**Agenda for ANS-NE meeting**

**4:00 pm March 27, 2018**

**Office of SGH, Waltham, MA**

1. **Roll call and Quorum Declaration**

Attendance: Bob Kalantari, Bob Capstick, Jim Pappas, Gil Brown, Nadia Glucksberg, Sam Boakye, Jerry Balayan, and Christine Roy.

QUAREM CONFIRMED

1. **Approval of last meeting minutes;**

Minutes approved with no comments.

1. **Chair Report**
   * Website update: New website developed by ANS National has been activated, check it out at http://local.ans.org/ne/
   * ANS-NE Record Management update – no update provided
   * Election Status.

Chair: Sukesh Aghara

Vice Chair – STILL NEED VOLUNTEER

Treasurer, Jim Pappas (if no other volunteers)

Secretary, Darvin Kapitz (if no other volunteers)

EC Members: ???

Action – Nadia to reach out to Steve Stamm to coordinate and support the election process.

1. **Last Meeting Attendance (additional topic suggested by Gil)**
   * Members: 30
   * Students: 18
2. **Treasurers Report** (Last meeting results; Tax Exempt Cert) ***- Pappas***

* Discussions on exceptions and how to apply for groups with less than $50K (Form ST15 or ST30)
* Jim reported that he made several attempts to reach out to MASS.GOV and Department of Revenue, with no response or support
* Suggestion made by Bob Kalantari for him to call the AG’s office for clarification
* Suggestion was made to reach out to the catering company usually employed for our meetings to see if they know the path to get an exemption, or if anyone else has suggestions, please bring to Jim’s attention.

1. **Open Action Items Status (All)**

See table below

1. **Committee Reports/ Discussion**
2. Membership/Program Committee report (Stamm)
   1. Location/Topics for April/May meetings Bob Capstick to check with Seabrook Reg Affairs – need to confirm date.
3. Outreach activities report (Kapitz)
   1. Boy Scout Merit Badge in March with UML - Consider outreach to schools/boy scouts or STEM programs.
   2. Other – YouTube video of other ideas for outreach,
4. **Activity Calendar near term required open actions and status:**

**March**

* Submit list of nominees to Secretary - ***Nominating Committee*** (Steve & Nadia)(April 1)
* State Tax Filing - Submit Massachusetts Form PC (Public Charities) Annual Report to MA Attorney General with $35.00 filing fee – ***Treasurer*** (due May 15).
* Federal Tax Filing – File Form 990\_N Online (Known as e-postcard) - ***Treasurer***

**April**

* Send election ballot to membership – Election Committee (April 15)
* Return election ballots to Election Committee - ***All voting members*** (2 weeks after ballot issuance)

1. **New Business**

No new business, however, Bob Capstick noted that when he was in DC recently, he spoke with Caroline Alexander (Deputy Washington Representative of ANS). She would be willing to present to the group about the ANS Washington DC activities on the Hill and with the administration if there is interest as she is in New England several times a year.

There was also discussion about the national nuclear waste management program and funding related problems and concerns that may be a good topic for a future meeting.

1. **Next EC meeting: April 18th at Seabrook (New Hampshire). Date pending confirmation by Seabrook.**
2. **Adjoined at 4:45**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID** | **Description** | **Responsibility** | Closed  (X) | **Comments** |
| --- | --- | --- | --- | --- |
| 2/28-01 | Coordinate interface with NECA:   1. ANS-NE and NECSA would send a single email to its respective members the summarized the other’s organization and provided guidance on how to sign up for its notifications 2. ii. Each organization would advertise the others events. ANSNE would do so using its LinkedIn page. | S.Stamm |  | Ongoing |
| 2/28-02 | Draft ANS-NE Record Management | D.Kapitz |  | No report |
| 2/28-03 | D.Kapitz to verify that check had been cashed) | D.Kapitz | X | CHECK WAS CASHED |
| 2/28-04 | Submit list of nominees to Secretary - Nominating Committee (Steve & Nadia)(To be done next week) | S.Stamm |  | Nadia to coordinate with Steve. |
| 1/18-08 | Assess ANSNE participation and develop plan for Boy Scout Merit Badge in March with UML | D.Kapitz |  | Ongoing |
| 1/18-07 | Confirm speaker availability for April meeting will be at Seabrook | D.Kapitz |  | Not yet confirmed |
| 1/18-05 | Secretary to develop ANSNE Policy on record retention. | D.Kapitz |  | Ongoing |
| 1/18-04 | Distribute from ANS slide presentation for use by local sections that highlights the advantages of ANS membership to EC members. | S.Stamm |  | Requested that ANS make presentation readable online and mobile friendly |
| 9/2017-07 | Design Team Mentor – B.Currier and S. Aghara to propose options | B.Currier S.Aghara |  |  |
| 10/2016-10 | Obtain MA Tax exempt certificate | Pappas |  | Received verification that fed certification is still valid |