



**North Central Chapter Health Physics Society  
Minutes of the Executive Council Meeting  
24 October 2013  
St. Paul, MN**

Attendees included: Gordon Tannahill, Gary Yarrow, John Bauhs, Shari Mask, Glenn Sturchio, Victor Goretsky, Mike Lewandowski and Josh Mann

**Agenda**

- Call to Order
- Welcome & Introductions
- Review/Approve Minutes from Spring Executive Council Meeting
- Secretary/Treasurer Report – David Paulu
- Affiliates Report – Chris Kessler
- Other Reports – Mike Lewandowski
  - Website
  - Local Arrangement Committee
  - Radiation Instrument Kit
  - Nuclear and Radiation Science Grant
  - Science Teacher Meetings and Workshops
- New Member Applications
- Next NCCCHPS Election
- Fall 2013 Program Details
- AAHP Credits for Spring and Fall Meetings
- Spring 2014 Meeting Location
- Other Business
- Adjourn

**Minutes**

The meeting was called to order by President Gordon Tannahill at 8:03 PM. Introductions were made. Minutes of the Spring 2013 Executive Council meeting were distributed by Gordon and reviewed by those in attendance. John Bauhs made a motion to accept the minutes. Shari Mask seconded the motion. The minutes were approved unanimously.

The Secretary/Treasurer's report prepared by David Paulu was distributed by Gordon. The report was reviewed and is attached to these minutes. In accordance with the Chapter Bylaws the Executive Council determined that the Chapter's financial health does not warrant any increase to the membership dues. A motion was made by John Bauhs and seconded by Gary Yarrow to keep the dues for 2014 the same as in 2013. The motion was approved unanimously.

Shari distributed the Affiliate Report prepared by Chris Kessler. The report was reviewed and a comment made that Gary Beardman is no longer with Landauer. A copy of the Affiliate Report is attached to these minutes.

Mike Lewandowski reviewed his report on the website, radiation instrument kit, science teacher grant and science teacher meetings and workshops which was previously submitted to the Executive Council. A copy of the report is attached. Mike recommended the Council consider



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attending a science teacher meeting in Minnesota and/or Iowa in 2014 to increase awareness of Chapter resources, including the science teacher grant. (Note: The LAC report was presented under Other Business.)

Gordon indicated that the Chapter had received applications from two new members. They will be announced at the Business Meeting.

Gordon welcomed the incoming Chapter officers who were present at the Council meeting: Glenn Sturchio, President-elect, Mike Lewandowski, Secretary/Treasurer and Victor Goretsky, Councilor. Gordon agreed to chair the Nominations Committee to select candidates for the next Chapter election. The Bylaws indicate that the Nominations Committee should include a total of 5 members, none of which can be sitting officers of the Chapter. The Bylaws also stipulate that the slate of candidates needs to be submitted to the Executive Council no later than 60 days prior to the Spring Meeting. Gordon will ask for volunteers for the Nominations Committee during the Business Meeting.

The agenda for the fall meeting was reviewed. Shari Mask agreed to write up the summary of the technical meeting and submit it to the HP News. Mike and possibly Gen Roessler will be taking photos for Shari to use in the article.

Mike indicated that he had submitted an application for AAHP credit for both the spring and fall meetings and was waiting to hear back from the AAHP.

Gordon indicated that the spring meeting will be held on 11 April 2014 at Assisi Heights in Rochester, MN, as a joint meeting with the AAPM chapter. Glenn described the conference facility and the plans to have a joint plenary session with the AAPM followed by separate sessions, breaks and lunches so that the costs associated with the meeting can be separately managed by each group. Victor volunteered to host a meeting in Madison for spring 2015.

Mike discussed the preliminary financial outcome of the Chapter's involvement as the host of the HPS Annual Meeting in Madison. A more detailed report will be presented at the Chapter Business Meeting. Preliminary calculations indicate that the Chapter stands to receive about \$5,000 in net income for hosting the annual meeting. The Council had previously agreed to provide the profit from sale of the logo merchandise (shirts and hats) to the Lakeshore Technical College Student Branch in return for their efforts in selling the items. The profit amounted to about \$830 from sales during the meeting and another \$35 from post-meeting sales. A motion was made by Gary Yarrow, seconded by John Bauhs, to round the amount up to \$1,000. The motion passed unanimously.

President Tannahill adjourned the meeting at 8:40 PM.

Respectfully submitted,  
Mike Lewandowski, NCCHPS Secretary/Treasurer-elect



**North Central Chapter, Health Physics Society**  
**Secretary/Treasurer Report**  
**October 24 & 25, 2013**  
**Macalester College**  
**St. Paul, MN**

**Chapter Membership**

- 97 Full Members
- 22 Emeritus Members
- 10 Affiliates

**Accounting**

**Expenses from spring 2013 to fall 2013**

Date	Check	\$ amount paid out	Name
5/2/13	1624	\$472.40	Mike Lewandowski - Reimbursement
5/16/13	1625	\$700.00	UW Madison – Spring Meeting Expenses
6/13/13	1626	\$2198.25	Great Basin Graphics – Annual Meeting Shirts
7/1/13	1627	\$1502.09	Great Basin Graphics – Annual Meeting Shirts
8/20/13	1628	\$141.00	Great Basin Graphics – Annual Meeting Shirts
<b>Total</b>		<b>\$5,013.74</b>	

**Income from spring 2013 to fall 2013**

Date	Deposited Amt.	Description
4/30/13- 9/30/13	\$4.96	Interest
4/11/13	\$555.00	Dues Payments, Meeting Registration
5/2/13	\$450.00	Dues Payments, Meeting Registration
<b>Total</b>		<b>\$1,009.96</b>

<b>Checking</b>		
Beginning	\$13,676.64	4/1/2013
Expenses	\$5,013.74	
Deposits	\$1,009.96	
Ending	\$9,672.86	10/1/2013
<b>Money Market</b>		
Beginning	\$11,778.85	4/1/2012
Withdrawals	\$0.00	
Deposits	\$5.88	Interest
Ending	\$11,784.73	10/1/2013
<b>Total Balance</b>		<b>\$21,457.59</b>

**Pending payments** – Fall Meeting(\$650), Dues(\$80), 3M Donation(\$250.00), HPS Meeting Reimbursement (\$9,616.05)

**Pending expenses** – Fall Meeting(unknown), Pub Crawl Shirt re-order(\$325.77)



## North Central Chapter

### Affiliate Member Report October 25, 2013 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 2013 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 2013 technical meeting began in late August. 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.

Two affiliate members agreed to exhibit or sponsor the meeting:

- Mirion Technologies (Tom Chwierut) – Exhibitor
- Landauer, Inc. (Gary Beardman) – Exhibitor

A total of \$300 in exhibition/sponsor fees has been collected to defray the cost of the fall 2013 meeting.

#### **2013 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  
Gary Beardman  
Tom Chwierut  
Mark Griffith  
Richard Love

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

October 2013

Submitted by Mike Lewandowski

*Web Site*

Updates to the web site include affiliate and individual member lists and meeting information. No Executive Council or Business Meeting minutes since 2011 have been posted.

*Radiation Instrument Kit*

The kit continues to be used routinely. Uses and reservations since the last meeting are listed below.

August 2013	South Dakota State University, Brookings, SD (teacher training grant with Rob McTaggart)
November 2013	Deuel HS, Clear Lake, SD (fulfilled with HPS instrument kit)
November 2013	Century HS, Rochester, MN
December 2013	Boy Scout Workshop, West Allis, WI

No action is requested for the instrument kit.

*Nuclear and Radiation Science Grant*

No applications were received.

*Science Teacher Meetings*

No teacher meetings were attended. The Council should consider attending a meeting in Iowa or Minnesota.

- Minnesota Science Teacher Association Conference on Science Education, Feb. 21-22, 2014, Mankato, MN
- Iowa Council of Teachers of Mathematics and Iowa Academy of Science-Iowa Science Teaching Section Fall Conference, October 2014, location tbd
- Iowa Academy of Science Annual Meeting, April 11-12, 2014, Fort Dodge, IA

*Science Teacher Workshops*

No workshops were offered.



## NCCHPS Executive Council Meeting

Thursday, October 24th, 2013 7:30PM  
Bandana Square Best Western Hotel  
Saint Paul, Minnesota

MACALESTER  
COLLEGE



### AGENDA

1	Call to Order
2	Welcome & Introductions
3	Review/Approve Spring 2013 Meeting Minutes
4	Secretary/Treasurer Report – David Paulu
5	Affiliates Report – Chris Kessler
6	Other Reports – Mike Lewandowski <ul style="list-style-type: none"><li>○ Website</li><li>○ Local Arrangements Committee</li><li>○ Radiation Instrument Kit</li><li>○ Nuclear and Radiation Science Grant</li><li>○ Science Teacher Meetings &amp; Workshops</li></ul>
7	New Member Applications
8	Next NCCHPS Election
9	Fall 2013 Program Details <ul style="list-style-type: none"><li>● Review Program</li><li>● Councilor assignment for write-up in HPS News</li></ul>
10	AAHP Credits for Spring 2013, Fall 2013
11	Spring 2014 Meeting Location
12	Other Business
13	Adjourn