

**Executive Committee Meeting Minutes**  
**Kalamazoo Section ACS**  
**Tuesday, October 20, 2020, 6:00 PM**  
**Location: Zoom Conference Call**

**Due to the COVID-19 Pandemic the October 2020 Executive Committee meeting of the Kalamazoo Section of the ACS will not meet in person. We will conduct the meeting via ZOOM:**

Zoom Meeting:

Ed will send a link

#Start at 6:01 PM

#Present: Ed Thomas, James Redwine, LEMH, Andrew Simpkins, Doug Williams, Hershel, Grace McKnight

1. Secretary's Report (JR)
  - a. Review and approval of September 2020 minutes (**Attached at end**)

#Approved

2. KACS 2020 Election (ET)
  - a. Chair Elect: Benjamin Maxey + Write in
  - b. Treasurer: Doug Williams+ Write in
  - c. CouncilorL Lydia E. M. Hines+ Write in

#Get ballots out next week. Two weeks, send reminder after 1 week.

3. Special Event: Celebrate Lydia Winning Helen M. Free Award at 7:00 PM (**Agenda Attached**)
4. Review 2020 Budget and discuss changes that need to be made. (**Appendix 1, Separate Excel File**)
  - a. I think this is the most important thing for the October meeting. Anything that follows will only occur if we have time at the end of the meeting.

#Discussion on expenses. BS not present. DW and HJ going to update budget spreadsheet for November meeting.

5. Treasurer's Report (BS)
  - a. Treasurer's Report (**Appendix 2**)

6. Communications Chair (MW)
  - a. Newsletter Report
    - a. Status of Newsletter
  - b. Website report – update on webservice transition

#Status report is desired on website progress. ET and HJ will work on getting an update.

7. Student Organizations
  - a. WMU Chem Club (Andrew Simpkins, President)

#Jerome is also present. Getting presentation from former member on course they took post-graduation. Looking for more volunteers.
  - b. WMU CGSA (Emile Van Meter, President)
  - c. Kalamazoo College (Blake Tresca, adviser; Andrew Walsh, Grace McKnight)

#Filmed Nylon 6,10 demonstration for K-college. Some networking events ongoing, also participating in remote lecture series.

8. Project SEED (DW)

#Have money on hand to fund probably 2 students next year. No need for fundraising at this time.

9. Old Business

a. METT Grant (ET)

#Applied for METT grant to assist in funding virtual efforts, including website migration efforts. Maximum value of \$2k.

10. Upcoming Events

a. Speed Networking (LC)

#ET attended meeting. Dry run of the technology seemed to work well. K College is driving progress on this project.

11. New Business

a. Zoom Meeting with Detroit Local ACS section on November 10th

#ET: ET and HJ met with many of the local sections in the past, will meet with Det local in November, this will be their EC meeting on 11/10.

12. General Discussion

#LEMH: no update on format of national ACS meetings next year at this time. Regional meeting 2021 is in Minneapolis (June), leaning towards virtual at this time.

13. Next Newsletter (MW)

14. Next EC Meeting: November 17, 2020, 6:30 pm via Zoom Budget meeting

#Meeting end at 6:50

**Appendix 1: 2020 Budget**

ACS annual financial report line item	2014-2018 range (actual)	2019		remaining estimated	2020 budget (proposed)	comments
		budget	actual YTD			
<b>Revenue</b>						
1. Annual ACS allotment	7000-7800	7000	6950		7000	conservative estimate based on history (\$7024 in 2018)
2. New member commissions	45 - 75	50	15		50	conservative estimate based on history
3. Donations, contributions (general)	2000-6700	0	383		0	unspecified gifts
3a. Bequests and/or trusts (list separately from line 3)	0-3000	3000	5143	0	500	for Project SEED program (\$3143 WMU, \$2000 Apjohn+Kalsec)
	0-2000	2000	2000		2000	for Bells poster event (Zoetis)
4. Rebate from ACS for Councilor travel expenses	1500-3000	2500	2566		2500	estimate based on history
5. ACS awards or Grants received	0-2500	2500	3500	0	3900	for Project SEED (two students in 2020 @ \$1950/student)
	0-3500	0	3500	0	0	\$3500 for IPG (IYPT proposal)
6. Program revenue	0-7600	0	0		0	no planned revenue-generating programs
7. Local section dues, affiliate dues	1700-2140	1700	1888		1700	estimate based on history
8. Interest, dividends	500-1500	500	500		500	estimate based on history
9. Special events and activities (for fundraising)						
9a. Gross revenue		9500	16612		0	NHCL dedication sponsorships and sales and \$2000 ACS reimbursement
9b. Less direct expenses other than fundraising expenses		-9500	-17816		0	NHCL dedication program costs
9c. Net income (or loss) from special events and activities		0	-1204	0	0	Net revenue - added to Total Revenues (line 12)
10. Meals	0	0	0		0	estimate based on history
11. Other revenue						
<b>12. Total Revenues</b>		<b>19250</b>	<b>25241</b>	<b>0</b>	<b>18150</b>	
<b>Expenses</b>						
13. Subsidies to subsections	100-620	300	0		300	WMU Chem Grad Student Association chapter support
		300	0		300	WMU Chem Club chapter support
		300	0		300	K College Chem Club chapter support
		500	272		1000	CCEW & NCW supplies including KACS safety glasses
	4200-6187	5350	4817.22		5000	Competitive exam and awards program (including food, printing, etc)?
14. Awards, scholarships, grants	0-150	150	150	150	150	Bells event poster awards
	0	0	0		2000	student travel grants. (Pending proposal from DW/LH)
	0	500	0		50	KACS Meritorious Service Award
15. Administrative expenses						
15a. Salaries	0	0	0	0		
15b. Professional fees and payments	0-383	0	0		2500	website migration project. Maybe this should be in other expenses (21).
15c. Rent, utilities, maintenance	0	100	0		500	web/hosting/maintenance
15d. Total administrative expenses	0-383	100	0	0	3000	sum of lines 15a-15c. Added to Total Expenses (line 22)
16. Printing, publications, postage	0-470	75	0		75	placeholder estimate based on history
17. Local meetings (including speakers)	3144-6100	3000	2663.9	3500	3000	Bells posters event (covers venue rental & food/drinks, A/V costs, printing)
		0	0	0	0	hold row for additional event/speaker
18. Meals	0-3900	0	0	0	0	no planned separate meal expenses
19. Travels subsidies to Councilors	2000-4500	3000	2957.08		3000	estimate based on history
20. Travel subsidy for Leadership Institute	0-1300	1000	1717.86	0	1700	for one attendee (typically chair-elect)
21. Other expenses (describe and itemize)	2500-6000	6000	6000	0	6400	Project SEED stipends (2 students)
	200-500	300	0	0	500	propose for WMU or KACS Science Symposium
	100-500	600	0		500	Great Lakes Regional Board Meeting
<b>22. Total Expenses</b>		<b>21475</b>	<b>18578</b>	<b>3650</b>	<b>27275</b>	
<b>23. Excess (Deficit) (item 12 - item 22)</b>		<b>-2225</b>	<b>6663</b>	<b>-3650</b>	<b>-9125</b>	

## Appendix 2: Treasurer's Report

Treasurer's Report for the KACS Executive Committee meeting on October 20, 2020

Current accounts summary:

PNC \$15,005.26      Note that we have one outstanding check as of 10/19/2020

Vanguard investments \$11989.08 in the VIPSX account  
\$18328.25 in the VWINX account  
\$30317.33 total account balance as of 10/19/20

Comment on Vanguard investments: both accounts gained slightly since last meeting on Sept 15 2020

Restricted funds:      **Project SEED: \$2350.12**  
                                 **IPG: \$1637.83**

Income since Sept 15: Deposit of \$300 for SEED program, Kalsec matching grant

Outgo since Sept 15: \$109.55 to reimburse Lydia for "self-inflating balloons" for NCW

Old outstanding checks: None

Total outstanding:      \$109.55

We have available:

PNC      \$ 14,895.71

**The 2020 Helen M. Free Award Winner  
October 20, 2020**

**7:00 PM** Dr. Douglas Williams – Welcome and Opening Remarks

**7:10 PM** *Words of Congratulations*

Dr. Brian Eklov, Director of Chemistry, Kalexsyn

Dr. Jed Fisher, Research Professor, Emeritus,  
University of Notre Dame,

Dr. James Kiddle, Professor, Department of Chemistry,  
St. Xavier University

Mr. Paul Dobrowolski, Scientist, Cayman Chemical

Mr. Carl Stachew, Process Engineer, Pfizer, Inc.

Ms. Annette Hoppenworth, Program Coordinator,  
Kalamazoo Valley Museum

Dr. Doug Williams, Research Fellow, Kalsec, Inc.

**7:45 PM** Dr. Lydia Hines, Emeritus ACS Member  
Keynote Address

**8:15 PM** Dr. Hershel Jude, Lead Scientist 1, Kalsec, Inc.  
Concluding Remarks

**Executive Committee Meeting Minutes**  
**Kalamazoo Section ACS**  
**Tuesday, September 15, 2020, 6:30 PM**  
**Location: Zoom Conference Call**

**Due to the COVID-19 Pandemic the September 2020 Executive Committee meeting of the Kalamazoo Section of the ACS will not meet in person. We will conduct the meeting via ZOOM:**

Present: Lydia Hines (LEMH), Andrew Simpkins (AS), Doug Williams (DW), Hershel Jude (HJ), Ed Thomas (ET), James Redwine (JR), Tomasz Respondek (TR), Bill Schinzer (BS), Andrew Walsh (AW), Luke Chadwick (LC)

Start: 6:34 pm

Zoom Meeting:

15. Secretary's Report (JR)
  - b. Review and approval of August 2020 minutes (**Attached at end**)  
**Minutes approved**
16. Treasurer's Report (BS)
  - b. Treasurer's Report (**Appendix 1**)  
**No activity, one check did come from ACS (\$576.60), looks like Jan-Jun local section dues. Budgeting season is coming up.**
17. Communications Chair (MW)
  - c. Newsletter Report
    - a. Status of Newsletter
  - d. Website report – update on webservice transition  
**MW not present. Did send an e-mail from Allison regarding the website.**
18. Student Organizations
  - a. WMU Chem Club (Andrew Simpkins, President)  
**Had first meeting (Virtual) of the semester. (Three speakers lined up – Dr. Teske; someone from Pfizer; and an "old e-board member"). ET asked if KACS members could join, the WMU Chem Club can send out additional invites.**
  - b. WMU CGSA (Emile Van Meter, President)  
**Not Present**
  - c. Kalamazoo College (Blake Tresca, adviser; Andrew Walsh, Grace McKnight)  
**K Chem club hasn't been able to hold any events/meetings yet. AW did comment that they are seeking speakers for virtual sessions. Looking at "Skype a scientist" type events.**
19. Project SEED (DW)  
**Expecting \$300 matching fund check from Kalsec. No response has been received from Ola Turkey.**
20. Old Business  
**None**
21. Upcoming Events
  - a. National Chemistry week Museum Day Event (LEMH)  
**9 Activities video taped last week for the virtual program. Information regarding how to register for the virtual museum activity will be posted on the KACS Facebook page and the Kalamazoo Valley Museum website; also at members' employer sites (e.g. Kalsec). The recording of the full program will be available on You-tube after its completion/presentation.**
  - b. Speed Networking (LC)

Tuesday Sept 22, LC is meeting with K-College to test the virtual speed networking tech. ET will also attend. Need to put together an invitee list for the mentors. Will update on status after the meeting.

## 22. New Business

- a. Fall KACS Elections in October (ET and LEMH)  
Chair elect (1 year-term) and Treasurer (2 year term) candidates will be recruited. Lydia has offered to run again for the 3-year Councilor term.  
JR to request election-only roster from ACS.
- b. Zoom meeting with chairs of other local section to discuss issues (ET) (**Appendix 2**)  
>Huron Valley Section had also canceled events, not sure when they will run again. Planning on joint meeting with Detroit, thinking that it may be virtual.  
>St. Joe Valley Section and U.P. Section actually have better engagement with Zoom meetings due to rural nature of those regions. KACS appears to host more activities than most of the other local sections.

Question: Do we want to set up a seminar series with nearby sections?

> METT Grant (Members Engaging Through Technology), \$2k available from, LSAC to assist local sections in virtual engagement. Website could potentially qualify; ET to work on grant application.

## 23. General Discussion

Discussion on increasing participation on the education/testing front, especially regarding how to engage college instructors to lend their knowledge/expertise and improve the program moving forward.

## 24. Next Newsletter (MW)

MW not present, looking for some stories; LEMH to get some articles to MW; we NEED monthly contact with members!

## 25. Next Meeting: October 20, 2020, 6:30 pm via Zoom

End at 7:25



## Appendix 1: Treasurer's Report

Treasurer's Report for the KACS Executive Committee meeting on September 15, 2020

Current accounts summary:

PNC \$14,705.26      Note that we have no outstanding checks as of today

Vanguard investments \$11,962.57 in the VIPSX account  
\$18,192.83 in the VWINX account  
\$30,155.40 total account balance as of today

Comment on Vanguard investments: both accounts gained slightly since last meeting on August 18, 2020

Restricted funds:      **Project SEED: \$2050.12**  
                                 **IPG: \$1637.83**

Income since June 16: ACS deposit of \$576.50 for "JanJun2020 LSDues"

Outgo since June 16: No checks have been issued since mid-June

Old outstanding checks: None

Total outstanding:      \$0.00

We have available:

PNC      \$14,705.26

## **Appendix 2: Michigan Local ACS Leaders Meeting**

Wednesday, September 9, 2020

Attendees: Hershel Jude and Ed Thomas

**Huron Valley Section:** Dr. Mary Lynam (chair), Dr. Yulia Sevryugina (chair-elect)

Summary: Have cancelled event like us, one being a student poster session. No plans for activities till new year. Joint regional meeting with Detroit in summer of 2021 in doubt. Will meet again in December to see if we can share new idea on how to proceed in this environment.

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Thursday, September 10, 2020

Attendees: Hershel Jude and Ed Thomas

**Upper Peninsula Section:** Dr. Thu Nguyen (chair), Dr. Lesley Putman (chair-elect)

**St. Joe Valley Section:** Mr. James Manore (chair-elect)

Summary: Have cancelled events like us, one being events around chemistry week. Both sections suffer from the large distances all members have to endure. Video meetings are seen as an advantage that cut down on travel time. Will meet again in December to see if we can share new idea on how to proceed in this environment.

**Michigan State University Section:** Later in the day called Dr. Selvan Severin (chair). Similar comments to those above. Does have an active seminar program and would be willing to share info with us.

Ed will stay in contact with all these leaders as a resource for our section.