**Minutes for ANS-NE EC meeting**

**4:00 pm June 23, 2020**

**Conference Call**

**Attendees:** Jerry Balayan, Dixon Brandt, Brian Campbell, Bob Capstick, Scott Ingalls, Darvin Kapitz, Dick Martin, Joel Nuechterlein, Jim Pappas, Christine Roy, Steve Stamm

**Discussion Items:**

1. **Quorum –** Quorum confirmed
2. **Approval of last meeting minutes –** Approved
3. **Chair Report (D.Kaptiz)** 
   1. Treasurer for 2020-2021- Program Year (Kapitz/ Brandt)
      1. Treasurer Appointee J. Balayan agree to continue until a new Treasurer is selected.
      2. Audit Committee consists of D. Kapitz and one other TB.
   2. Annual Report to ANS – S. Stamm has filled in majority of report and has sent to J. Balayan for financial additions and to D. Kapitz for review. The report must be sent in by 1 August 2020.
   3. ANS LSC Meeting (D.Brandt) – There is a push for local members to become national members. There will be a discount. Right now the only ones required to be national members are Chair and Vice Chair.
4. **Treasurers Report** (J.Balayan)
5. Current Treasurers Report – J. Balayan will develop a report with an end date of 30 June 2020.
6. Audit Package – J. Balayan is working on putting together the package. D. Kapitz and is lined up to be one of the auditors. D. Kapitz is seeking another auditor.
7. Membership Applications - J. Balayan to resolve overdraft check issue.
8. **Secretary’s Report** (C.Roy) -None
9. **Committee Reports/ Discussion**
   1. Membership/Program Committee reports (Stamm) (Attachment A)
   2. Outreach activities report (Kapitz)
      1. ANS NE Outreach education program (D.Kapitz, C.Roy)
         1. Pre-Recorded Power Point Presentations – D.Kapitz will look into this option.
10. **New Officer Transitions:** 
    1. Fidelity account access (J.Balayan, D.Kapitz, D.Brandt) - D. Brandt to follow up with Fidelity.
    2. Asset Inventory, (D.Brandt) (D. Brandt to collect materials from S. Aghara,
    3. Square credit card reader capability (D.Kapitz, J.Balayan, D.Brandt, J.Pappas) – Not needed currently. J. Balayan has two that belong to the Section one of which is to be given to Dixon before next in-person meeting. J.Balayan to train others in program use.
11. **Open Action Items Status** (Attachment B) – (All)
12. **Activity Calendar near term required open actions and status:**

**June**

* Appoint Audit Committee - ***Chair***
* Turn over records to incoming Officers & Committee Chairs, and send summary report to Secretary for Section's history file - ***Outgoing Officers & Committee Chairs***
* Nominate committee members and Chairs – ***Chair/ EC Members***
* Approve committee members and Chairs – ***Executive Committee***
* Draft budget for next program year - ***Treasurer/ Chair Elect***
* Approve budget - ***Executive Committee***

**July**

* New program year starts (July 1)
* New Officers and Directors take office (July 1)
* Approve meeting fees and dues – ***Executive Committee***
* Prepare and Submit Section Annual Financial Statement to EC – ***Outgoing Treasurer***
* Send list of Officers and Committee Chairs to Local Sections Committee (LSC) section liaison, LSC chair and LSC Secretary – ***Chair (August 1)***

**August**

* Updates for new Officers and Committee Chairs:
  + Update the web site ***- Webmaster***
  + Update Distribution of ANS-NE emails to new officers and committee chairs for web site generated emails ***– Secretary/Webmaster***
  + File Certificate of Change of Directors with secretary of state ***– Secretary***
  + Request passwords for new officers for Website and Archive administration,
* Submit audit results to Executive Committee for approval - ***Financial Committee***
* Prepare Annual Report, including financial report, and send to ANS Headquarters(either provide full report by August 1) – ***Outgoing Chair with inputs from Program Chair, Membership Chair and Treasurer***

1. **Next EC meeting:** July21, 4:00 pm by Conference call
2. **Adjourn**

**ATTACHMENT A**

Executive Meeting Report Membership & Program Report

**Membership Committee:**

Stats:

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **10/23/14** | **6/17/15** | **1/20/16** | **5/15/17** | **10/18/18** | **6/18/19** | **12/9/19** | **1/23/20** | **2/27/20** | **4/24/20** | **5/18/20** | **6/21/20** |
| Website Hits | 6117 | 71185 | 7770 | 10085 | 11217 | 44719 | 58576 | 61975 | 64637 | 69335 | 71427 |  |
| Email List Size | 5185 | 703 | 704 | 746 | 748 | 830 | 840 | 842 | 844 | 844 | 844 |  |
| Section Members |  | 50 | 218 | 41 | 20 | 35 | ? | ? | 26 | 26 | 26 |  |
| LinkedIn Group Size | 64 | 83 | 188 | 126 | 144 | 155 | 159 | 159 | 159 | 158 | 157 |  |
| LinkedIn invites sent | 3 | 0 | 0 | 1 | 8 | 2 | 3 | 4 | 0 | 0 | 0 |  |
| Linkedin Posts |  | 5 | 118 | 2 | 7 | 6 | 4 | 5 | 4 | 14 | 10 |  |

**Program Committee: PROPOSED Preliminary Meeting Schedule 2020/2021 (NEED VOLUNTEERS)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| Sept 22 | Social Function / Section Meeting- (May be able to use “HouseParty, :Apple to play”, etc |  |  | J. Nuechterlein  N. Glucksberg |
| Oct 20 | Historical Foundations of the Linear Non-Threshold Dose Response Model for Cancer Risk Assessment; Dr. Edward J. Calabrese (Ph.D.), Professor of Toxicology of University of Massachusetts.(edwardc@schoolph.umass.edu) | Confirmed |  | B Campbell |
| Nov 17 | Nick Irvin, Southern Company Services, NEI Molten Salt Reactor Technology Working Group | Confirmed |  | S. Ingalls |
| Jan 19 | High Level Waste Storage (DOE) |  |  | R. Capstick |
| Feb 16 | NASA Nuclear Drone MacKenzie@jhuapl.edu - DC |  |  | D. Kapitz |
| Mar 23 | Results of Study on Radon Induced Lung cancer (Joel Popkin (MD at St Vincent's Worcester) and Don Nelson (deceased) (retired physics professor at WPI) (D. Kapitz) |  |  | D. Kapitz |
| Apr 20 | High School Senior Competition – Evaluation of the “Massachusetts Energy Plan” |  |  | All |
| May 18 | Energy Storage: NEC Energy Solutions CEO, Steve Fludder |  |  |  |

Proposed Speakers / Topics: (Those that EC Members voiced support for during the EC meeting are in BOLD)

|  |  |
| --- | --- |
| 1. COVID Impact on nuclear. 2. EM2 advance reactor design, Bob Schleicher, Chief Scientist, General Atomics (Matt MacCaughey) 3. Dose Response Model for Cancer Risk Assessment, Dr. Edward Calabrese, UMASS (B.Campbell) 4. Energy Comm. View Points (Congressman Joe Kennedy) (R.Capstick) 5. “ThorCon” Prof. Robert Hargraves 6. Dr. Farshid Shahrokhi, Framatome Inc., Chair of the NEI HTGR Technology Working Group 7. Nick Irvin, Southern Company Services, NEI Molten Salt Reactor Technology Working Group 8. Dr. Rita Baranwal, Idaho National Laboratory, Director of the Gateway for Accelerated Tech. Dev. 9. Richard Lester, MIT on Circumventing Nuclear Roadblocks 10. High Level Waste Storage (DOE, MIT or Holtec) 11. Fusion/Fission 12. Energy Storage:NEC Energy Solutions CEO, Steve Fludder | 1. NASA Nuclear Drone MacKenzie@jhuapl.edu - DC 2. Energy Storage Research, Peak Power Somerville, Lucy Fan BD 3. Tour of MIT or UML Rx   Rhododendron  TOP- Max height 4 ft  WIDTH Trim back 4 inches  Rhododendron  TOP- Max height 4 ft  WIDTH Trim back 4 inches   1. Radiation: The Facts ”Prof. Robert Hargraves 2. Advanced Rad Detection Approach using Carbon Nanotubes, Nikin Tharan 3. How should the nuclear industry get its environment friendly message out (Northeastern Professor Matthew Nisbet) (R.Kalantari) 4. Results of Study on Radon Induced Lung cancer (Joel Popkin (MD at St Vincent's Worcester) and Don Nelson (retired physics professor at WPI) (D.Kapitz) 5. Deep Isolation project for nuclear waste (R.Capstick) 6. Accident Tolerant Nuc Fuel, Kurt Terrani, Oak Ridge 7. ), Catherine Finneran (Eversource) 781.441.8859, and Michele Leone (National Grid)   D.Brandt is not available on Thursdays |

**ATTACHMENT B**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID**  **(Mtg date**  **(M/Y)- #)** | **Description** | **Responsibility** | **Closed**  **(X)** | **Comments** |
| --- | --- | --- | --- | --- |
| 6/20-01 | Appoint additional audit committee member by 6/30/2020. | D. Kapitz |  |  |
| 6/20-02 | Submit ANS-NE Annual Report to LSC by 8/1/2020 | D. Kapitz (J. Balayan, S. Stamm) |  |  |
| 6/20-03 | Resolve overdraft check issue | J. Balayan |  |  |
| 6/20-04 | Download Square app. | D. Brandt; D. Kaptiz |  |  |
| 6/20-05 | Determine if we can have a virtual social meeting in September. | J. Nuechterlein |  |  |
| 5/20-01 | Call ANS LCS about using NUCLEAR NAVIGATOR program to foster involvement of nuclear related persons that are on local section mail list but don’t attend local section meetings. | S.Stamm |  | S. Stamm needs to follow up |
| 5/20-02 | Contact area high and middle schools during the early Summer to provide nuclear information by webcast so it can be included in the Fall school plans.  We have presentations available for use. Also we have people that will give the presentations. Time needed about 1:15. | ALL |  | D. Kapitz and C. Roy involved |
| 5/20-03 | Put together a financial package for the auditors ASAP after 6/30. | J. Balayan |  | J. Balayan will get to D. Kapitz and we need a second auditor |
| 5/20-04 | Obtain and speaker gifts and membership buttons that Sukesh still has. Before next EC meeting. | D. Brandt |  |  |
| 5/20-05 | Provide input to annual report and send to treasurer for completion. S. Stamm input provided. | S.Stamm; J.Balayan |  | Chair to review and send to ED for approval before 8/1. |
| 4/20-02 | Appoint 2020-21 committee chairs and issue Assignment Memo. | D. Kapitz |  | Nom comm: D. Kapitz, D. Brandt, |
| 2/20-02 | Coordinate LSC/ Student Sections interface.  Check with LCS to see if they have developed guidance. | D. Kapitz |  |  |
| 2/20-03 | Get setup to accept credit card payments on Square D. | D. Brandt; C. Roy, New treasurer |  | J. Balayan to manage |
| 8/193-02 | Assign responsibility for management of Speaker award and membership buttons.  Asset management matrix to include: speaker gifts, membership buttons, Square D readers, ANS-NE Banners, name tags and receipts. | D. Brandt |  | Develop Asset Management/ Responsibility matrix and post on archive website. |
| 06/19-03 | Update Fidelity Account signature authorities.  Jerry to resend required form to D. Brandt and new treasurer. | D. Brandt, New Treasurer/ J. Pappas  J. Balayan |  |  |
| 04/19-10 | Contact Boy Scout troop leaders | D. Kapitz | S | Pandemic deferral |
| 4/20-01 | Student Conference Funding Program Applications- No action to be taken with respect to funding attendance and any meetings until November. | (J. Balayan, C. Roy and J. Nuechterlein) | S | Pandemic deferral: Defer until next face to face national meeting. |
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Notes: S= Suspended; X=Completed