**ANS-NE EC Meeting**

**4:00 pm April 27, 2023**

**Meeting Minutes**

**Virtual Meeting**

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Attendees: D. Martin, N. Glucksberg, B. Graber, B. McNeely, R. Burg, E. Danaher, B. Kalantari, M. Rivard, C. Adey, R. Capstick

**Discussion Items:**

1. **Quorum Declared** (Y/N) Y
2. **Approval of last meeting minutes** (Chair/Secretary)(Y/N) **Y**
3. **Chair Report** (C. Roy/Others)
   1. Based on list on Certificate of Change of Directors, D.Kapitz EC term expires this year.
   2. Would committee members in Attachment C like to remain after June 30th?
4. **Treasurers Report (**C. Adey) –
   1. ANS NE Bank Account: $18,216.77
   2. Dinner costs for 3/22/23 meeting: $338.89
   3. Receipts for 3/22/23 meeting: $230.00
   4. Proceeds for 3/22/23 meeting: $108.89
5. **Secretary’s Report** (D. Martin) – Attended LSC meeting today, only 13 attendees; By-Laws and Rules Committee approved changes submitted by the LSC and sent recommendation to the ANS Board of Directors for approval; Board will vote during the annual meeting; LSC expects the approved By-Laws and Rules to be available early July; Local sections should then review their By-Laws for revision.
6. **Committee Reports/ Discussion**
   1. Membership/Program Committee reports (C. Roy) (Attachment A)
   2. Program Committee (N. Glucksberg) (Attachment A)
   3. Outreach activities report (D. Kapitz/C. Roy) – See Attachment B. No report
   4. Bob Kalantari suggested looking into closer coordination and meeting information transfer with student sections, e.g., MIT’s. – Update? Spot light in April 2023 Nuclear News, Miguel Alessandro Lopez
7. **Open Action Items Status** (All) – See Attachment B
8. **Activity Calendar near term required actions**

**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)

**May**

* Submit Report of election results to Executive Committee – ***Election Committee***
* Prepare initial program schedule for upcoming program year – ***Program Committee***
* Appoint representative to attend ANS Annual Local Section Committee meeting during ANS National meeting – ***Chair*** (May 31)
* Update active paid membership list and send copy to ANS Headquarters (should not identify officers) – ***Secretary***
* Section Annual Meeting – Announce election results and discuss plan for next year – ***Chair***

**June**

* Appoint Audit Committee (minimum of two members) to review Treasurer's books - ***Chair*** D. Kapitz, B. McNeely
* Turn over records to incoming Officers & Committee Chairs, and send summary report to Secretary for Section's history file - ***Outgoing Officers & Committee Chairs***
* Attend ANS National (Annual) meeting & Local Sections Committee meeting - Section Representative
* Information System Updates – June 30 - ***Membership Chair***
  + Update the email distribution for [ne@local.ans.org](mailto:ne@local.ans.org) to include new officers and Local Sections Committee liaison.
  + Obtain administration rights for the ANS-NE public website for new section officers
  + Obtain administration rights for the ANS-NE SharePoint archive
  + Provide Manager rights for the ANS-NE LinkedIn Group Webpage
* Nominate committee members and Chairs – ***Chair/ EC Members***
* Approve committee members and Chairs – ***Executive Committee***
* Begin plans for next program year - ***All standing committees***
* Draft budget for next program year - ***Treasurer/ Chair Elect***
* Approve budget - ***Executive Committee***
* Optional - Prepare one-year and five-year plans - ***Executive Committee/Section Development Committee***
* Secretaries report to the Commonwealth of Massachusetts: ***Secretary***
* Update ANS-NE mail list and distribution to the new LSC Liaison assigned to the ANS-NE Section, if needed. ***Membership Chair***
* Decision to either submit full Annual Report or on-line short form report – ***(Executive Committee) (June 15)***

1. **Next EC meeting: May 23, 2023,** at 4pm at SGH and through Zoom
2. **AdjournATTACHMENT A**

Executive Meeting Report Membership & Program Report

**Membership Committee:**

Stats:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **12/13/21-1/05/22** | **1/26/2022** | **3/18/22** | **4/18/22** | **5/10/22** | **6/7/22** | **7/28/22** | **9/20/22** | **10/26/22** | **11/11/22** | **1/15/23** | **2/15/23** | **3/19/23** | **4/27/23** |
| Website Hits | 100093 | 100099 | 102326 | 103631 | 104233 | 105285 | 106517 | 107642 | 108170 | 108520 | 109405 | 109815 | 110,428 | 110,984 |
| Email List Size | 889 | 889 | 891 | 891 | 891 | 886 | 891 | 894 |  | 894 |  |  | 931 | 932 |
| Section Members | NA | NA | 44 | 44 | 44 | 44 |  |  |  | 126 |  |  |  |  |
| LinkedIn Group Size | 167 | 169 | 169 | 167 | 167 | 167 | 168 | 182 | 185 | 185 | 185 | 185 | 185 | 186 |
| LinkedIn invites sent | 0 | 0 | 0 | 0 | 0 | 0 | 0 | ~20 |  |  |  |  | 73 | 73 |
| LinkedIn Posts | 1 | 3 | 2 | 2 | 2 | 2 | 2 | 1 | 1 | 2 |  |  | 3 | 0 |

**ANS NE Section Program Committee 2023 Meeting Schedule – April 2023 Draft**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| Sept 20 2022 | “Energy Committee Viewpoints” – Massachusetts State Senate Energy Committee Chair Michael Barrett | Confirmed by  N Glucksberg | SGH & Virtual | N Glucksberg |
| Oct 12  2022 | Sam Brinton – Deputy Assistant Secretary of Spent Fuel and Waste Disposition in the Office of Nuclear Energy for the Department of Energy – Virtual presentation | Date confirmed by  N Glucksberg | SGH & Virtual | N Glucksberg – to include MIT Student Section |
| Nov 10 2022 | Student Presentations on their College Nuclear Programs and Areas of Interest. Meeting notice release planned for October 14th. | Student speakers confirmed for RI, WPI, MIT & UML | SGH & Virtual | N Glucksberg and B Capstick |
| Jan 18 2023 | Future Nuclear Fuel Supply and Reprocessing – EPM Speaker | confirmed by B Kalantari | EPM – and Virtual | B Kalantari |
| Feb 22 2023 | Technical Presentation – Transportation of Nuclear Fuel Rods – SGH Speaker - Ricardo Medina | Speaker & date confirmed by C Roy | SGH Office  In Person Speaker | C Roy |
| March 1 2023 | **Panel on the “Role for Nuclear Energy in Addressing Climate Change: Newton Democratic City Committee Climate Committee Request to NE Section** | **Panel** selected & date confirmed by B. Kalantari | Remote | B Kalantari |
| Mar 22 2023 | MIT Study “Sources of Cost Overrun in Nuclear Power Plant Construction Call for a New Approach to Engineering Design” Speaker - Jessica Trancik | Speaker & date confirmed by D Kapitz | SGH  Virtual Speaker | D. Kapitz |
| April 27 2023 | Connecticut State and New England/New York Support in Response to a Nuclear Detonation in a Simulated Scenario – Speaker Jeff Semancik (CT DEEP Radiation Division Director) | Speaker and date confirmed  by B Graber | Virtual Meeting | B. Graber |
| May 23 2023 | Natrium Reactor – Terra Power Speaker: Eric Williams, VP of Engineering | Speaker & date confirmed by  I Goldman | SGH  Virtual  Speaker | I. Goldman |
| June -August | Break |  |  |  |
| Sep 2023 | Potential Topic #1 to be confirmed, prospective speaker identified, continuing coordination |  |  | C Adey to confirm |
| Oct 2023 | Proposed - Tour of Commonwealth Fusion Devens Facility to be confirmed | B Kalantari to contact/schedule | In person | B Kalantari |
| Week of Nov 11th 2023 | Proposed - Student Presentations on their College Nuclear Programs and Areas of Interest. | Student speakers confirmed for RI, WPI, MIT & UML | SGH – In person speakers | N Glucksberg and B Capstick |
| Dec 2023 | Potential Topic #1 to be confirmed, likely not hold a December meeting |  |  | C. Adey to confirm |

**Potential additional 2023/2024 Meeting Topic/Speaker and ANS NE Coordinators**

1. **Holtec-Hyundai Small Modular Reactor (SMR-160) Development Project - C Adey – proposed for September or December meeting**
2. **Presentation on Low Dose Radiation** **by HPS President John Cardarelli** (Current HPS National President) – hold as a joint meeting with the local HPS section – **Nadia Glucksberg**
3. **New England Winter Energy Supply Outlook -** ISO New England Speaker–– **Bob Capstick**
4. **Dr. Katy Huff** (Assistant Secretary of Energy - Office of Nuclear Energy) – **Christine Roy**
5. **Results of Study on Radon Induced Lung Cancer** – **Darvin Kapitz**
6. **PFAS: What are they and how are they impacting D&D – Nadia Glucksberg**
7. **DEEP Isolation Project for Nuclear Waste** – **Bob Capstick**
8. **Transatomic Power** - Leslie Dewan Co-founder – **Christine Roy**

**ATTACHMENT B**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID**  **(Mtg date**  **(M/Y)- #)** | **Description** | **Responsibility** | **Closed**  **(X)** | **Comments** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| 4/23-04 | State Tax – File Form PC Annual Report to MA AG, $35 fee – Due May 15 | C. Adey |  | Completed, yet to submit |
| 4/23-03 | Federal Tax – File Form 990 on-line – Due May 15 | C. Adey |  | Completed, yet to submit |
| 4/23-03 | Transmit election result to Chair **no later than 1 wk before Section Annual meeting** | C. Roy / D. Martin |  | May not need since no officers or EC member terms expire |
| 4/23-02 | Return election ballots to Election Committee **within 2 weeks after ballot issuance** | All voting members |  | May not need since no officers or EC member terms expire |
| 4/23-01 | Send election ballot to membership **no later than 3 wks before Section Annual meeting** | C. Roy / D. Martin |  | May not need since no officers or EC member terms expire |
| 3/23-01 | Submit list of nominees to Secretary **no later than 4 wks before Section Annual meeting** | C. Roy, D. Martin |  | Each nominee requires at least 10 member endorsements - May not need since no officers or EC member terms expire |
| 1/23-05 | Update Section membership list and forward to National | E. Danaher, D. Martin |  | In progress Check National Bi-Laws |
| 1/23-04 | Revise by-laws based on new National By-laws and Rules | D. Martin |  | After National ANS Board meeting |
| 1/23-03 | Update membership list and send copy to ANS Headquarters (full mailing list with members identified; should not identify officers | E. Danaher, D. Martin |  | In progress Check National Bi-Laws |
| 1/23-02 | Obtain NE regional Directory from ANS Headquarters and assess for new ANS-NE members | E. Danaher |  | In progress ANS e-mail to Chuck – fwd to E. Danaher |
| 10/22/01 | Update student section officers and faculty advisors on ANS-NE mailing list | E. Danaher |  |  |
| 9/22-02 | Begin membership drive | E. Danaher |  |  |
| 8/22-01 | Prepare and Submit Section Annual Financial Statement for Board review | C. Adey |  | In progress |
| 1/22-01 | Update programs list on ANS-NE web site, 1st page for 2022-23 presentations | N. Glucksberg  B. McNeely |  | In-progress. |
| 5/20-02 | Contact area schools to provide nuclear information by webcast or in person.  We have presentations available for use. Also, we have people that will give the presentations. Time needed about 1:15. | ALL |  | In progress – D. Kapitz has reopened talks with Westborough; C. Adey sent out 3 letters No responses to date  C. Adey to send 3 letters (Carver, Plymouth and Silver Lake) will follow up. |
| 04/19-10 | Contact scout troop leaders | ALL |  | C.Roy used navigating nuclear resources for a scout course that may be used again |
|  |  |  |  |  |

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 | E. Danaher |
| 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 |
| **Special Committees** |  |  |  |  |
| Nominating R12.2/R13.2 | 3+ | < Dec 25 | Propose slate of nominees and prepare ballots. | C. Roy, D. Martin |
| Election Inspection R12.5/ R13.2 | 2+ | < Feb. 28 | Send out ballots, tally results and recommend winners to chair. | C. Roy, D. Martin |
| **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 |
| Speaker Gift Holders | 1 | 11/5/2021+ | Crystal awards (31);  Section Pins (xx) | D. Kapitz, B. Kalantari, C. Roy |
| Section Banner Holders | 1 | 7/1/21+ |  | R. Kalantari |