**Minutes for ANS-NE meeting**

**11:00 pm April 19, 2018**

**Via Teleconference**

**Attendees:**

S. Aghara; G. Brown; S. Boakye; B. Capstick; N. Glucksberg; R. Kalantari; D. Kapitz; S.

Stamm

**Discussion Summary:**

1. **Quorum Declared after all participants joined**
2. **Minutes Approved:** Unanimous approval of March EC meeting minutes
3. **Chair Report**
	1. **Website Update: -** The website needs to be updated before our next meeting. It was suggested that the easiest way to update would be to copy the last meeting into the next meeting and modify as required. Each officer now has an assigned URL and password.
	2. **Records Retention –** Darvin Kapitz will develop a white paper presenting a proposed scope of records retention. Records are stored on a separate ANS retention site. Tracy Coyle of the ANS contact for information on this site.
	3. **Election Status**- New officers were elected with terms beginning July 1. Results of the election (approved by Executive Committee):

Sukesh Adhara - Chair

Darvin Kapitz -Vice Chair

Jim Pappas –Treasure

Christine Roy – Secretary

Directors (3 year term until June 30 2021):

Robert Capstick

Richard Martin

Joel Nuechterlein

Current officers shall to meet with new officers to perform handoff. Need to obtain documentation of roles and responsibilities. These may be on included on website for records retention.

* 1. **Tax Exempt Status –** R. Kalantaricontacted Mass DOR and has confirmed that the organization does have tax exempt certificate on file and has received a fax copy of the Tax Exempt Certificate. The current certificate is valid until July 1, 2018. DOR will send the organization renewal notice in June. The new renewal will be effective for 10 years.
1. **Treasurers Report – No Report. T**he treasurer’s report was not available for this meeting.
2. **Open Action Items Status (Attachment A)**
3. **Committee Reports/ Discussion**

**Membership/Program Committee**

* Will attempt to get J. Kennedy of Fourth Massachusetts Congressional District (Energy and Commerce Committee) as a speaker for next year.
* May 17 at EPM. NuScale SMR / Section Annual Meeting (Chris Colbert, NuScale) via Webcast.

**Outreach**

* Due to May meeting cancellation, no activities with regard to this meeting were performed.
1. **Activity Calendar Near Term Required Open Actions and Status:**

**May**

* Send list of new officers and board members to ANS national, by Secretary
* Perform financial audit. R Capstick and D Kapitz will perform the audit.

**June/Beginning UML Fall Semester)**

* Volunteers to be mentors for nuclear engineering design course. The design project may involve any nuclear plant system (e.g., cooling system).
1. **New Business -** none
2. **Next EC Meeting –** May 17 at EPM. NuScale SMR / Section Annual Meeting (Chris Colbert, NuScale) via Webcast.
3. **Adjourn**

**ATTACHMENT A**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS (Changes in RED)

| **Action ID** | **Description** | **Responsibility** | Closed(X) | **Comments** |
| --- | --- | --- | --- | --- |
| 1-18-10 | Perform financial audit. | D. Kapitz/R. Capstick |  |  |
| 1-18-09 | Send list of new officers and board members to ANS national | D. Kapitz |  |  |
| 1/18-08 | Assess ANSNE participation and develop plan for Boy Scout Merit Badge in March with UML | D.Kapitz |  |  |
| 1/18-07 | Confirm speaker availability for April meeting will be at Seabrook. Meeting did not occur due to SB work schedule. Need to ensure that website indicates the meeting was cancelled. | D.Kapitz | X | Will attempt to reschedule a similar meeting in the future. |
| 1/18-05 | Secretary to develop ANSNE Policy on record retention. Will develop a white paper addressing this. | D.Kapitz |  |  |
| 1/18-03 | S.Stamm to distribute documentation recommendations to EC. | S.Stamm |  |  |
| 1/18-02 | S.Stamm contact ANS HQ to find out more details of this storage provided for section documentation. | S.Stamm |  |  |
| 1/18-01 | Anyone interested in supporting this conference please contact S.Stamm | All EC Members |  |  |
| 9/2017-07 | Design Team Mentor – B.Currier and S. Aghara to propose options | B.Currier S.Aghara |  |  |

**Program Committee: Preliminary Meeting Schedule 2017-18**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| Sept 20 | Social/ Section Fall Meeting | NA | Owen Oleary’s, Southboro | Stamm/B.Campbell |
| Oct 18 | Life after Nuclear Plant Shutdown ( VYNP) Pilgrim) Jennifer Stromsten, Brattleboro Development Credit Corporation | Confirmed | EPM | Shaffer/ Stamm |
| Nov 21 | Advances in risk-based design (Mark Linn ORNL) Webcast(Backup-Pourgol-Mohammad, Mohammad; Darvin Kapitz) | Confirmed | EPM | Stamm |
| Jan 23 | NFPA 805 (Vicken A. Khatchadourian, P.E., Technical Manager EPM; Jason H. LeMaire, Consulting Engineer EPM) | Confirmed  | EPM | Kalantari |
| Feb 28 | Student Quiz Show | Confirmed | UML | Aghara/Stamm |
| Mar 27 | Massachusetts Energy Policy- Climate Change (Chair of Joint MA committee on Energy, Senator Mike Barrett) | Confirmed | EPM or location in Senators district | Stamm |
| April 18 | Outage Planning and Execution (Seabrook Bonnie Bryant, Director Work management) | Cancelled | Seabrook | Kapitz |
| May 17 | NuScale SMR / Section Annual Meeting (Chris Cobert, NuScale) |  Confirmed (Webcast) |  | Kalantari |