



North Central Chapter Health Physics Society
Minutes of the Executive Council Meeting
25 September 2014
Chanhausen, MN

Attendees: Victor Goretsky, Barbara Hodge, Chris Kessler, HPS President-elect Nancy Kirner, Shari Mask and Mike Lewandowski

Minutes

The meeting was called to order at 7:24 PM by Councilor Chris Kessler. Minutes from the Fall Executive Council Meeting were approved (motion by Chris Kessler, seconded by Victor Goretsky, unanimously approved). The Secretary/Treasurer's report was presented (attached). The last two meetings have run a deficit. About 70% of members have paid their dues. The remaining reimbursement for the Madison meeting should be in the mail. Expenses since the last meeting included the Wissink Memorial Speaker travel expenses, the stipend to Lakeshore Technical College, the stipend to the Outstanding Science Teacher and expenses for the American Association of Physics Teacher's meeting. A copy of Quicken was purchased to maintain the Chapter financial records. Future expenses include the cost of the HPS President-elect's visit. The required annual report to the IRS was made on time.

The fall meeting will run between \$300 and \$400 in the red. The Council should determine if future meetings should break even or if the Chapter should continue to subsidize the meetings. Most meetings are held at a facility where there is no rental fee for the room. The fall meeting at the Arboretum incurred approximately a \$350 rental and insurance fee for the facility (essentially the meeting deficit). The consensus of the Council was that the meetings should break even and the registration fee for each meeting should be determined with the goal of covering the cost of food. If there is a facility cost, that cost could be paid from the Chapter's reserves.

Four new member applications were reviewed and approved by the Council. The new members are: Jesse Fillmore, Noelle Geier, Laura O'Neill and Trenton Yadro. Chris Kessler reviewed the Affiliate Member report (attached). Three members will exhibit at the meeting: Canberra Industries, Landauer, Inc. and Mirion Technologies. Each is a long-standing and consistent supporter of the Chapter.

Mike Lewandowski presented reports on the website, radiation instrument kit, nuclear radiation science grant, science teacher meetings and workshops and science teacher award (attached). Shari Mask asked if the Chapter has a brochure to advertise the radiation instrument kit. Shari volunteered to draft a brochure if someone could provide photos and a summary of the kit's intended use. Mike agreed to provide those materials. The Chapter's Outstanding Science Teacher Awardee, David Ropa, was invited to the Fall Meeting, but was unable to attend due to previous commitments. The Chapter nominated Mr. Ropa for the 2014 HPS Eichholz Outstanding Science Teacher Award. Mr. Ropa was not selected, but the HPS Awards Committee encouraged us to resubmit him for 2015.

HPS awards nominations were discussed. Nancy Kirner reminded the Council that AAHP awards are also available.



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The status of the 2014 Chapter election was discussed. Gordon Tannahill, chair of the nomination committee, identified two candidates for Councilor. No candidates for President-elect have been identified. A number of potential candidates for Councilor and President-elect were discussed. The Council discussed maintaining a greater visibility on the nominations for the 2015 election. A number of candidates for the 2015 election were discussed.

The agenda and logistics for the Fall Meeting were reviewed. Shari Mask volunteered to serve as the meeting emcee in Gary Yarrow's absence.

Barb Hodge volunteered to write the article summarizing the meeting for HP News.

A proposal was made by Glenn Sturchio to offer complementary meeting registration to all Chapter members who present at the meeting. The purpose of this incentive is to encourage people to present at the meeting. A formal motion to offer complementary registration to Chapter members who are presenting at the meeting was made by Chris Kessler and seconded by Shari Mask. Mike Lewandowski, Barbara Hodge, Chris Kessler, Shari Mask voted in favor and Victor Goretsky abstained.

The Council discussed commemorative items for speakers, including the Wissink Memorial Speaker. Shari Mask suggested a coin with the Chapter logo on one side and a message of thanks on the other. The Council expressed interest and asked Shari to pursue this idea.

Glenn Sturchio applied for AAHP continuing education credits for the Fall Meeting. The course number will be published on the website when available.

Locations for the Fall Meeting were discussed. The Chapter has not been to Iowa recently. Victor Goretsky volunteered to host the meeting at the University of Wisconsin if other volunteers do not step forward. Chris Kessler noted that the Marshfield Clinic is also willing to host a meeting.

HPS President-elect Nancy Kirner expressed her appreciation for the Chapter's hospitality.

There was no additional business added to the agenda.

The meeting was adjourned at 9:11 PM.

Respectfully submitted,

Mike Lewandowski
Secretary/Treasurer



NCCHPS
Executive Council Meeting
25 September 2014
Country Inn & Suites
Maple Room
591 West 78th Street
Chanhassen, MN

AGENDA

1	Call to Order
2	Welcome and Introductions
3	Review/Approve Spring 2014 Meeting Minutes
4	Secretary/Treasurer's Report – Mike Lewandowski
5	Approval of New Member Applications
6	Affiliates Report – Chris Kessler
7	Other Reports – Mike Lewandowski <ul style="list-style-type: none"> • Website • Radiation Instrument Kit • Nuclear Radiation Science Grant • Science Teacher Meetings & Workshops • Science Teacher Award
8	HPS Awards Nominations
9	Chapter Elections <ul style="list-style-type: none"> • 2014 Special Election Plans • 2015 Election Plans and Deadlines
10	2014 Fall Meeting <ul style="list-style-type: none"> • Program review – Mike Lewandowski • Logistics – Mike Lewandowski • Councilor assignment for HP News article
11	Proposal: Complementary meeting registration for presenters
12	AAHP Credits for Fall 2014 Meeting
13	Spring 2015 Meeting Location
14	HPS President-elect Kirner Remarks
15	Other Business
16	Adjourn

North Central Chapter of the Health Physics Society

Secretary/Treasurer's Report

26 September 2014

Submitted by Mike Lewandowski

Membership Summary

Voting members	121
<i>Emeritus</i>	20
Student members	1
Total	122
Affiliate members	10

New members:

- Jesse Fillmore – Minnesota Department of Health
- Noelle Geier – Froedtert & Medical College of Wisconsin
- Laura O'Neill – Avera Queen of Peace Cancer Center
- Trenton Yadro – University of Wisconsin

Financial Summary

Net Assets (as of 22 Sep 2014)

Checking Account	\$ 17,155.56
Savings Account	\$ 11,795.51
Total Assets	\$ 28,951.07

Spring Meeting Summary

Income

Registrations	\$ 540
Affiliate member fees	\$ 450
Total Income	\$ 990

Expenses

Lunch & Refreshments	\$ 1351.61
Total Expenses	\$ 1351.61

2014 Year to Date Summary

Income

Voting member dues	\$ 730 (70%)
Affiliate member dues	\$ 250 (100%)
Reimbursements for Madison Meeting	\$ 6,358 (\$ 1,311.46 pending)
Total Income	\$ 7,338

Expenses

Wissink Memorial Speaker	\$ 557.96
Outstanding Science Teacher Award	\$ 500
Stipend to Lakeshore Technical College for Madison Meeting	\$ 1,000
AAPT Meeting	\$ 114
Miscellaneous operating expenses	\$ 50.79
HPS President-elect Visit	\$ 450 estimated
Chapter President Memento	to be determined

North Central Chapter of the Health Physics Society

Secretary/Treasurer's Report

26 September 2014

Total Expenses \$ 2,672.75

Fall Meeting Estimates

Income

Registrations	\$ 340 (only about 67% paid to date)
Affiliate member fees	\$ 450
Total Income	\$ 790

Expenses

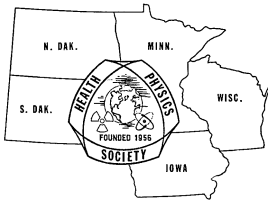
Facility Rental	\$ 343
Lunch & Refreshments	\$ 970 estimated
Executive Council Meeting Room	\$ 50
Total Expenses	\$ 1,363 (estimated)

Federal Tax Filing

IRS Form 990-N for fiscal year 2013 was filed on time on 1 September 2014 and accepted by the IRS on 2 September 2014. No tax was due.

Recommendation from Treasurer

Additional revenue is required before the meetings break even. This revenue could come from the Chapter bank account, additional affiliate members could be solicited to sponsor the meetings or meeting registration fees could be raised. The Executive Council should consider an appropriate course of action.



North Central Chapter

Affiliate Member Report September 26, 2014 Fall Technical Meeting

Chris Kessler, Affiliate Coordinator

The North Central Chapter of the Health Physics Society (NCCHPS) has 10 active affiliate members for calendar year 2014 to date generating \$250 in annual affiliate dues. A list of the current affiliates is at the bottom of this report. The NCCHPS web site reflects the current affiliate members.

Solicitation of affiliate member support for the fall 2014 technical meeting began in July. E-mail contacts of all likely affiliate member sponsors were made. Follow-up telephone calls were made, as necessary, to members that did not respond to the e-mail solicitation.

Three affiliate members agreed to exhibit at the meeting:

- Landauer, Inc. (Eric Annis) – Exhibitor
- Canberra Industries (Andy McLain) – Exhibitor
- Mirion Technologies (Tom Chwierut) – Exhibitor

A total of \$450 in exhibitor fees has been collected to defray the cost of the fall 2014 meeting.

2014 Affiliates

Company

Arrow-Tech, Inc.
Canberra Industries
DEQ Technical Sales
F&J Specialty Products, Inc.
HI-Q Environmental Company, Inc.
K & S Associates, Inc.
Landauer, Inc.
Mirion Technologies (Dosimetry Services)
S&G Enterprises, Inc.
Scientific Instrument Sales

Contact

Perry LaFountain
Andy McLain
Jeff Anspaugh
Frank Gavila
Marc Held
Peter Gordon
Eric Annis
Tom Chwierut
Mark Griffith
Richard Love

North Central Chapter of the Health Physics Society
Report to the Executive Council
September 2014

Submitted by Mike Lewandowski

Web Site

The web site was updated with Council and Business Meeting minutes.

Radiation Instrument Kit

The kit has not been used since the spring meeting. No action is requested for the instrument kit.

Nuclear and Radiation Science Grant

No applications were received.

Science Teacher Meetings

The 2014 AAPT annual meeting was attended in Minneapolis on 27-29 July, 2014. About 50 high school and college teachers were talked to. About a dozen teachers from Minnesota and Wisconsin were met and informed about the Chapter. Instructors at Winona State and Marquette Universities indicated desire to offer health physics courses. No follow up inquiries have been received. Costs to the Chapter included \$60 for electricity for the booth and \$54 reimbursement for parking fees. Chapter members volunteering at the booth included Bryce Armstrong, Barb Hodge, Irene Patrek, Janet Silsby, Glenn Sturchio and Mike Lewandowski. Chapter members Duane Hall, Sue McClanahan and Bud White also volunteered, but were not needed.

Science Teacher Workshops

No workshops were offered.

Science Teacher Award

The Chapter was informed that David Ropa was not selected as the HPS Eichholz Outstanding Science Teacher Awardee. Mr. Ropa was invited to attend the Fall Meeting but was unable due to a schedule conflict. A certificate was prepared and the award checks will be mailed to him. Mr. Ropa should be invited to the Spring Meeting.