**ANS-NE EC Meeting**

**4:00 pm July 17, 2024**

**Meeting Notes**

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Attendees:

1. Yes [x]  No [ ]  D. Martin 6. Yes [x]  No [ ]  R. Burg 11. Yes [ ]  No [x]  B. McNeely
2. Yes [x]  No [ ]  N. Glucksberg 7. Yes [x]  No [ ]  B. Graber 12. Yes [ ]  No [x]  B. Campbell
3. Yes [x]  No [ ]  C. Adey 8. Yes [ ]  No [x]  C. Roy 13. Yes [ ]  No [x]  C. Pimentel
4. Yes [x]  No [ ]  M. Rivard 9. Yes [ ]  No [x]  I. Goldman 14. Yes [x]  No [ ]  C. Roy
5. Yes [ ]  No [x]  E. Danaher 10 Yes [x]  No [ ]  B. Capstick 15. Yes [x]  No [ ]  D. Kapitz
6. Yes [x]  No [ ]  R. Kalantari 11. Yes [x]  No [ ]  O. Paradis 16. Yes [ ]  No [x]  J. Balayan

 16. Yes [x]  No [ ]  T. hickey

**Discussion Items:**

1. **Quorum Declared** (Y/N) - Yes
2. **Approval of last meeting minutes** (Chair/Secretary)(Y/N) – Yes
3. **Chair Report** (N. Glucksberg/Others) **–**
	1. New Officers effective July 1, 2024
		1. Chair: Nadia Glucksberg
		2. Vice Chair: Richard Martin
		3. Secretary: Olivia Paradis
		4. Treasurer: Jerry Balayan
	2. September meeting joint with AEE - $5000 sponsorship so far. Hope to host at Raytheon with AEE. Will know by mid-July – Update?9/10/24, 500 Totten Pond Road, dinner meeting, looking at setting up van transportation for school students to attend, Two Women in Nuclear groups in Ledyard/Millstone area
4. **Treasurers Report (**J. Balayan)
	1. ANS NE Bank Account: $15458.95
	2. Dinner costs: $8.28 (name tags for April dinner meeting)
	3. State filing fee: $35 (MA AG report)
	4. Receipts: $90 (VenMo)
	5. ANS HQ Disbursements: $0.00
	6. Proceeds: $0.00
5. **Secretary’s Report** (D. Martin/O. Paradis)
	1. Turnover of Secretary responsibilities in-progress
	2. Bylaws and Rules amendment resubmitted to EC for approval 7/9/24. This version includes several additional changes and several explanatory comments. Responses are requested no later than July 31, 2024.
6. **Committee Reports/ Discussion**
	1. Membership/Program Committee reports (C. Roy) (Attachment A)
		1. Website maintenance
	2. Program Committee (N. Glucksberg/B. Capstick) (Attachment A)
	3. Outreach activities report (D. Kapitz/C. Roy) – See Attachment B
		1. C. Roy plans to do a laboratory tour, presentation and workshop at SGH with a homeschool co-op in August.
	4. Outreach to other student sections (B. McNeely – See Attachment B)
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.
	2. Web site maintenance / updates
8. **Looking ahead to Activity Calendar required actions**

**August**

* File Certificate of Change of Directors with secretary of state ($10.00 fee) ***– Secretary***
* Submit audit results to Executive Committee for approval - ***Financial Committee***
* 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 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 14, at 4:00 pm** - remote
2. **Adjourn**
* **ATTACHMENT A**

Executive Meeting Report Membership & Program Report

**Membership Committee:**

Stats:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **5/23/23** | **6/27/23** | **7/19/23** | **8/16/23** | **9/20/23** | **10/18/23** | **11/7/23** | **1/24/24** | **2/29/24** | **3/27/24** | **5/21/24** | **6/26/24** | **7/17/24** |
| **Website Hits** | **111,934** | **111,669** | **111870** | **112156** | **112749** | **113,435** | **114,178** | **116212** | **116,948** | **117583** | **118,644** | **119406** |  |
| **Website Hits +/- ∆** | **973** | **0** | **201** | **286** | **593** | **686** | **743** | **2034** | **736** | **635** | **1,106** | **1,823** |  |
| **Email List Size** | **933** | **933** | **933** | **933** | **933** | **933** | **935** | **936** | **936** | **962** | **954** | **963** |  |
| **Section Members** |  | **129** | **130** | **122** | **122** | **122** | **123** | **144** | **143** | **128/150** | **128/150** | **144** |  |
| **LinkedIn Group Size** | **187** | **189** | **191** | **191** | **191** | **192** | **193** | **195** | **196** | **197** | **198** | **198** |  |
| **LinkedIn invites sent** | **73** | **73** |  | **0** | **0** | **0** | **1** | **1** | **0** | **0** | **0** | **0** |  |
| **LinkedIn Posts** | **2** | **0** | **0** | **0** | **0** | **0** | **2** | **0** | **2** | **1** | **3** | **1** |  |

**ANS NE Section Program Committee 2024 Meeting Schedule**

**July 2024 Status Update**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary Dates** | **TOPIC / SPEAKER** | **SPEAKER STATUS** | **LOCATION** | **ANSNE COORD.** |
| Jan 24, 2024 | Presentation on the Status of Advanced Reactor Technologies by Ben Holtzman, Nuclear Energy Institute Director for New Nuclear – Topic: Future of New Nuclear | Confirmed | SGH and ZOOM Option | B Capstick |
| Feb 29, 2024 | Tour of SGH Applied Science and Research Laboratory by the SGH Laboratory Manager and presentations  | Confirmed | SGH - in Person | C Roy |
| Mar 2024 | Meeting was not rescheduled  |  |  |  |
| Apr 4, 2024 | Section Networking Dinner – C Roy – date confirmed (5:30 to 8:30) | None | Ruth's Chris Steak House Waltham MA | C Roy |
| May 21, 2024 | Holtec-Hyundai Small Modular Reactor Development Project - Guest Speaker: Brian Zandstra of Holtec International – speaker will be remote | C Adey confirmed date | Remote ZOOM session | C. Adey |
| June -August | Break |  |  |  |
| September 10, 2024 | Presentation by Miss America 2023 and Nuclear Engineering Student Grace Stanke. Joint effort with several organizations and student sections. Date to be confirmed. | TBD | Raytheon, TBD | C. RoyC. Pimentel |
| October 2024 | Tour of Commonwealth Fusion Devens Facility – date to be confirmed | TBD | In person | C. Roy and one more |
| November 2024 | Student Presentations on their College Nuclear Programs and Areas of Interest. (MIT); (WPI); (UML); (URI) – date to be confirmed | TBD | TBD | N Glucksberg and B Capstick, B. McNeely |
| December 2024 | World Affairs Group Ukraine Nuclear Speaker – D Kapitz | TBD |  | D Kapitz |

**Potential Future Topics**

* Options for 2025:
	1. 2024 ADVANCE ACT (Accelerating Deployment of Versatile, Advanced Nuclear for Clean Energy) – implications for the Northeast (presentation by ANS or NEI speaker?
	+ Latest Advances in Nuclear Technology Used for Space Exploration – speaker from the ANS Webinar of 8/30/23 – Nadia Glucksberg
	+ Presentation by Caylee Cunningham – MIT Doctoral Student in Nuclear Science & Engineering and Ms. Nuclear Energy on Tik Tok – Nadia Glucksberg
	+ PFAS: What are they and how are they impacting D&D – Nadia Glucksberg
	+ Results of Study on Radon Induced Lung Cancer – Darvin Kapitz
	+ Joint Meeting with the Local Health Physics Society – Brandon Graber
	+ Nuclear propulsion in space – Brandon Graber

**ATTACHMENT B**

OPEN & RECENTLY CLOSED ANS-NE ACTION ITEMS

| **Action ID****(Mtg date****(M/Y)- #)** | **Description**  | **Responsibility** | **Closed****(X)** | **Comments** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| 7/24-06 | 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) | C. Roy, N. Glucksberg, E. Danaher, J. Balayan |  | In-progress |
| 7/24-05 | Obtain NE regional Directory from ANS Headquarters and assess for new ANS NE members (Bi-annually) | E. Danaher | X |  |
| 7/24-04 | Send list of New Officers and Committee Chairs to: ANS Headquarters, Local Sections Committee section liaison, Local Sections Committee chair and Local Sections Committee Secretary (May be in Annual report) | N. Glucksberg |  | Due August 1 |
| 7/24-03 | Prepare and Submit Section Annual Financial Statement for EC review | C. Adey |  |  |
| 7/24-02 | Update bank account signature card to add new chair, treasurer and vice chair (optional) and remove those no longer involved | J. Balyan |  | In-progress |
| 7/24-01 | Approve meeting fees and dues | EC |  |  |
| 6/24-09 | Prepare audit report | C. Adey / Audit Committee |  | In-progress |
| 6/24-08 | Update ANS-NE mail list and distribution to the new LSC Liaison assigned to the ANS-NE Section, if needed. | E. Danaher |  | In-progress |
| 6/24-07 | Approve budget | EC |  |  |
| 6/24-06 | Approve committee members and Chairs | EC |  |  |
| 6/24-05 | Nominate committee members and Chairs | C. Roy /N. Glucksberg/ EC Members |  |  |
| 6/24-04 | Information System Updates – June 30 - ***Membership Chair**** + Update the email distribution for 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
 | E. Danaher |  |  |
| 6/24-03 | Attend ANS National (Annual) meeting & Local Sections Committee meeting | Appointed Representative | X |  |
| 6/24-02 | Turn over records to incoming Officers & Committee Chairs, and send summary report to Secretary for Section's history file | Outgoing Officers and Committee Chairs |  | In-progress |
| 6/24-01 | Appoint Audit Committee | C. Roy | X |  |
| 5/24-03 | Appoint representative to attend ANS Annual Local Section Committee meeting during ANS National meeting | C. Roy | X |  |
| 9/23-03 | Send monthly invitations to ANS-NE events | EC |  |  |
| 1/23-04 | Revise by-laws based on new National By-laws and Rules | D. Martin |  | In progress – Revised Draft ANS-NE Section Rules amendment submitted to EC for approval 7/9/2024 |
| 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 submitted presentation slides to EC for review/comment |
| 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 listMaintain & 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 |