



North Central Chapter Health Physics Society
Minutes of the Business Meeting
11 April 2014
Assisi Heights, Rochester, MN

The meeting was called to order at approximately 1:00 PM by President Gary Yarrow. President Yarrow started by thanking President-elect Glenn Sturchio for his efforts in organizing the meeting. President Yarrow introduced the Councilors in attendance and the Secretary/Treasurer. Minutes from the Fall Business Meeting were approved by the audience by voice vote. The Secretary/Treasurer's report was presented (attached) by Mike Lewandowski. There is one new student member. Only 64% of members have paid their dues. Mike will be personally contacting members who have not paid their dues.

Mike Lewandowski reported on a misunderstanding between the Local Arrangements Committee and the Health Physics Society regarding who received profits from the social program from the Madison HPS meeting. The total amount the chapter received was the \$3000 stipend and the profits from the sale of logo shirts and hats. A check for \$6358 was received from the Health Physics Society. Reimbursement for the shirts for the pub crawl and 5K run is still due from the Society. The net income from hosting the meeting was approximately \$2109. One of the leftover hats was given to the new student member. One hat and a shirt remain for sale. Mike thanked the members of the Local Arrangements Committee for their work on the Meeting. Rich Vetter introduced a motion from the floor for the Chapter to thank Mike for his efforts in leading the Local Arrangements Committee.

Chris Kessler presented the Affiliate's Report (attached). There are 10 affiliate members and four (Canberra, F&J, Landauer and Mirion) generously supported this meeting. Chris noted that the number of affiliate members remains relatively constant.

Mike Lewandowski presented reports on the website, radiation instrument kit, nuclear radiation science grant, science teacher meetings and workshops and science teacher award (attached). Mike asked for suggestions or comments on the website. The radiation instrument kit was used several times between the Fall Meeting and the end of the year, but no reservations for the kit were received as of yet for 2014. The Chapter did not attend any science teacher meetings or put on any science teacher workshops. Victor Goretsky identified David Ropa, a middle school science teacher in Madison, Wisconsin, as a potential candidate for the Outstanding Science Teacher. Victor did a great job in pulling together the nomination materials. The Executive Council selected David Ropa as the Chapter's Outstanding Science Teacher award recipient and also nominated Mr. Ropa for the HPS's Outstanding Science Teacher Award. President Yarrow suggested putting links to several videos about Mr. Ropa's teaching, including one on the collaboration between Mr. Ropa's classes and the University of Wisconsin reactor lab, on the Chapter web site. Mike noted that the links will be placed on the web site.

Mike Lewandowski proposed attending the summer meeting of the American Association of Physics Teachers (AAPT) in Minneapolis (attached) in July 2014 at the University of Minnesota. The HPS Science Support Committee will pay the registration fee with the expectation that the Chapter will provide people to staff the meeting and pay any incidental expenses. Mike described that the purpose of attending the meeting is to make physics teachers aware of what the Chapter and the HPS have to offer teachers. The Executive Council approved the activity and



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the minor expenses associated with the meeting. Mike noted that volunteers are needed and asked for interested people to contact him.

Five new member applications were reviewed and approved by the Council. The new members (Katharine Arzate, James Cassidy, Ken Larson, Shabir Shivji and Elisabeth Woltjer) were introduced.

President Yarrow noted that the 2014 election should have happened, but is delayed. This is a violation of the Chapter By-laws. Gary noted that there is still a need for candidates and individuals may be approached at this meeting.

Credits from the American Board of Health Physics for this meeting were applied for.

The University of Minnesota has agreed to host the Fall Meeting. The Minnesota Landscape Arboretum was suggested as a possible location.

President-elect Glenn Sturchio reviewed the arrangements for the tour. No photographs are permitted on the tour. The tour is time limited so be prudent on the questions that are asked to make sure that you get to see the accelerator hall and gantry.

President Yarrow reported that he worked with Gen Roessler to nominate Dr. Robert Brent for the HPS Distinguished Public Service Award on behalf of the Chapter. President Yarrow thanked Gen Roessler for preparing the nomination letter and supporting materials.

Persons who are interested in running for office should email Gordon Tannahill or Gary Yarrow.

The meeting was adjourned at approximately 1:30.

Respectfully submitted,

Mike Lewandowski
Secretary/Treasurer



**NCCHPS
Business Meeting
11 April 2014
Assisi Heights
Rochester, MN**

AGENDA

1	Call to Order
2	Welcome and Introductions
3	Review/Approve Fall 2013 Meeting Minutes
4	Secretary/Treasurer's Report – Mike Lewandowski
5	Local Arrangements Committee Financial Settlement – Mike Lewandowski
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	2014 AAPT Meeting in Minneapolis – Mike Lewandowski
9	HPS Awards Nominations
10	New Members
11	2014 Election Status
12	AAHP Credits for Spring 2014 Meeting
13	Fall 2014 Meeting Location
14	Other Business
15	Adjourn



Secretary/Treasurer's Report 11 April 2014

Membership Summary

Voting members	118
Emeritus	19
Student members	1
Affiliate members	10

New members

- Katharine Arzate – 3M
- James Cassidy – South Dakota State University (student member)
- Kenneth Larson – South Dakota State University
- Shabbir Shivji – VA Milwaukee
- Elisabeth Woltjer – University of Minnesota

Financial Summary

Checking Account	\$ 18,523.22
Saving Account	\$ 11,790.59
Total Assets	\$ 30,313.81

Checking Account Summary

Starting Balance	\$ 9,672.86	01 October 2013
	\$10,102.00	Deposits
	\$ 1,251.64	Withdrawals
Ending Balance	\$ 18,523.22	06 April 2014

Savings Account Summary

Starting Balance	\$ 11,784.73	01 October 2013
	\$5.86	Interest (Oct. 2013 – Mar. 2014)
Ending Balance	\$ 11,790.59	06 April 2014



Secretary/Treasurer's Report 11 April 2014

Account Details

Expenditures since 01 October 2013

Date	Check No.	Amount	Item
10/24/2013	1629	\$ 325.77	Great Basin Graphics – Pub Crawl Shirt Reorder
10/25/2013	1630	\$ 98.90	Mike Lewandowski – Pub Crawl Shirt Shipping
10/25/2013	1631	\$ 157.64	Heather McCollor – Fall Meeting Expenses
10/25/2013	1632	\$ 453.94	Cecils – Fall Meeting Lunch
10/28/2013	Debit Card	\$ 25.81	Caribou Coffee – Fall Meeting
10/28/2013	Debit Card	\$ 75.00	Best Western – Fall Executive Council Meeting
1/18/2014	1633	\$ 106.88	Mike Lewandowski – Reimbursement for plaque for G. Tannahill (2012-2013 President)
4/4/2014	Debit Card	\$ 25.70	Staples – Name tags for meetings
Total		\$ 1,251.64	

Income since 01 October 2013

Date	Amount	Item
10/15/2013	\$ 415.00	Pub crawl shirt reorder
10/15/2013	\$ 201.00	Pub crawl shirt reorder, dues and meeting registration
10/24/2013	\$ 880.00	Meeting registration and dues
10/24/2013	\$ 190.00	Meeting registration and dues
10/28/2013	\$ 120.00	Meeting registration and dues
12/23/2013	\$ 65.00	Dues and logo merchandise
1/10/2014	\$ 130.00	Dues
1/17/2014	\$ 230.00	Dues and meeting registration
1/24/2014	\$ 305.00	Dues and meeting registration
1/31/2014	\$ 240.00	Dues
2/14/2014	\$ 105.00	Dues
2/20/2014	\$ 6378.00	Madison meeting and dues
2/28/2014	\$ 200.00	Dues and meeting registration
3/14/2014	\$ 30.00	Dues
4/4/2014	\$ 610.00	Meeting registration and dues
	\$ 3.00	Interest (Oct. 2013 – Mar. 2014)
Total	\$ 10,102.00	

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 Report to the Executive Council
 Local Arrangements Committee
 April 2014



Financial Settlement submitted by Mike Lewandowski

Due to a misunderstanding between the LAC Co-chairs and the HPS Secretariat, the LAC will only receive the profits from the sales of logo merchandise. Any profit or loss realized from the other activities goes to the Society.

The preliminary accounting previously presented to the Chapter (shown below) was incorrect.

Event	Income	Paid by HPS	Directly Paid by HPS	Reimbursed to Lewandowski	Reimbursed to Others	Due NCCHPS
Night Out	\$ 4,434.00	\$ 3,875.80	\$ 3,291.80	\$ 584.00		\$ 558.20
5K Run/2K Walk	\$ 900.00	\$ 314.03		\$ 3.08	\$ 310.95	\$ 585.97
Pub Crawl	\$ 1,845.00	\$ 370.79	\$ 114.00	\$ 256.79		\$ 1,474.21
B-Cycle Bike Tour (Saturday)	\$ 100.00	\$ 100.00	\$ 100.00			\$ -
Shirt/Hat Sales (Cash/Check) handed over to Secretariat	\$ 2,358.00	\$ 1.05		\$ 1.05		\$ 2,356.95
Shirt/Hat Sales (Credit Card)	\$ 1,000.00	\$ -				\$ 1,000.00
Monona Terrace/Overture Center Tour (Monday)	\$ 275.00	\$ 201.94	\$ 30.00	\$ 171.94		\$ 73.06
Capitol/History Museum Tour (Tuesday)	\$ 335.00	\$ 223.92		\$ 223.92		\$ 111.08
Farmers Market/Museum of Contemporary Art Tour (Wednesday)	\$ 300.00	\$ 231.17		\$ 231.17		\$ 68.83
UW Cyclotron Tour (Wednesday)	\$ 285.00	\$ -				\$ 285.00
Kewaunee Nuclear Plant Technical Tour (Tuesday)	\$ 170.00	\$ 63.87		\$ 0.62	\$ 63.25	\$ 106.13
Registered Companion Program	\$ -	\$ 34.65		\$ 34.65		\$ -
Stipend for Host Chapter						\$ 3,000.00
Totals	\$ 12,002.00	\$ 5,417.22	\$ 3,535.80	\$ 1,507.22	\$ 374.20	\$ 9,619.43

The corrected summary of net results is shown below.

Event	Paid by NCCHPS	Received from HPS	Due NCCHPS
5K Run/2K Walk	\$ 398.86		\$ 398.86
Pub Crawl	\$ 912.60		\$ 912.60
Shirt/Hat Sales (Cash/Check) handed over to Secretariat		\$ 2,358.00	
Shirt/Hat Sales (Credit Card)		\$ 1,000.00	
Stipend for Host Chapter		\$ 3,000.00	
Totals		\$ 6,358.00	\$ 1,311.46

The chapter is still due reimbursement for the cost of the shirts for the 5K and the Pub Crawl.

The details for the logo merchandise sales are as follows.

Madison Meeting	
Expenses	\$ 2,529.98
Income	\$ 3,363.00
Profit	\$ 833.02
Post-meeting Order	
Expenses	\$ 424.67
Income	\$ 460.00
Profit	\$ 35.33

The net expense paid by the chapter for LAC activities is \$ 759.44.

The net income for the chapter for hosting the meeting is \$ 2,108.91.

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Income	
Logo Merchandise	\$ 833.02
Post Meeting Shirt Sales	\$ 35.33
Stipend	\$ 3,000.00
Subtotal	\$ 3,868.35
Expenses	
LAC Expenses	\$ 759.44
Stipend to LTC Student Branch	\$ 1,000.00
Subtotal	\$ 1,759.44
Net Income	\$ 2,108.91



North Central Chapter

Affiliate Member Report April 11, 2014 Spring 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 spring 2014 technical meeting began in February. 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.

Four affiliate members agreed to exhibit or sponsor the meeting:

- Landauer, Inc. (Eric Annis) – Exhibitor
- Canberra Industries (Andy McLain) – Exhibitor
- Mirion Technologies (Tom Chwierut) – Sponsor
- F & J Specialty Products, Inc. (Frank Gavila) – Sponsor

A total of \$500 in exhibition/sponsor fees has been collected to defray the cost of the spring 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

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Submitted by Mike Lewandowski

Web Site

The web site was updated with Council and Business Meeting minutes from 2013.

Radiation Instrument Kit

The kit has not been used since December 2013. No action is requested for the instrument kit.

Nuclear and Radiation Science Grant

No applications were received.

Science Teacher Meetings

No meetings were attended.

Science Teacher Workshops

No workshops were offered.

Science Teacher Award

Victor Goretsky identified David Ropa as a potential candidate for the Chapter Award. Mr. Ropa's credentials were reviewed and offered to the Council as a candidate for the award. The Council concurred and a formal nomination of Mr. Ropa to the HPS Eichholz Outstanding Science Teacher Award was submitted.

North Central Chapter of the Health Physics Society
Proposal to the Executive Council
April 2014

Submitted by Mike Lewandowski

Summary:

The Summer Meeting of the American Association of Physics Teachers is being held in Minneapolis, MN, from 26 July – 30 July. The HPS Science Support Committee is willing to pay the exhibit fee for a booth at the meeting in return for the North Central Chapter providing persons to staff the booth. The HPS would provide the marketing banner, table covers and hand out materials. Incidental costs (i.e., parking, meals) would be the responsibility of the Chapter.

Benefit to the Chapter:

This is another opportunity to meet regional physics teachers and market the radiation instrument kit, the nuclear science teaching grant and the science teacher award. Andy Johnson is presenting at the meeting and may be able to put in a plug for the Chapter during his talk.

Schedule:

<u>Sunday, July 27</u>	
10:00 AM – 6:00 PM	Registration and Set up
8:00 PM – 10:00 PM	Exhibits Open
<u>Monday, July 28</u>	
10:00 AM – 6:00 PM	Exhibits Open
<u>Tuesday, July 29</u>	
10:00 AM – 4:00 PM	Exhibits Open
4:00 PM – 5:00 PM	Tear down

Staffing needs:

At least two people at the booth while the exhibit hall is open. Two full meeting registrations and six additional exhibit hall badges are provided as part of the exhibition fee.

Budget:

Item	Detail	Cost	Extended Cost
Parking	3 days at \$12 per day	\$36	\$36 - \$84
Lunch	2 days at \$10 per person	\$20	\$40 - \$80
Dinner	1 day (7/27) at \$15 per person	\$15	\$30
		Total	\$106 - \$194

Volunteers:

Mike Lewandowski and Duane Hall have volunteered. Additional volunteers are welcome.