

Executive Committee Meeting Minutes
Kalamazoo Section ACS
Monday, October 5, 2015, 6:30 PM
Bell's Brewery

Start time: 6:42 pm

End time: 7:38 pm

Members Present: John Engelmann (JE), Elke Schoffers (ES), Andre Venter (AV), Angela Willson (AW), Brian Eklov (BE), Mike Walsh (MW), Doug Williams (DW), Mara Birndorf (MB), Sarah Glass (SG), Susmitha Daggubati (SD), Sarut Jianrattanasawat (SJ), Lydia Hines (LH)

Minutes recorded by: Angela Willson

1. Secretary's Report (AW)

- a. **The September minutes were approved.**

2. Treasurer's Report (AV)

- a. **Treasurer's Report** – Our only income this month came from Project SEED. There have been very few expenses, with the exception of John Miller for NCW and Lydia for Councilor expenses. A rough draft of a balance and budget document from the 2014 poster session event - AV needs to discuss this with our previous treasurer to understand what amount is outstanding after this event that can go towards this year's event. We have a tax concern from the IRS. For these concerns we need to contact the ACS tax attorney.
- b. **Investment Fund / Checking Account update** – There are two outstanding checks, including a check for Robin (\$47 for flowers) which was reissued. The budget will need to be re-approved at our next meeting after some re-categorization.

3. Communications Chair (DB)

- a. **Facebook page report** – We are up 20 likes from last month.
- b. **Newsletter Report (BE)** – The newsletter went out on September 17th. We are still in search of a new communications chair to take over this task.
- c. **Website report (MW)** – Traffic this month was more or less the same as other months with a bump in traffic coming from the newsletter.

4. Western Michigan University and Kalamazoo College Chemistry Student Organization

- a. **Kalamazoo College (SG, MB, SD)** – K College had their first meeting where they made liquid nitrogen ice cream. They recruited a lot of students at their college back to school event.
- b. **WMU CGSA (SJ)** – CGSA held the ice cream social on September 25th. The aim of this event was to introduce new students to the existing student body. There were more than 60 people in attendance, including undergraduate students, graduate students, faculty and staff.
- c. **WMU Chem Club (Casey Wright)** – Chem Club is participating in NCW day at the museum and are working on scheduling school visits.
- d. **NOBCChE (CB)** – No report.

5. Old Business

- a. **High school Science Symposium** – No report.
- b. **ACS On Campus update (BE)** – It does not seem that we are a fit for this program.
- c. **NCW2015 theme: "Chemistry Colors our World" - Chem Day at the Museum October 17** – We have approximately 20 activities. We are still looking for volunteers. Literature and publicity flyers have been taken to local museums and handouts have been distributed to K-7 teachers for their students.

- d. **Science Café on “wine” – update (BE)** – No update. We were unable to coordinate with the library on their brewing event. We will try to do a distilling talk in late winter/early spring.
- e. **Search for Communications Chair/Newsletter Editor (David Bolliet resignation) (BE)** – The status is that we still need a communications chair.
- f. **Update on November Recycle-a-Poster event (BE, ES)** – We have identified a speaker for this year’s event. Kristina Kesley is at Purdue and does a lot of inter-disciplinary research on Malaria. The focus of the event will be student involvement. There will be a cash prize through a raffle for early submission of abstracts. ES is working on distributing a flyer and getting an announcement in the newsletter
- g. **Election of officers to be scheduled for October –Chair-elect (1-year term), {Secretary (2-year term), Alternate councilor (3-year term)} (All)** – We have nominations for Secretary (Angela Willson) and Alternate councilor (Doug Williams). We are still searching for a Chair-elect; at this point this position will be left vacant. Ballots will be sent out by the secretary as soon as possible for the two nominated positions. Ballots will be left open for 3 weeks.
- h. **Update on Tom Higgins invitation (LH)** – Tom Higgins is unavailable this fall, but could be available in January or February. We are thinking travel may be better in February for a talk on diversity. We could potentially hold this event at K College once we have a date determined. LH to contact.

6. New Business

- a. **Invitation/memo from ACS membership office for input as to how to help Sections (BE, LH)** – Lydia read off a list of items ACS has noted as potential difficulties for local sections. Out of the list, it seems that our biggest concern is “identifying potential volunteers”. LH offered to respond to this memo about this concern.
- b. **Request for Halloween Program presentation on October 30 to Haverhill Elementary (Portage)** – Angela Willson has volunteered for this program. Everyone is excited about this opportunity for outreach and would like to help in any way possible.
- c. **Next PR Email (all)** – E-blast needs to be sent on Monday, October 12th for Chemistry day at the museum.
- d. Discuss the next newsletter mailing date and deadline for submissions. Send items for the newsletter to: ACSKzoo@gmail.com send by Oct 14 for Oct 28 publication (with leniency for NCW report)

Content: Chair’s comment (BE); Report on Chemistry Day at the KVM Oct 17 (LH); Publicize Bell’s event in November (ES); Call for Communications Chair (BE); Election announcement (BE); Report on WMU CGSA Ice Cream Social (SJ); short item regarding industry-involvement interest at ACS (LH)

- e. **Discuss adding a 2016 Planning Meeting to discuss budget allocation and event schedule** – The EC will have separate meeting to discuss. We will work on scheduling the meeting through email.
- f. The **next meeting** will be **Thursday, November 5th at 6:30pm**. Tentatively, and depending on the weather, we will be at Boatyard Brewing Co. at 432 E Paterson St, Kalamazoo Twp, MI 49009

7. Around the Table:

- a. (LH) The newly-elected-local-section officer Leadership Institute will be in Dallas, TX, January 22-24, 2016.
- b. (LH) The nomination materials for Brad Portis, a teacher from KACS’ Gull Lake High School, were successfully submitted for the National ACS James Bryant Conant Award.