

Executive Committee Meeting Minutes
Kalamazoo Section ACS
Monday, August 7, 2017, 6:30 – 8:00 pm
Café 36, 2925 Oakland Ave. (above Sawall's)

Members present: Steve Secreast (SS), Angela Willson-Conrad (AWC), Lydia Hines (LH), Bill Schinzer (BS), Andre Venter (AV), James Kiddle (JK), Greg Johnson (GJ), Doug Williams (DW), Elke Schoffers (ES), Jeff Bartz (JB)

Start time: 6:31 pm

End time: 8:05 pm

1. Secretary (AWC)

- **Minutes** – We made a few changes to the June minutes. June minutes were approved and will be sent to Mark for posting on the website.

2. Treasurer (BS, AV)

- **Treasurer's Report** – We received Lydia's rebate for San Francisco travel from ACS and the money (\$333) for P3; we have money coming in for Project SEED and Bridging the Gap. We also need to move the money (just over \$1000) from PayPal from the Anniversary event. Other than outstanding checks for SEED, we had one check outstanding to Elke - Andre recut this check (made out to Division of Environmental Chemistry) so that it can be cashed. Andre will also update the Treasurer's Report to show the IPG Grant for Lab Coats in reserve. Andre passed all of his treasurer documents to Bill officially.
- **Bank Account** – Bill agrees that we should change banks to something that is more local. Andre says he will write a check for our outstanding balance in the Bank of America account, so that we can create the new account. Bill suggested banking with PNC for the new account. We discussed keeping the Bank of America account open temporarily, so we know our payments from ACS have been successfully transferred over (like Project SEED payments and local section dues). The EC approved a bank account move to PNC. For this new account, we agreed that the treasurer and the councilors, rather than the chair should be added as signatures. This keeps us from having to change chair signatures every year.

3. Communications (CP)

- **Newsletter** – Send items for the newsletter to: ACSkzoo@gmail.com by Thursday, August 31st, for Monday, September 11th publication pending Chris' approval. **Content includes:** chair comments (SS), call for volunteers for NCW (LH), Project SEED summary (DW), Report on ACS Spring Meeting Climate change symposium (ES), Lab coat announcement (SS), Speed Networking offer (JB)
- **Website and Facebook page updates** – We need to reach out to Mark about updating the website. Steve will follow up with Mark about the website.

4. Councilors (LH, DW)

- **National Meeting** – The council agenda just came in late July for the DC meeting. There was nothing unusual on the agenda. Agenda items included elections for committees and President-elect for ACS National.
- **Project SEED** – Everything has been going well with Victor's employment at K College. He has been synthesizing compounds to be purified and tested for further research. He has been cashing his checks with no problem. Victor also plans on meeting with Doug's wife about college applications. His last day of employment is August 25th and his summary report is due August 31st. We discussed how we could further support him in ACS by offering him a year of membership.

5. Education Committee (MW, JK)

- **Updates** – Mike was not present to give us an update. James said that if Mike is not able to continue as Education Committee Chair, then James will keep giving the competitive exam or if anything else needs to be done. We need to follow up with Mike.

6. Chair (SS, BE)

- **Lab coat IPG** – The 60 lab coats and local section patches were ordered and received. They were sent out to have the patches sewn on them and will be available on August 18th. They are available to loan to anyone who would like to borrow a lab coat. We would like to reserve these coats for students and other volunteers who do outreach for the local section. We had a discussion about selling lab coats and replacing them so we have a supply to loan (per the grant). We should include information about their availability in the next newsletter. We had a brief discussion about how to go about loaning out these lab coats based on our IPG grant. WMU Chem Club thinks they would have no more than 15-20 members who do outreach and K College says they would have no more than 20 members who would do outreach. This would leave us with approximately 20 lab coats for our own members who do outreach.
- **Bridging the Gap Mini-grant** – In the grant we stated that we would hold some sort of membership drive event. At that event we would be able to give away approximately 8 ACS memberships to college students from WMU and K College. Steve will follow up with Audrey and Greg about the best way to hold this event.
- **NHCL nomination** – A few members put together and submitted a nomination for Upjohn's work on steroid research. This nomination will most likely be reviewed at the national meeting in D.C. The museum is on board as our host organization. We look forward to hearing from the selection committee.
- **Strategic Plan update** – Steve had reworking our strategic plan in his annual goals. Unfortunately, it is very expensive to hold an ACS-sponsored event (over \$6000). We had a discussion about the value of doing a strategic plan and the reviews from the members present were mixed. The

general consensus was to somehow bring together members who we know may have opinions about the future of our section. This may tell us how best to proceed with a strategic plan (meeting with members, surveys, bringing in a facilitator, bringing in an ACS facilitator). We will discuss this more in the future and it was tabled for now.

- **Climate Change Symposium Support** – Elke has made a request for \$300 to contribute to organizing an event at the National meeting about “Science & Perception of Climate Change”. The money would go to fund registration, travel, and advertisement on the ACS event website. The EC approved \$300 for this event that will come from the old Climate-Science grant. Bill will contact Andre about getting this check to Elke for the Division of Environmental Chemistry.

7. Student Chapters

- **K College (Audrey)** – No update. We don’t know who is going to be in charge of their club moving forward.
- **WMU Chem Club (Greg)** – The Chem Club is working on scheduling their normal meetings for the academic year. They are all set for Bronco Bash. They won’t have more news until the academic year has started.
- **WMU CGSA (Wisam)** – No update.

8. Old Business (All)

- **Speed Dating Event** – Jeff Bartz indicated that K College is interested in coordinating an event that connects students with working chemists in the community to give the students more ideas about potential job opportunities after graduation. This may also give them some ideas about what they can do between now and graduation to improve their job prospects. It would be good to have a report that we could include in the newsletter to recruit members that could participate in an event. Event could be held in early October.

9. New Business (All)

- **Meetings** – Lydia thanked us for our reimbursement for travel to the Fargo meeting. We were ahead of the curve - and The Great Lakes Region Board approved asking Local Sections in the Region to reimburse representatives’ expenses for their participation at Board meetings; this would be necessary only every other year as the Great Lakes Region hosts or co-hosts meetings in odd-numbered years. The next Great Lakes Regional Meeting will be on May 1-4, 2019 in Skokie, Illinois, and will be co-hosted by the Chicago and Joliet Sections.
- **NCW** – Chemistry Day at the Kalamazoo Valley Museum will be on Saturday, October 14th (12 to 4pm); the theme is “Chemistry Rocks”.
- **Lake Center STEM** – Lake Center Elementary is holding their annual STEM Program on November 30th (6:30 to 8pm). They are looking forward to having the WMU Chem Club come back and participate.
- **Haverhill Halloween Science Day** – Angela is also coordinating with Haverhill to hold their 4th annual event demonstrating chemistry experiments for the student body..

- **Video project** – Steve is coordinating a video project having people on the streets name the elements of the periodic table.
- **Elections** - Chair, Councilor, and Secretary elections need to be held in October. Lydia has been nominated for Councilor and Angela has been nominated for Secretary. We can call for more nominations in our newsletter.
- Our **next EC meeting** will be **Tuesday, September 12th at 6:30pm**. Tentative location: Café 36 (Above Sawall's)