded up to \$100
 - Student must attend all sessions, including the Banquet, to be eligible for aid.
 - Conference fees for are free for all students.
 - Banquet tickets are half price for all students.
 - Student food costs are not reimbursable.
- 6. Conference attendees** will be charged, for all meals served, the amount charged by the hosting institution.
- 7. Mailings.** There will be two mailings each year (one for each symposium), to NYSSmembers only. An Email will be sent to all APS members living in New York State for the fall Symposium. Posters will be continued to be mailed to Educational and Industrial Institutions.
- 8. Symposium speaker support** will be provided for the Banquet speaker; and could be provided for other presenters at the discretion of the Chair.
- 9. Elections.** The procedure will remain as it is currently, electronically, via APS.
- 10. Outreach grants** will be limited to \$1,500 for each symposium.
Motion to approve: James Owens, seconded by Robert Pompei,, Unanimous

5. Future Symposia

- a. Fall 2007 – Skidmore College – Jill Linz. October 19/20, 2007. This symposium will be sponsored jointly by AASNY (the American Astronomical Society, New York Section), and will be on some aspect of Astrophysics
- b. Spring 2008 – Cornell University – High Energy Physics – Rich Galik and Lora Hine. April 18/19, 2008.
- c. Fall 2008 – Corning Incorporated
- d. Spring 2009 – (100th) – University of Rochester
- e. Fall 2009 – Vassar College(?) – Cindy Schwartz
- f. Spring 2010 (Or Fall 2009) - Ithaca College - Michael Rogers

6. Outreach Grants

Chair, Jill Linz, and a new Committee, appointed by Chair James Owens, for this Symposium only Larry Josbeno, Bob Pompei and Scott Heinekamp

A total of 5 proposals were submitted – 1 submitted late.

Rochester Institute of Technology – George Thurston – “*A Portable Reflection Gallery*” – submitted late – tabled until Fall '07

Institute of Optics, University of Rochester – Zhimin Shi – “*A Box of Light*” – requested \$1896 – funded \$400

Motion to approve: Robert Pompei, seconded by, Scott Heinekamp

Unanimous

Cornell University – John Nguyen – “*Lights, Optics, ACTION!*” – requested \$1982.28 – funded \$400

Motion to approve: Robert Pompei, seconded by, Scott Heinekamp

Unanimous

Stuyvesant High School – Scott Thomas – “*Nanotechnology for High School Students*” – requested \$2000 – funding denied

Motion : Robert Pompei, seconded by, Scott Heinekamp

Unanimous

Rensselaer Polytechnic Institute – Jim Napolitano – “*Electric Motors to Build and Take Home (Phase II)*” – requested \$775 – funded \$775

Motion to approve: Robert Pompei, seconded by, Scott Heinekamp

Unanimous

7. Elections:

Chair-elect : Sunil Labroo (2009)

Section Council Observer: James C. Owens (2009)

Executive Committee Members (7)

Nicholas Bigelow (2011)

Enrique (Kiko) Galvez (2011)
Jill Linz (2011)
Jay Newman (2011)
David Trauernicht (2011)
Gianfranco Vidali (2011)
Donnell T. Walton (2011)

8. Report from Spring Symposium 2007

See Appendix B.

9. Newsletter Report – Jim Owens

- a. The Spring Newsletter, with the election biographies was successfully published.
- b. Expenditures:
 - Mailing Expenses \$1,708.14
 - Printing \$ 712.00
 - Total \$ 2,420.14

10. APS Convocation, February 16 (lobbying)/17/18, 2007.

The APS Convocation is a meeting of all APS units, this is held at College Park MD, and NYSS can send three representatives (officers) at APS' expense, Robert Pompei, Larry Josbeno and Sunil Laboo. Sunil went to Washington, on Thursday to participate in the lobbying. The Convocation was successful, the participants were involved in an exchange of ideas, meeting the APS employees responsible for various Services offered to the Sections of APS, and new information on accounting procedures were obtained.

The meeting adjourned at 12:02 PM. Motion to adjourn **Robert Pompei**, seconded by **David Trauernicht**, **Unanimous**.

Respectfully submitted,
Larry Josbeno, Secretary-Treasurer

APPENDIX A

Treasurer's Report – April 13, 2007

Assets with APS as of 3/29/2007 were \$45,106.19 up from \$37,699.19, from a year ago, and up from 43,874.69 from two years ago.

Expenses since that accounting:

Postage	\$1,375.16	Newsletter:	\$1,708.14
		Mailing Expenses	

Printing Services	\$ 427.28	Printing Services	\$712.00
Total	\$1812.44	Total	\$2,420.14
Approximate balance		\$40,873.61	

NYSS – Membership	HIGHLIGHTS (2007)	
1999 – 1,962	Student Support	-650.77
2000 – 1,886	2006 Poster Awards	-\$450.00
2001 – 1,906	Outreach	-\$5000.00
2002 – 1,856	Dues	+\$8,668.00
2003 – 1,842	Investment Income	+\$2,688.36
2004 – 1,871	Newsletter (Printing)	-\$2,268.00
2005 – 1,938	Spring Symposium	+\$413.56
2006 – 2,167	Fall Symposium	-\$2,014.04
2007 – 2,221	Postage & Mailing	-\$6,868.13

This is primarily because of symposium expense subsidies, speaker travel, poster awards, and outreach grants. The Section has been committed to increasing outreach (Our Outreach program was lauded at the January 2006 APS Convocation), and our Newsletter expense was both Outreach and an attempt to provide information for our members, and to solicit more members so we can continue to provide student support and promote physics education, especially in Elementary education. There are 3987 APS members living in NYS as well as others in surrounding states, so we have the opportunity to grow.

Appendix B

Report for the Fall 2007 meeting

The 95th semi-annual symposium was held at SUNY Potsdam on 20 & 21 October 2006. There were ten session speakers and one after-dinner speaker on the theme topic, Acoustics, Musical and Physical. There were 75 participants of whom about 20 were students.

Partial travel expenses for the after-dinner speaker, Thomas Rossing, who traveled from California, were covered. Motivated by an inquiry by one speaker, consideration was given to defraying travel expenses of two speakers, both of whom were new entrants to their professions, but the point became moot when the one inquiring secured funds from his institution.

We covered the banquet cost for any speaker (nine in number) who attended the banquet.

Box lunches on Saturday were furnished to all attending, a move designed to encourage retention of the audience into the afternoon session. Following the official close of the meeting, attendees were invited to a demonstration concert of the college's newly renovated pipe organ, given by Paul Jacobs of the Julliard School.

Two session speakers were from Canada, the rest from New York State. One was from industry, the rest from academia.

item	income	expenses
Registration/dinner fees	\$1,723.00	
Program folder materials		\$176.69
Duplicating/copies		\$51.51
Conference Administration Fee @ \$5.00 each for 75 participants		\$375.00
PACES* food services (itemized)		\$2,502.85
sub-total of SUNY expenses		\$3106.05
After Dinner Speaker Travel Expenses		\$630.99
airfare –	\$322.19	
carfare –	\$25.00	
lodging –	\$283.80	
Totals	\$1,723.00	\$3,737.04
Net cost to section		\$2,014.04

* Potsdam Auxiliary College Educational Services
Itemized food Expenses:

Exec. Comm. Breakfast –	\$117.40
Exec. Comm. Lunch –	\$100.00
Friday pm coffee –	\$158.70
Banquet –	\$1,375.25
Sat. 8 am coffee –	\$112.80

Sat 10 am coffee – \$167.70
Box lunches – \$471.00

Respectfully submitted,
Lawrence P. Brehm
Chair of symposium local organizing committee

Appendix C

APS/NYSS 2007 ELECTION RESULTS

Results	Position	Candidate
NO	1. Executive Committee Members	ROMAN KEZERASHVILI
NO	2. Executive Committee Members	SAVI IYER
NO	3. Executive Committee Members	AZAR ALIZADEH
NO	4. Executive Committee Members	LAWRENCE BREHM
YES	5. Executive Committee Members	DONNELL T. WALTON
YES	6. Executive Committee Members	JAY NEWMAN
YES	7. Executive Committee Members	DAVID P. TRAUERNICHT
YES	8. Executive Committee Members	ENRIQUE (KIKO) GALVEZ
YES	9. Executive Committee Members	JILL A. LINZ
YES	10. Executive Committee Members	GIANFRANCO VIDALI
YES	11. Executive Committee Members	NICHOLAS P. BIGELOW
YES	12. Chair-elect	SUNIL LABROO
YES	13. Section Council Observer	JAMES C. OWENS

Total number of members: 2221
Number of members voted Electronically 267

Number of members voting via paper: 23
Total Voting: 290
Participation: 13.05%
LAST ELECTION: 233/1874 (12.43%)