**ANS-NE EC Meeting**

**4:00 pm July 19, 2023**

**Meeting Minutes**

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Attendees: D. Martin, C. Roy, B. Graber, B. McNeely, N. Glucksberg, E. Danaher, R. Burg, J. Balayan, B. Capstick, D. Kapitz, C. Pimentel

**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. Chris Pimentel added a member of the EC
   2. Audit report to MA is due August 1, 2023. A Zoom meeting to finalize the report is set for Thursday, 7/27/2023 at noon.
4. **Treasurers Report (**C. Adey) –No dinner meeting in June; VENMO released $180 in payments that were accepted in June
   1. ANS NE Bank Account: $ 18,194.95
   2. Dinner costs N/A: $ N/A
   3. Receipts N/A: $ 180.00 (Venmo)
   4. Proceeds N/A: $ N/A
5. **Secretary’s Report** (D. Martin) –
   1. ANS Bylaws revisions not yet published.
   2. Delayed publishing is affecting determination of Section membership.
6. **Committee Reports/ Discussion**
   1. Membership/Program Committee reports (C. Roy) (Attachment A)
      1. Revise number of website hits from total accumulative number to +/- change from the previous month total (added row showing change in number of hits)
      2. C. Pimentel suggested contacting the following for new members to ANS-NE:
         1. ASHRAE – American Society of Heating, Refrigerating, and Air Conditioning Engineers
         2. USGBC – U.S. Green Building Council
         3. NAESCO – National Association of Energy Service Companies
         4. NESEA - Northeast Sustainable Energy Association
   2. Program Committee (N. Glucksberg/B. Capstick) (Attachment A)
      1. Commonwealth Fusion Devens Facility – They need 30 days advance notice. Discussion included issuing a flyer on this tour earlier than usual asking for level of interest in participating to be able to give Commonwealth not only a notice of intent to tour but also a ball park head count.
      2. Discussion on looking at ANS meeting topics/presenters for possible ANS-NE presentations. [https://www.ans.org/meetings/am2023/tracks/](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.ans.org_meetings_am2023_tracks_&d=DwQFAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpgnVfiiMM&r=_xPhL_DwnFWfGILiYU-T6FPGibED3d4AudT02wklOTo&m=h6c-BjAfECVJRb8imDhjerPsF_xAshFl_5INGRzCOcMGxMY8zBRadFMk5wdvUDh-&s=eTjweajumBUDRzbQ0iI4wJKeZmDomDOgt3XL3n0nGls&e=)
   3. Outreach activities report (D. Kapitz/C. Roy) – See Attachment B
      1. D. Kapitz e-mailed his School Presentation draft slides to the EC for comment.
      2. Suggested approaching middle schools.
   4. B. McNeely to contact other Student sections and verify that ANS-NE meeting invitations are being distributed to their respective members.
      1. Difficulty in getting response to e-mails; continuing t send e-mails.
      2. Still trying to get contact information for each section.
      3. UMASS Lowell, RPI, MIT, and 3 Rivers are on ANS website.
      4. WPI, RIT, and URI are not on the ANS website.
7. **Open Action Items Status** (All) – See Attachment B
   1. Need to update meeting registration process to include a receipt e-mail or calendar addition, etc. – No changes to date
8. **Activity Calendar near term required actions**

**August**

* File Certificate of Change of Directors with secretary of state ***– Secretary***
* Submit audit results to Executive Committee for approval - ***Financial Committee***
* Prepare Annual Report, including financial report, and send to ANS Headquarters (either provide full report by August 1 or short form on-line report by August 31) – ***Outgoing Chair with inputs from Program Chair, Membership Chair and Treasurer***
* Determine key student university schedule and ANS national schedule to prevent conflicts with section program – ***Program Committee***
* Finalize Program through January 31- ***Program Committee*** Confirm program schedule for upcoming year and reserve meeting room(s) for Sept/Oct. - ***Program Committee***

**September**

* Start fiscal year;/budget year . We file our taxes on calendar year - ***Treasurer***
* Hold first program meeting - ***Program Committee***
* Check status of ANS HQ dues payments to local section. - ***Treasurer***
* Section Participants to pay dues for new program year - ***Treasurer***
* Begin membership drive - Membership Committee
* Update student section officers and faculty advisors on ANS-NE mailing list- ***Membership Committee/ Secretary***

**October**

* Update student section officers and faculty advisors on ANS-NE mailing list- ***Membership Committee/ Secretary***
* Update five-year plan – Optional, ***Chair***
* 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)

1. **Next EC meeting**: August 16, 2023at 4pm Remote
2. **AdjournATTACHMENT A**

Executive Meeting Report Membership & Program Report

**Membership Committee:**

Stats:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **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** | **4/25/23** | **5/23/23** | **6/27/23** | **7/19/23** |
| Website Hits | 103631 | 104233 | 105285 | 106517 | 107642 | 108170 | 108520 | 109405 | 109815 | 110,428 | 110,961 | 111,934 | 111,669 | 111870 |
| Website Hits +/- ∆ |  | 602 | 1052 | 1232 | 1125 | 528 | 878 | 885 | 410 | 613 | 533 | 973 | -265 | 201 |
| Email List Size | 891 | 891 | 886 | 891 | 894 |  | 894 |  |  | 931 | 932 | 933 | 933 | 933 |
| Section Members | 44 | 44 | 44 |  |  |  | 126 |  |  |  |  |  | 129 | 130 |
| LinkedIn Group Size | 167 | 167 | 167 | 168 | 182 | 185 | 185 | 185 | 185 | 185 | 186 | 187 | 189 | 191 |
| LinkedIn invites sent | 0 | 0 | 0 | 0 | ~20 |  |  |  |  | 73 | 73 | 73 | 73 |  |
| LinkedIn Posts | 2 | 2 | 2 | 2 | 1 | 1 | 2 |  |  | 3 | 0 | 2 | 0 | 0 |

**ANS NE Section Program Committee 2023/2024 Meeting Schedule – July 2023 Status Update**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| 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 | TerraPower's NatriumTM Demonstration Project and Safety Analysis - TerraPower Speaker: Dr. Jun Wang - Senior Engineer | Speaker & date confirmed by  I Goldman | SGH  Virtual  Speaker | I. Goldman |
| June -August | Break |  |  |  |
| Sep 20 2023 | Holtec-Hyundai Small Modular Reactor (SMR-160) Development Project | C Adey confirmed - virtual | SGH | C Adey |
| Oct 2023 | Tour of Commonwealth Fusion Devens Facility – date to be confirmed | B Kalantari to schedule in September | In person | B Kalantari |
| Week of Nov 11th 2023 | **Proposed** - Student Presentations on their College Nuclear Programs and Areas of Interest. | Student speakers to be confirmed for URI, WPI, MIT & UML | SGH – In person speakers | N Glucksberg and B Capstick |
| Dec 2023 | Break |  |  |  |
| Jan 2024 |  |  |  |  |

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

* Results of Study on Radon Induced Lung Cancer – Darvin Kapitz
* PFAS: What are they and how are they impacting D&D – Nadia Glucksberg
* Joint Meeting with the Local Health Physics Society – Brandon Graber
* Dr. Katy Huff (Assistant Secretary of Energy - Office of Nuclear Energy) – Christine Roy
* Transatomic Power - Leslie Dewan Co-founder – Christine Roy
* National Academies of Science Report on the Merits and Viability of Different Nuclear Fuel Cycles and Technology Options and the Waste Aspects of Advanced Nuclear Reactors*”* – the ANS perspective on the Report - Bob Capstick
* Presentation on Advanced Reactor Technologies, Marc Nichol, Director, New Reactor Deployment, Nuclear Energy Institute – Bob Capstick
* ANS June Annual Meeting presentations: e.g. “Recent Advancements in Artificial Intelligence in Nuclear Space”; “Connecting the Workforce to Nuclear” – also Grace Stanke was a speaker

**ATTACHMENT B**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID**  **(Mtg date**  **(M/Y)- #)** | **Description** | **Responsibility** | **Closed**  **(X)** | **Comments** |
| --- | --- | --- | --- | --- |
| 7/23-07 | Submit Change of Directors List to MA |  | X | Submitted 7/24/2023 |
| 7/23-06 | Update student section officers and faculty advisors on ANS-NE mailing list | E. Danaher |  | Coordinate with B. McNeely |
| 7/23-05 | Begin membership drive | E. Danaher |  |  |
| 7/23-03 | Check status of ANS HQ dues payments to ANS-NE | C. Adey |  | Payment expected in September |
| 7/23-01 | Start fiscal/budget year | C. Adey |  |  |
| 6/23-08 | Submit Annual Report, send to ANS Headquarters by Aug 1st | EC |  | In progress, due 8/1/23 |
| 6/23-06 | Secretary’s report to Commonwealth of Massachusetts | D. Martin |  | due November 1 |
| 6/23-05 | Approve budget for upcoming year | EC |  | Incorporating comments |
| 6/23-04 | Audit committee review treasurer’s books | I. Goldman, B. Graber |  | Draft report sent to Brandon; need to compile all records for Ira/Brandon audit |
| 6/23-03 | Prepare and submit Section Annual Financial Statement for EC review | C. Adey |  | In progress |
| 5/23-04 | Update active paid membership list and send copy to ANS Headquarters (should not identify officers) | D. Martin |  | In progress; final pending bylaws changes |
| 4/23-04 | State Tax – File Form PC Annual Report to MA AG, $35 fee – Due May 15 | C. Adey |  | In progress; difficulty in on-line access |
| 4/23-03 | Federal Tax – File Form 990 on-line – Due May 15 | C. Adey |  | In progress; difficulty in on-line access |
| 1/23-05 | Update Section membership list and forward to National | E. Danaher, D. Martin |  | In progress Check National Bi-Laws, see 5/23-04 |
| 1/23-04 | Revise by-laws based on new National By-laws and Rules | D. Martin |  | After National bylaws changes published |
| 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; see 5/23-04 |
| 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 |
| 5/20-02 | Outreach: 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 | Outreach: 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 1 to 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 |