**Minutes for ANS-NE EC meeting**

**4:00 pm September 22, 2020**

**Conference Call**

**Attendees:** Scott Ingalls,Bob Kalantari,Darvin Kapitz,Joel Nuechterlein, Christine Roy, Steve Stamm

**Discussion Items:**

1. **Quorum –** Quorum not declared
2. **Approval of last meeting minutes – ALL –** Send by e-mail for approval (Secretary)
3. **Chair Report (D.Kaptiz)** 
   1. Treasurer for 2020-2021- Program Year (J.Balayan until replacement) (D.Kapitz)
   2. Treasurer Appointee –.No appointee. Darvin and Dixon made a changeover of signatory to Darvin. Darvin is looking for an additional signatory.
   3. ANS LSC Update (D.Kapitz) – Secretary had changed.
   4. The ANS-NE archive – Update status (J.Balayan, D.Kapitz).
4. **Treasurers Report** (J.Balayan)
5. Audit Package (overdue) – Darvin received information from Jerry. Darvin plans to go through his audit next week and have another person review his work.
6. Membership Applications: (Stamm) – We have 30 people signed up to be part of our local section and 17 EC members to give a total of 47.
7. **Secretary’s Report** (C.Roy)
8. **Committee Reports/ Discussion**
   1. Membership/Program Committee reports (Stamm) (Attachment A)
   2. Program Committee
      1. There is contact with upcoming speakers
   3. Outreach activities report (Kapitz)
      1. NAVIGATING NUCLEAR Program (D.Kapitz)
      2. Schools Contacted (All) – Atmosphere of upcoming school year is unknown
9. **New Officer Transitions:** 
   1. Fidelity account access (J.Balayan, D.Brandt)
      1. Dixon Brandt is relocating therefore the checkbook will be handed off to Darvin Kapitz. An alternate V. Chair needs to be elected.
   2. Asset Inventory (D.Kapitz) - still open.
   3. Square credit card reader capability (D.Kapitz, J.Balayan, D.Brandt, J.Pappas)
      1. Nadia Glucksberg has her own square reader. Not currently linked to our account.
      2. Jerry Balayan has a square reader. Darvin will send d Jerry an e-mail to confirm their access with the square reader.
10. **Open Action Items Status** (Attachment B)– (All)
11. **Activity Calendar near term required open actions and status:**

**April**

* Federal Tax Filing – File Form 990\_N Online (Known as e-postcard) – ***Treasurer*** (due May 15)
* State Tax Filing - Submit Massachusetts Form PC (Public Charities) Annual Report to MA Attorney General with $35.00 filing fee – ***Treasurer*** (due May 15) (COMPLETE)

**June**

* 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.***

**August**

* Submit audit results to Executive Committee for approval - ***Financial Committee***

**September**

* Update bank account signature card to add new chair, treasurer and vice chair (optional) and remove those no longer involved ***– Treasurer***
* Update Fidelity account access for new chair, treasurer and vice chair (optional) and remove those no longer involved ***– Treasurer***
* Update Amazon Smile Program Access to new treasurer & vice chair ***– Treasurer***

**October**

* Update student section officers and faculty advisors on ANS-NE mailing list- ***Membership Committee/ Secretary(May be inactive due to COVID-19)***
* Appoint section representative to attend the ANS National (Winter Annual) meeting Local Sections Committee meeting – ***Chair***
* File State Annual Report for Non-Profit Corporations with MA Secretary of State (pay $15.00 filing fee by check or $18.50 if filed online) – ***Secretary*** (November 1) (COMPLETE)

1. **Next EC meeting:** Oct. 20, 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** | **12/9/19** | **1/23/20** | **2/27/20** | **4/24/20** | **5/18/20** | **7/20/20** | **8/7/20** | **9/14/20** |
| Website Hits | 6117 | 71185 | 7770 | 10085 | 11217 | 58576 | 61975 | 64637 | 69335 | 71427 | 75861 | 7 7067 | 80045 |
| Email List Size | 5185 | 703 | 704 | 746 | 748 | 840 | 842 | 844 | 844 | 844 | 844 | Under Rev. | 909 |
| Section Members |  | 50 | 218 | 41 | 20 | ? | ? | 26 | 26 | 26 | 0 | 0 | 47 |
| LinkedIn Group Size | 64 | 83 | 188 | 126 | 144 | 159 | 159 | 159 | 158 | 157 | 157 | 157 | 157 |
| LinkedIn invites sent | 3 | 0 | 0 | 1 | 8 | 3 | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| Linkedin Posts |  | 5 | 118 | 2 | 7 | 4 | 5 | 4 | 14 | 2 | 0 | 2 | 3 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| Sept 22 | Meet the ANS-NE Section Members (Virtual) | C.Roy (Zoom) |  | J. Nuechterlein  C.Roy |
| 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 (Webcast) | Confirmed |  | S. Ingalls |
| Jan 19 | High Level Waste Storage (DOE) NWSC Executive Director | Confirmed |  | 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 (Need Coordinator) |
| 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** |
| --- | --- | --- | --- | --- |
| 8/20-01 | Update ANS-NE records in new share-point archive for 2019-2020 | J.Balayan, D.Kapitz, S.Stamm |  |  |
| 8/20-02 | Send email to master list with instructions to fill out membership application form on line to become a 2020-21 ANS-NE Member and that there will be no dues until we restart in person meetings, but donations are appreciated. | S.Stamm, J. Balayan | X |  |
| 8/20-03 | Complete required actions for membership application submitted by Mark Rivard, Brown U. on 7/5/20 . | J.Balayan | X |  |
| 8/20-04 | Prepare draft letter that can be sent to school managers in our town requesting interest in the Navigation nuclear Program. | D.Kapitz, C.Roy |  |  |
| 8/20-05 | Send out meeting invites for 9/22 meeting |  | X |  |
| 8/20-06 | Nominate replacement for Vice Chair. | D.Kapitz, et.al. |  |  |
| 8/20-07 | Submit Fed. & State Tax fillings | J.Balayan | X |  |
| 8/20-08 | Prepare draft budget for 2020-21 year | D.Kapitz; J.Balayan |  |  |
| 8/20-09 | Complete financial audit and submit results for approval | D.Kapitz, R.Martin |  |  |
| 6/20-01 | Appoint additional audit committee member by 6/30/2020. | D. Kapitz, R.Martin | X | Comm. Is D.Kapitz & R.Martin |
| 6/20-03 | Resolve overdraft check issue. Individual is to reimburse section for all costs. | J. Balayan |  | Darvin to contact |
| 6/20-04 | Download Square app. | C.Roy; D.Kaptiz |  |  |
| 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  D.Kapitz |  | J. Balayan will get to D. Kapitz |
| 5/20-04 | Obtain speaker gifts and membership buttons that Sukesh still has before next EC meeting. | D. Brandt  D.Kapitz  Sukesh |  |  |
| 4/20-02 | Appoint 2020-21 committee chairs and issue Assignment Memo. Issue table of all comm. Members to EC. | D. Kapitz |  | Nom comm: D. Kapitz, D. Brandt, |
| 2/20-02 | Coordinate LSC/ Student Sections interface.  Check with LSC to see if they have developed guidance. | D. Kapitz | X | Plan changed Student sections not to report to local sections. |
| 2/20-03 | Get setup to accept credit card payments on Square D. | D. Brandt; C. Roy, New treasurer |  | J. Balayan to manage |
| 8/19-02 | 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. Kapitz |  | 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. Kapitz, R.Kalantari and new treasurer. | D.Kapitz, New Treasurer/ J. Pappas  J. Balayan, New Treasurer. |  |  |
| 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. |
|  |  |  |  |  |

Notes: S= Suspended; X=Completed