**ANS-NE EC Meeting**

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

**Meeting Notes**

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Attendees:

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

16. Yes  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. Roy  C. 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](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 | 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 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 |