

CINP Board Minutes

25th September 2025

Attendees:

Voting: Gwen Grinyer (Chair), Svetlana Barkanova, Russell Mammei, Thomas Brunner, Liliana Caballero, Chris Ruiz (Secretary)

Non-voting: Garth Huber (Executive Director), Corina Andreoiu

Pre-amble: discussion of whether AI assistant could be used to help with minutes. SB used previously using 3rd person software. CR will investigate.

1. Approval of Agenda

Motion 2025.09.25-1: “Approve agenda of today’s meeting” (Chris Ruiz)

Seconded: Svetlana Barkanova

2. Approval of Minutes of June 12, 2025

Motion 2025.09.25-2: “Approve minutes of hybrid CINP meeting at CAP on June 12th, 2025” (Gwen Grinyer)

Seconded: Russel Mammei

3. Executive Director Report (Garth)

a) Conference Support Applications

(i) 20th International Conference on Electromagnetic Isotope Separators and Related Topics (EMISXX)

SWG chairs were not over-enthusiastic on this since a high amount was requested yet the application arrived late, barely before the conference begins. On this basis, CR recommended declining. Unclear what impact what funds will have.

RM: How much for entire year? (\$7,000). We’ve approved \$1,500 for the ab initio workshop, and the Next-gen neutrino workshop. For Theory Canada have also approved \$1,500.

Discussion on this ensued. We don’t want to go over budget. CR suggested declining on this basis, but others disagreed. CR was brought round to support at a smaller amount than requested.

Motion 2025.09.25-3: “Support EMISXX conference at \$1,000.”

Seconded: Liliana Caballero

Garth Huber suggests quorum vote. Passes.

(ii) Next was discussed the Neutrinoless double beta decay search in Xe next-generation experiment workshop
\$1,000 requested. Jeff gave positive recommendation. Liliana also thinks relevant.

Motion 2025.09.25-4: "Support Neutrinoless double beta-decay workshop at \$1,000" (Liliana Caballero)
Seconded: Svetlana Barkanova

(iii) 2026 Canadian Conference for Undergraduate Women* in Physics (CCUWiP)

This comes out of different budget. (Outreach).

Motion 2025.09.25-5: "Support CCUWiP at same level as last year, i.e. \$500." (Liliana Caballero)
Seconded: Russell Mammei

b) Membership

(i) New Applications:

268 Artemis Tsantiri (Associate)
269 Sean Wilson (Associate)
270 Raymond Bunker

Motion 2025.09.25-6: "Approve all new applications." (Gwen Grinyer)
Seconded: Chris Ruiz

(ii) Member emails that give error messages:

Do you have updated contact info so that I can contact them on whether to discontinue their CINP membership?

031 Subal Das Gupta dasgupta@hep.phys.mcgill.ca
→ Thomas will check.

182 Takamasa Momose momose@chem.ubc.ca
→ Russ will try to find out.

204 Marco Rocchini (Associate) mrocchin@uoguelph.ca
→ Liliana asked. Was a postdoc. Got a faculty position in Italy.

209 Brian Kootte (Associate) brian.a.kootte@jyu.fi
→ CR provided a gmail address for Garth to contact him to check.

c) Info from NSERC regarding SAPES Fall Context Session

New email from Kevin Lapointe to Garth, who hasn't responded with any details, other than to acknowledge receipt. NSERC is proposing to simplify the Fall Context Session agenda, by having presentations only by CINP and IPP, and removing presentations by the labs. Presentation will likely be in 1st week December.

d) Update regarding LRPC and CINP Brief

- Town Hall meeting was held on Sept 25, committee meeting weekly to incorporate comments, with intent to release 2nd draft for comment by end of October. A second town hall is planned for early November. The deadline to release the CINP report to the LRPC is Nov 30.
- LRP committee email from Alison Lister to say they will have their first meeting on Oct 14th.
- Invoices from LRPC to CINP and IPP will go out in a few days.

4. Treasurer Report (Garth on behalf of Greg)

a) Board approval of 2024-25 audit

The 2024-25 audit letter signed by Greg and Gwen requires to be filled in:

"I wish to inform you that, on today's date: _____, the financial statements have been approved by the Council (motion number ____).

Greg sent Aug email and asked for any objections. None raised.

Motion 2025.09.25-7: "Approve aforementioned statement from Board"
(Gwen Grinyer)
Seconded: Chris Ruiz

b) Financial update

GregH submitted short update. GregH will follow up with unpaid member fees in October.

5. Other Business

6. Approximate date of next meeting

Typically after WNPPC info received (so we can approve). Likely late Nov early Dec. 1st week in December works better.
CUPCC no bid this year. Money will cover deficits from brief writing committee expenses.

7. Adjourn

Motion 2025.09.25-8: "Adjourn." Gwen Grinyer"
Seconded: Russell Mammei