

**Board of Trustees Meeting
Canadian Institute for Nuclear Physics (CINP)**

**September 21, 2007, 10:30 a.m. CST
Teleconference call**

Present: Garth Huber (Regina), Kumar Sharma (Manitoba), Adam Sarty (Saint Mary's), Peter Blunden (Manitoba), Randy Lewis (Regina)

Guests: Ken Ragan (McGill), Malcolm Butler (Saint Mary's)

Minutes

1. Approval of Agenda

The meeting was called to order. Garth Huber chaired the meeting. The agenda was approved as circulated.

2. Ken Ragan (IPP) joined the discussion from 10:30 to 10:45. He outlined the lobbying efforts with IPP, SNOLAB and TRIUMF. There was discussion of a one page summary sheet for talks with government officials. Adam mentioned that he was meeting with MP Geoff Reagan in the next few days.
3. Malcolm Butler joined the discussion at 10:45. He updated the Board on the status of proposed by-law modifications. Some modifications are needed to allow groups like SNOLAB to join as institutional members.

The second part of the meeting was adjourned to September 25.

**Board of Trustees Meeting
Canadian Institute for Nuclear Physics (CINP)**

**September 25, 2007, 10:30 a.m. CST
Teleconference call**

Present: Garth Huber (Regina), Kumar Sharma (Manitoba), Adam Sarty (Saint Mary's), Peter Blunden (Manitoba), Randy Lewis (Regina), Paul Garrett (Guelph)

Minutes

1. Approval of Agenda

The meeting was called to order. Garth Huber chaired the meeting. The agenda was approved as circulated.

2. **Motion** (Blunden/Sharma): To approve the minutes of June 18, 2007. Carried.

3. Here is a summary of Adam's discussion with MP Geoff Reagan.

- Meeting went well.
- He was knowledgeable about neutrinos.
- One page summary had good ideas, long and short range goals
- A sense of urgency is missing. What is wrong with that you have now? (e.g. Canada would have squandered its investment in SAP in last few years if not fully funded).
- Use figure of merit in long range plan
- Make clear connection to everyday life, benefits to public (e.g. MRI, detectors).
- Go to MPs around SNOLAB, Toronto, TRIUMF, who have vested interest first. Also PMO and Treasury
- "Our business is like NASA", care about spinoffs

4. Recruitment report (Adam). Nothing is started as CINP is not yet a legal entity. We should exist before we canvass. We can start when the application for incorporation is submitted.

5. Science report. Nigel Lockyer (Director, TRIUMF) requested a representative from CINP on the TRIUMF 5-year plan committee, and Garth will serve in this capacity with special responsibilities for UltraCold Neutrons, JLab support, and non-ISAC physics at TRIUMF. The Scientific Working Groups were discussed. We need enthusiastic acting chairs to ensure a smooth start. Ownership helps with recruitment. Consider 2 co-leaders in broader fields. We should discuss names in a future meeting.

6. Garth presented a straw budget for discussion only. It was suggested that we allocate some of the scholarship and award money to students presenting at the annual

WNPPC meeting.

7. Treasury report (Paul). Wait for incorporation.
8. Website report (Kumar). Kumar has set up a temporary website at U of M with links. He will register the name.
9. Other business. At the time of the meeting, no new nominations for the DNP thesis prize were yet received, and Garth requested the Trustees to contact any recent nuclear physics Ph.D. recipients they were aware of. [Note: this has since occurred, and a 2007 graduate from McMaster has been nominated.] A discussion took place regarding the timing of the DNP and CINP meetings at the CAP congress. Usually there is a GSC-19 chair report, and a report from the TRIUMF director. We would also have reports from the working groups. Consider a longer joint meeting of DNP and CINP late in the day rather than trying to do everything at noon.
10. The meeting was adjourned.

**Board of Trustees Meeting
Canadian Institute for Nuclear Physics (CINP)**

**October 16, 2007, 10:30 a.m. CST
Teleconference call**

Present: Garth Huber, Chair (Regina), Kumar Sharma (Manitoba), Adam Sarty (Saint Mary's), Peter Blunden (Manitoba), Randy Lewis (Regina), Paul Garrett (Guelph)

Guest: Malcolm Butler (Saint Mary's)

Minutes

1. The meeting was called to order, and the agenda was approved as circulated.
2. The approval of the minutes of the September 21 and 25 meetings will be deferred to the next meeting.
3. Malcolm Butler joined us from 10:30 to 10:45. He reviewed the status of incorporation, and the legal advice received from Lawrence Hayes, a lawyer with McInnes Cooper, Halifax. There are 2 things of note:
 - a. We should incorporate as a charitable organization;
 - b. The application for incorporation requires three applicants and we require their full names addresses and occupations. A head office in Canada must be specified and that must be determined.

Motion (Sharma/Sarty): That we register the Institute as a charity under the income tax act. Carried.

We will have a meeting on November 6 to discuss the final incorporation document. It was agreed that Board members would send in the required information.

4. Ken Ragan is hoping to circulate a new one-page summary for our lobbying efforts, incorporating suggestions by Adam.
5. Garth and Randy circulated suggestions for Working Group Acting Chairs. These would become 2 year terms once elected. The suggestions were discussed, and it was agreed that the nominees would be approached to determine their willingness to assume these responsibilities.
6. The website is now registered as www.cinp.ca. It is currently hosted at Kumar's UM website. It is uncloaked at the moment, but can be cloaked so that the links always refer to cinp.ca. Want suggestions for content.
7. The meeting was adjourned.