

Executive Committee Meeting Minutes Kalamazoo Section ACS
Tuesday, September 17, 2019,
Kalsec 3713 W. Main, Todd Sales Building

Present: Kelly Teske (KT), Doug Williams (DW), Luke Chadwick (LC), Hershel Jude (HJ), Lydia E. M. Hines (LH), Mike Weslosky (MW), Megan Callaghan (MC), Tomasz Respondek (TR)

#meeting start time: 6:38 pm

#Secretary (KT)

- What do we need to execute the Fall elections? –
 - *nominees for Secretary (2-year appt):*
 - We need nominees!
 - *nominees for chair-elect (one-year position): Ed Thomas*
 - No need to recruit for chair-elect

Electronic ballot to be sent to all eligible members (see Fall Elections below) in October

Education Committee

- Discuss 2020 competitive exam next steps
 - Going digital - logistics.
 - Two rounds of testing
 - Can WMU help?
 - Doug will talk to Kim Lewis (KVCC) about organizing
- Would anyone like to draft a *job description* for the Chair position?
 - ??

#Treasurer (WS)

- Budget report – ([APPENDIX A](#)) attached
- 2020 Budget
 - Please send LRC your 2020 budget items ASAP.
 - LRC will have a **draft 2020 budget for the October meeting**
 - We will **dedicate November meeting to finalizing 2020 budget.**
- (2019 Proposed budget included to stimulate ideas, etc. as [APPENDIX B](#))

#Communications (MW)

- what appetite do we have for revamping our web presence?
 - We need upcoming events added to website (Bell's Recycle-a-poster event, and Chemistry Day at the Museum)
 - Streamline updating the website; Mike to talk with Mark Wolfman.
- LRC: quick summary of failed shared-agenda experiment
 - Will use google docs

#Student Organizations -

- WMU Chem Club (Megan Callaghan, President)

- Had first meeting Sept. 14th (Monday). 20 students showed up.
 - Will do 2 activities at Chemistry Day at the Museum.
 - Will have professors speak at their meetings
 - Will be purchasing Lab Coats or T-shirts with help of KACS funds
- WMU CGSA (Emile Van Meter, President; LH reporting)
 - Fall Ice Cream Social on Friday Sept. 13th in Chem Bldg at WMU was successful!
 - Next event? TBD - likely around Thanksgiving
- KZOO – No member present

#Councilor update (LEMH)

- Councilor Report distributed to EC prior to meeting and sent to Mark Wolfman for inclusion on website
- ACS' Leadership Institute 2020 in Atlanta, GA, January 24-26

#Project SEED update (DW)

- Was very successful experience [Thank you to mentors KT at WMU and Dwight Williams at Kalamazoo College]
- Re-routing of NHCL donations to program confirmed (\$2000)
- Pfizer foundation will be contacted soon to request donation for retiree's (Tom Runge's) volunteer work with KACS (Bill Schinzer)
- NHCL left-over money will be used for next year's SEED program
- Zoetis contacted as potential research location for SEED students (TR)

#Old Business (HJ/LH)

- *Chemistry Day at the Museum (NCW), October 12, noon - 4 pm - need more volunteers*
 - 12 volunteers so far. WMU ChemClub will be doing 2 activities. E-blast request for volunteers sent out to members; Program announcement sent to pre-high school teachers

#New Business –

- **Fall Elections! 2020 Budget!**
 - Results need to be sent in to ACS Secretary's office by Dec 1st
 - Request eligible-voter list from Carol Payton
 - Kelly will set up elections via SurveyMonkey
- **Speed Networking Event (LRC) @ Hicks Center Kalamazoo College, Monday September 30**
 - 23 mentors set up
 - Do students need to sign-up? Yes; need a link; KT to follow-up for interested WMU students to be included
- **Program in a Box – Marvelous Metals - LOCATION TBD**, October 22 at 6:45 PM
 - LH sent information regarding this program to WMU Chem Club and to K College Chem Students; WMU ChemClub considering participation; no word from K
 - Where to hold it- One Well? Wax Wings? Bells?

- **Recycle-a-Poster Event November 12 (TR)**
 - Keynote speaker: Prof Swarts from Central Michigan University
 - We need *someone from WMU to help coordinate poster session* (70% are from WMU) - KT will help with recruiting students
 - LH requesting a “Tribute” in recognition of IYPT from Sen Sean McCann’s Office- in process
 - Bell’s given same quote, regarding number of participants, as last year for the event; can change up to a week before event
 - Deposit paid - \$250
- **IYPT IPG program (DW/HJ)**

Program idea earned us an IPG from LSAC; now there is a need to accomplish the event, as a couple of potential Beer-source locations have ceased local operations.

 - Trying to find a location
 - Will be getting memento glasses made
 - October potentially?
- **Other new business?**
 - Fall 2019 MuseOn magazine from the Kalamazoo Valley Museum has an article on Kalamazoo women in STEM over the years, and features Anna Mae Searcy Miller (Upjohn Co.) recognized in at our NHCL celebration.
 - Announcements from Committee on Community Activities (National ACS) regarding topics for CCEW and NCW
 - CCEW 2020: Protecting our Planet through Chemistry; NCW 2020: Sticking with Chemistry; CCEW 2021: Reducing Our Foot-Print through Chemistry
 - Per LSAC *Salutes to Excellence* is a free plaque to be used to recognize non-ACS groups which contribute value to section programming

#Wrap Up –

- next EC meeting
 - date: October 15th, 6:30 PM
 - venue: Kalsec/Todd Sales Building
- Newsletter talk:
 - Need to include article requesting volunteers, and inviting participation at our KACS & Kal Valley Museum Outreach hands-on activity event with NCW theme “Marvelous Metals”
 - Advertise Oct 21 IYPT event at One Well and reminder
 - Bell’s **Recycle a Poster** event - post speaker and title, and recommend that readers look out for next announcement...
 - Ask Emile to write something up about the recent ice cream social
 - Solicit nominations for secretary for KACS (2-year appointment) – needs to be ACS member
 - Deadline by end of Thursday (Sept 19th)

#meeting end time: 8:10pm

APPENDIX A: Treasurer's Report for the KACS Executive Committee meeting on September 17, 2019

Current accounts summary:

PNC \$13313.20 Note that there are outstanding checks though.

Vanguard investments \$10808.65 in the VIPSX account
 \$16954.45 in the VWINX account
 \$27763.10 total account balance

Income since August: \$3142.50 SEED check from WMU Foundation (earmarked fund)
Outgo since August: \$1200 for two SEED student checks
 \$919.73 for LH Travel reimbursement (San Diego)

Recent outstanding checks: One SEED payment yet \$600
 Luke Chadwick reimbursement for Earth Day costs \$271.58
 Sabrina Leddy (Award) \$250
 Samuel Rabick (Award) \$100

Total outstanding: \$1221.58

Accounting for the outstanding checks issued in the last months, we have available:

PNC \$ 12091.62 total

Comment on Vanguard investments: very slight loss over the last month

APPENDIX B: 2019 proposed budget
(next month, we'll make something similar for 2020!)

ACS annual financial report line item	2019 Budget Proposal		
	estimated (\$)	comments	actual (\$)
Revenue			
1. Annual ACS allotment	7000	conservative estimate based on history	
2. New member commissions	50	conservative estimate based on history	
3. Donations, contributions	2000	Zoetis verbal commitment to support Bells poster event	
4. Rebate from ACS for Councillor travel expenses	2500	estimate based on history	
5. ACS awards or Grants received	1000	assumes KACS will pursue 1-2 ACS mini-grants in 2018	
6. Program revenue	0	no planned revenue-generating programs	
7. Local section dues	1700	estimate based on history	
8. Interest, dividends	500	estimate based on history	
9. Special events and activities			
9a. Gross revenue	9500	NHCL dedication event sponsorships and ticket sales	
9b. Less direct expenses	-9500	NHCL dedication event venue costs	
9c. Net income (or loss)	0	NHCL revenue minus expenses	
10. Meals	0	estimate based on history	
11. Other revenue	2500	Project SEED matching funds from ACS (2 students)	
	2500	Project SEED WMU local funding (2 students)	
12. Total Revenues	19750		0
Expenses			
13. Subsidies to subsections	600	student chapter support split between CGSA, WMU CC, K Col CC	
	500	to cover CCEW & NCW supplies	
14. Awards, scholarships, grants	5700	Ed Committee exam and awards program (including food, printing, etc)	
	150	Bells event poster awards	
15. Administrative expenses			
15a. Salaries			
15b. Professional fees and payments			
15c. Rent, utilities, maintenance			
15d. Total administrative expenses	100	placeholder for web site fees and misc.	
16. Printing, publications, postage	75	placeholder estimate based on history	
17. Local meetings (including speakers)	3000	Bells posters event (covers venue rental & food/drinks, A/V costs, printing)	
18. Meals	0	no planned separate meal expenses	
19. Travel subsidies to Councillors	3000	estimate based on history	
20. Travel subsidy for Leadership Institute	2800	\$1000 for Chair, \$1800 for Chair-Elect	
21. Other expenses (describe and itemize)	5000	Project SEED expenses (2 students)	
	300	Lake Center Elementary donation	
	500	Great Lakes Regional Board Meeting	
	100	KACS Meritorious Service Award (Chris Pruiss)	
	1500	National Historic Chemical Landmark dedication event funding	
22. Total Expenses	23325		0
23. Excess (Deficit) (item 12 - item 22)	-3575		0