**Minutes ANS-NE EC Meeting**

**4:00 pm March 22, 2022**

**Virtual Meeting**

**Attendees:** D. Martin, C. Roy, C. Adey, B. Capstick, S. Stamm, D. Kapitz, N. Glucksberg, M. Rivard, R. Burg

**Discussion Items:**

1. **Quorum –**:Declared (Y/N) Yes
2. **Approval of last meeting minutes – (Chair/Secretary) (Y/N) Yes**
3. **Chair Report (C.Roy/Others)** 
   1. **April Meeting Location Status update of the following:** Make live meeting decision at March meeting; EPM conference room is being reduced by a third; construction in April; possibly SGH for in-person meeting; going to restaurant is expensive C. Roy offered SGH spaces for face-to-face meeting; still looking into maximum capacity; non-vaccinated not attend; will use hybrid meeting for April 19 and May 12
   2. **Charitable Use of ANS-NE Funds Discussion:**

**Status update of the following:** R. Kalantari suggests a larger dollar value rather than smaller dollar value when considering students (e.g., ANS meeting costs, scholarships); S. Stamm suggests forming a committee to more clearly identify where to spend the money, develop short list, and determine how to implement; Nadia and Capstick will follow up with UML, 3 Rivers, WPI for the leaders to recommend a student to make a presentation; committee members R. Kalantari, I. Goldman (volunteered by others), D. Kapitz N. Glucksberg and R. Capstick have attempted to discuss with S. Aghara (UML), but no response; need contact person at Three Rivers, MIT, and WPI to discuss their school programs

* + 1. Support to local STEM programs (Kids in Tech)
    2. Financial incentive to university student to present at ANS-NE meeting
    3. One time larger donations or sustained donations we can support in long term
    4. $2,500 Scholarship/year to any Nuclear Engineering student from local university
    5. Sponsor one Nuclear Engineering student from a local university to attend an ANS annual meeting or student conference
    6. High school scholarship
    7. ANS-NE T-shirts or certificates for students that attend at least 2 ANS-NE meetings by April of program year
    8. Virtual speaker gifts commensurate with virtual presentation value – save larger gifts for in person presentations

1. **Treasurers Report (**C. Adey) Draft Budget 2021-2022 submitted to EC via e-mail for review/approve; Received ANS Membership Funds for March - $612.25
2. **Secretary’s Report** (D.Martin) Annual report submittal almost there (again); working through State signature requirements
3. **Committee Reports/ Discussion**
   1. Membership/Program Committee reports (C. Roy) (Attachment A) Charge for in-person attendees, no charge for virtual attendees; C. Roy will investigate cost based on previous meetings; need to change registration form to indicate in-person or virtual.
      1. Need to appoint a Membership Chair
   2. Program Committee (N.Glucksberg) (Attachment A)
   3. Outreach activities report (D.Kapitz/C. Roy)
4. **Open Action Items Status (Attachment B)– (All)**
5. **Activity Calendar near term required open actions and status:**

**March**

Submit list of nominees to Secretary - ***Nominating Committee*** (March 1) Nominating Comm: C. Roy, D. Kapitz, Darvin looking into nominees

* Prepare list of authorized section voters (members that paid dues in full) – Steve S. generated list

**April**

- Send election ballot to membership – Election Committee (April 1)

- Return election ballots to Election Committee - All voting members (2 weeks after ballot issuance)

- 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)

1. **Next EC meeting: April 19, 2022, 4** pm by Conference call
2. **AdjournATTACHMENT A**

Executive Meeting Report Membership & Program Report

**Membership Committee:**

Stats:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **10/23/14** | **1/20/16** | **10/18/18** | **12/9/19** | **9/14/20** | **1/19/21** | **3/13/21** | **9/14/21** | **10/16/21** | **11/05/21** | **12/13/21-1/05/21** | **1/26/2022** | **3/18/22** |
| Website Hits | 6117 | 7770 | 11217 | 58576 | 80045 | 86163 | 91384 | 96605 | 97038 | 97463 | 100093 | 100099 | 102326 |
| Email List Size | 595 | 704 | 748 | 840 | 909 | 902 | 902 | 941 | ~920 | 889 | 889 | 889 | 891 |
| Section Members |  | 218 | 20 | ? | 47 | NA | 44 | NA | NA | NA | NA | NA | 44 |
| LinkedIn Group Size | 64 | 188 | 144 | 159 | 157 | 160 | 160 | 161 | 163 | 167 | 167 | 169 | 169 |
| LinkedIn invites sent | 3 | 0 | 8 | 3 | 0 | 0 | 0 | 0 | 5 | 5 | 0 | 0 | 0 |
| LinkedIn Posts |  | 118 | 7 | 4 | 3 | 5 | 3 | 1 | 2 | 2 | 1 | 3 | 2 |

**Program Committee: PROPOSED Preliminary Meeting Schedule 2021/2022**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Jan 26 | “Seismic Structural Analysis and Design of Nuclear Facilities”  Michael Mudlock/ Christine Roy Simpson Gumpertz & Heger, | Confirmed  Christine Roy | Virtual | C.Roy |
| Mar 22 | “Oklo Micro-Reactor” – Dr. Jacob DeWitt CEO and Co-founder – originally scheduled for the February meeting but was postponed | Confirmed  N. Glucksberg | Virtual | N.Glucksberg |
| April 19 | “Commonwealth Fusion” - Alex Creely, Head of Tokamak Operations | Confirmed by Bob Kalantari | Virtual | N.Glucksberg |
| May 12 | “The American Nuclear Society, Nuclear Policy, and Other Stuff" - ANS President Steve Nesbit | Confirmed by Bob Capstick | TBD | R.Capstick |
| Sept | “Energy Committee Viewpoints” – Massachusetts State Senate Energy Committee Chair Michael Barrett |  | TBD | N Glucksberg |
| Oct |  |  |  |  |
| Nov |  |  |  |  |

**Proposed Fall 2022 Meeting Topics/Speakers and ANSNE Coordinators:**

* “MIT/UML/WPI/Three Rivers - Student Presentations on their College Nuclear Programs and Areas of Interest”- Nadia Glucksberg reached out to the U Mass Lowell program chair Sukesh Aghara to assess potential interest
* “New England Energy Outlook” - ISO New England Speaker–– Bob Capstick to contact and coordinate

**Potential 2023 Meeting Topics/Speakers and ANSNE Coordinators**

* Sam Brinton - Deputy Assistant Secretary of Spent Fuel and Waste Disposition in the Office of Nuclear Energy for the Department of Energy - Nadia Glucksberg reach out to Sam and there is interest for a winter meeting
* “Natrium Reactor” – Terra Power Speaker - Ira Goldman to contact and coordinate
* “Results of Study on Radon Induced Lung Cancer”– Darvin Kapitz to contact a speaker to determine interest
* Deep Isolation Project for Nuclear Waste – Bob Capstick to contact and coordinate

**ATTACHMENT B**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID**  **(Mtg date**  **(M/Y)- #)** | **Description** | **Responsibility** | **Closed**  **(X)** | **Comments** |
| --- | --- | --- | --- | --- |
| 2/22-01 | Identify and implement charitable donations | R. Kalantari  I. Goldman  D. Kapitz |  | In-progress |
| 1/26-01 | Update programs list on ANS-NE web site, 1st page | N. Glucksberg |  | In progress |
| 10/16-01 | Submit 2020-21 Preliminary audit results for EC approval. | C. Adey |  | In progress – drafted, but needs details on Fidelity account |
| 10/16-03A | Update bylaw to reflect appointment of Asst Secretary including action to function as MA Agent. Appointed by chair and confirmed by EC. | D. Martin/ D. Kapitz |  | D. Martin will submit bylaws revision to EC for approval as soon as he and D. Kapitz agree on the changes |
| 10/16-03B | File State Annual Report for Non-Profit Corporations with MA Secretary of State | D. Martin |  | In progress |
| 8/21-02 | Prepare 2021-22 Budget Estimate. Get needed fiscal input from ANS HQ | C. Adey/ D. Kapitz |  | IN-progress - Draft sent to EC via e-mail for review/approval |
| 5/21-02A | Update Amazon Smile Program Manager from Jim Pappas to C. Adey/ D. Kapitz | C. Adey |  | In progress - C. Adey will be account representative; use ANS-NE e-mail address; reaching solution with Amazon |
| 5/21-03 | Fidelity account access (D. Kapitz/J. Balayan/ C. Adey) | D. Kapitz; C. Adey |  | In progress - EC agreed that J. Pappas will close account and move the funds to the ANS-NE checking account |
| 5/21-04 | Square credit card reader capability (D. Kapitz, N. Glucksberg, C. Roy, C. Adey, R. Martin, J. Pappas)  Verify that Square Account manager has been changed. | D. Kapitz |  | In progress -  Chuck to verify who is Manager of the account N. Glucksberg will use her Square at the meeting; should have a backup |
| 5/21-05 | Add holders and numbers of speaker gifts and Pins to attachment C. Send to 3 past speakers. | D. Kapitz |  | Split speaker gifts - Bring to April meeting at SGH |
| 5/21-06 | - Federal Tax Filing – File Form 990\_N Online (Known as e-postcard) – Treasurer (due May 15). | C. Adey/D. Kapitz |  | **Add to Archive** Looking for e-postcard form |
| 5/21-07 | - State Tax Filing – Submit Massachusetts Form PC (Public Charities) Annual Report to MA Attorney General with $35.00 filing fee – Treasurer (due May 15) | C. Adey/D. Kapitz |  | **Add to Archive** Filing completed today, will be mailed tomorrow |
| 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 |  | In progress. Plan to send in the fall. |
| 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 |  | Darvin has reopened talks with Westborough |
| 04/19-10 | Contact scout troop leaders | D. Kapitz | S | On hold due to COVID |
| 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

**ATTACHMENT C**

ANS-NE Committees & Responsibilities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COMMITTEE NAME**  **Bylaw References** | **# MEMBERS** | **APPONTMENT DATE** | **FUNCTION** | **ASIGNEE/ COMMENTS** |
| **Standing Committees** |  |  |  |  |
| Membership R13.1 | 2+ | < June 30 | Maintain and grow the membership list  Maintain & grow the LinkedIn group | [Need Committee Chair] |
| Program R13.1 | 2+ | < June 30 | Plan and execute section meetings and speakers | N. Glucksberg / B. Capstick |
| 2021 Audit Comm. R13.1/ R13.2 | Treas.+ 2+ | < June 30 | Review the finances for the past program year and identify any discrepancies for resolution | C. Adey / S.Ingalls |
| **Special Committees** |  |  |  |  |
| Nominating R12.2/R13.2 | 3+ | < Dec 25 | Propose slate of nominees and prepare ballots. | D. Kapitz / C. Roy |
| Election Inspection R12.5/ R13.2 | 2+ | < Feb. 28 | Send out ballots, tally results and recommend winners to chair. | J. Balayan / D. Kapitz |
| **Other Committees** |  |  |  |  |
| Outreach 13.2.d. | 1+ | < June 30 | Implement all outreach programs | D. Kapitz |
| High School Programs 13.2.d | 2+ | < June 30 | Implement H.S. outreach program | D. Kapitz / C. Roy |
| Webmaster 13.2.d | 2+ | < June 30 | Maintains the webpage and archive file structure. Oversee required inputs. | C. Roy |
| Scholarship/Student Awards 13.2.d | 3+ | < June 30 | Evaluate student scholarship or other funding requests. | J. Balayan |
| **Special Responsibilities** |  |  |  |  |
| Checking Account Access | 2+ | July 1to June 30 | Write/deposit checks Current Program Year | D. Kapitz / Chuck Adey |
| Fidelity account access | 2+ | July 1to June 30 | Money transfers and investment selection checks Current Program Year | D. Kapitz / C. Adey |
| Speaker Gift Holders | 1 | 11/5/2021+ | Crystal awards (31);  Section Pins (xx) | D.Kapitz |
| Section Banner Holders | 1 | 7/1/21+ |  | R. Kalantari |