



AMERICAN NUCLEAR SOCIETY

Oak Ridge/Knoxville Section

P. O. Box 5075, Oak Ridge, TN 37831-5075

Executive Committee Meeting Minutes September 17, 2002

Attendees

Voting Members:

<u>Name</u>	<u>Affiliation</u>	<u>Present</u>		<u>Name</u>	<u>Affiliation</u>	<u>Present</u>
Maria LeTellier (Chair) 241-3458	CSE	X		Steve Bowman (2005) 574-5263	ORNL	
Julie Ezold (Vice Chair/Chair Elect) 574-5483	Y-12			Jeff Johnson (2005) 574-5262	ORNL	
Trent Primm (Treasurer) 574-0566	ORNL	X		Michael Dunn (2004) 574-5260	ORNL	X
Jan Preston (Secretary) 241-7608	ORNL	X		John Wagner (2004) 241-3570	ORNL	X
Bernie Kirk (Chair Ex-officio) 574-6176	ORNL			Lien Nguyen (2003) 691-3211	Shaw E&I	X
				Larry Miller (2003) 974-5048	UT	

Others Present:

<u>Name</u>	<u>Affiliation</u>	<u>Present</u>		<u>Name</u>	<u>Affiliation</u>	<u>Present</u>
Peggy Emmett	ORNL	X		Dwaine Pucket	Y-12	X
Bill Hill	ORNL	X		Dennis Tollefson	Y-12	X

The meeting was called to order, Chair Maria LeTellier presiding. There was a quorum of the Executive Committee present.

Secretary's Report

The Board Meeting minutes from August 2002 were accepted as written.

Chair's Report

The agenda was distributed, and the Chair asked the Committee to note the addendum to the minutes related to our decision to provide some conference support to a UT graduate student.

Chair-Elect's Report

Not present. See discussion under Budget.

Treasurer's Report

The Treasurer's Report for August was submitted, discussed, and accepted.

Trent Primm highlighted some elements of his report:

- The "Education" element of \$171 reflects a reimbursement to Dick Rothrock for some Charts of the Nuclides and geiger counters.
- The "PIA grant" element was a reimbursement for expenses associated with a Teachers Workshop. (PIA refers to "Public Information Assistance," which is an ANS National funding source).
- The "Mutual Funds" elements, which reflect the changes in our accounts since the June 30th Yearly Report, show large negative numbers. Trent reported that, while this is clearly something to watch, he has considered whether we should move additional assets out of mutual funds and has concluded that we actually seem to have our assets well-diversified (we have about 60% cash). Therefore, as Treasurer, Trent recommends no change at this time.

Trent was not able to deposit the funds from our last Dinner Meeting until after the statement period closed, so that is not reflected in this month's Treasurer's Report. However, for discussion purposes, he did provide a breakdown of the transactions from this event on the back page of the Report. The bottom line – we lost money on the Dinner Meeting. In summary, we had 79 full-paying participants, 10 students, Congressman Wamp, and his assistant. We had 13 no-shows (plus one student no-show), for a loss of \$225. Overall, our loss on the meeting \$313.12.

Discussion ensued on how the Section should deal with no-shows. A three-part strategy was agreed to:

- Each future Dinner Meeting announcement will remind members that the Section is stuck with the bill for late cancellations and no-shows. (Action: Arrangements/Programs)
- The next newsletter will contain a reminder of the Section policy that each member is responsible for the cost of their meal if they reserve and do not cancel by the announced date. (Action: Treasurer will draft article for newsletter)
- After each meeting (including this one), a polite, blind-addressed email will be sent by Trent to members who reserved but did not cancel early enough letting them know that the Section paid for their meal cost, and reminding them that it is Section policy that members cover this expense. (Action: The Treasurer will draft the initial email, and the Chair will review for tone and content before it is sent)

On a positive note, the Treasurer reported that 20 people paid their dues at the Dinner Meeting (one for two years).

Maria noted that the Treasurer needs to coordinate with the Program Committee, since some of the costs associated with Dinner Meetings (student subsidies, equipment rentals, etc.) are actually budgeted items under the Programs section of the Budget. Trent committed to reflect the accurate distributions in next month's report. (Action: Treasurer)

Committee Reports:

Budget: Julie Ezold, Chair

The Chair noted that the Section Budget had been presented by the Vice-Chair via email, and has incorporated all comments received. We have \$3000 more in this year's Budget than last year – some in scholarships.

Maria noted that the Budget format can be confusing since it includes the whole cost of Dinner Meetings as a budget item, and does not include reimbursements, dinners absorbed, etc. She suggested that a comment be added to the Budget to explain this approach. (Action: Budget Committee/Vice Chair)

The 2003 Section Budget was approved as submitted. The Treasurer requested a copy of the final version so he can prepare quarterly reports of expenses against the budget elements. (Action: Budget Committee/Vice Chair)

Membership: Norb Grant, Chair

Not present. Trent Primm reported that he has forwarded all dues forms he has received to the Membership Committee Chair. In addition, he has checked the Post Office Box for returned newsletters/other mail, and has identified ten addresses that are incorrect.

Education/SHADES: Julie Ezold/Bill Hill, Co-Chairs

Peggy Emmett reminded us that the 10th Anniversary SHADES conference will be held on November 2nd. A planning meeting was to be held later this evening.

Newsletter: Dan Ingersoll, Chair

Not present, but Dan sent a reminder that articles for the newsletter should be generated and sent to him as events happen.

Program: John Wagner, Chair

John reminded us that Sherrell Greene will speak at the October 1st dinner meeting. He has arranged for Jeff Chapman to speak at our November dinner meeting on the topic of Homeland Defense and radiation dispersion devices. Planning beyond November is still underway, and the Committee will consider suggestions documented in the last Executive Committee minutes. It was confirmed that we have decided to have a December meeting, but not one in January. At Dennis Tollefson's suggestion, John has issued an invitation to Beverly Cook (EH-1) for a future ANS meeting. Jan Preston agreed to pick up the lead on this, and will pursue a joint ANS-Women in Nuclear program.

Arrangements/Publicity: Larson/Puckett

Sandy Larson was not present, but provided a list of items to be addressed. She noted that the October Dinner Meeting announcement has been sent out. Sherrell Greene will need a Proxima for his presentation (Action: Jan Preston will provide hers).

The Executive Committee discussed whether the Section should buy a projection screen, rather than continuing to rent. The Fox Den screen seems too small. However, we were unable to resolve who would take on the task of storing a screen and bringing it to all the meetings, if we did purchase one. For now, we have decided to keep renting.

The November meeting will be at Garden Plaza on the 5th.

The December meeting will be at the Radisson at Summit Hill on the 3rd.

As previously noted, there will be no January meeting.

Sandy's note indicated that Fox Den's per-dinner price will jump to \$24/person (141% of old price) in January. It was discussed that we could reduce this back to \$19 (112% of the old price) if we skipped one of the three courses (either the salad or dessert). Sandy asked that we consider whether we should plan a more informal (cheaper) meeting for one month in the spring. Trent noted that the Section used Buddy's BBQ once to offset the higher costs of the other meals. The Executive Committee decided to ask the Arrangements Committee to explore whether Fox Den has a buffet option at a lower cost. We will need to do more research on all our options before we commit to a location for our February dinner meeting.

Web Page: Hanna Shapira, Chair

Not present, no report.

Honors and Awards: Larry Townsend, Chair

Not present, no report.

Scholarship: Steve Bowman, Chair

Not present, no report.

Bylaws: Peggy Emmett, Chair

Peggy Emmett reported that a draft is being prepared.

Topical Procurement: Michael Dunn

Mike Dunn reported that the M&C 2003 planning group met recently. Papers are due Oct 21st and paper review will continue through December. Authors will be notified the first week of January, with revised papers due Feb 1st. Review instructions will be posted

on the website November 1st. The conference will include a guest speaker from the Louvre, whose topic will involve radiography techniques in art restoration.

Old Business

None.

New Business

Jan Preston reminded the group about the Brown Bag Seminar on October 3rd with Donna Jacobs, the Wolf Creek Nuclear Plant Manager. Donna is the first woman ever to achieve that position in the U.S.

Next Meetings:

Executive Committee – October 15th at 4:00pm at the NTRC

The Meeting was adjourned at 17:10.