

Executive Committee Meeting Minutes
Kalamazoo Section ACS
Wednesday, August 21, 2019 6:30pm at
Kalsec 3713 W. Main, Todd Sales Building

Present: Kelly Teske (KT), Doug Williams (DW), Hershel Jude(HJ), Bill Schinzer(WS), Lydia Hines(LEMH), Emile Van Meter (guest)

#meeting start time: 6:31 pm

#Secretary (KT)

June Minutes were approved

- Between Hershel and Kelly: we can't have meetings on Monday, Wednesday or Thursday evenings through the fall.
 - Meetings will be on Tuesdays
 - September meeting will September 17th at 6:30 pm

Education Committee (EdCom)

- LRC: Brainstorming activity recap
 - Kim Lewis will take over the exams if we are capable of making them digital and using KVCC as a testing location for the final exam. Students come in at their own convenience.
 - Merging outreach- more cohesive
 - Interest in learning best practices from other local sections
 - Suggest we separate these projects
 - 2020 competitive exam will occur- need to define logistics
 - work to define ECoKACS Chair *job description*.

#Treasurer (WS)

- 2020 Budget
 - Heads-up: I'll be asking for your 2020 budget items soon. We will **dedicate November meeting to finalizing 2020 budget**.
- Budget report – ([APPENDIX A](#))
- WMU Project Seed money- Lydia gave a cheque representing the remaining WMU Foundation SEED Fund money to Bill for deposit.

#Communications (MW) -

- LRC: sales-pitch from StarChapter regarding web-based services (see APPENDIX B –Notes from StarChapter sales pitch)
 - There's quite a bit of value here. Is it worth ~\$150/month?
- National ACS encourages us to use this resource: <https://communities.acs.org/community/society/acs-governance/best-practices/pages/welcome>. It provides a wealth of guidance on SOCIAL MEDIA, OUTREACH, GOVERNANCE, INTERNAL COMMUNICATIONS, and more!
- Discussion deferred to the next meeting in September

#Student Organizations - 10 minutes

- WMU Chem Club (2019-20 officers listed below)
 - President: Megan Callaghan
 - Vice President: Jerome Davis
 - Treasurer: John Getson
 - Secretary: Andrew Simpkins
 - Events Coordinator: Sydney Collins

- WMU CGSA (Emile Van Meter)
 - September 17th for Fall Ice Cream Social at 1pm in Chem Bldg WMU
 - Will extend invitation to KACS and K College
- KZOO (AT/SL) – no one present

#Councilor update (LEMH) -

- Meeting next Wednesday, 8/28, in San Diego
- Desire to simplify Constitution & Bylaws to make them a living document
- Make membership more affordable for graduate students and retain membership
- New VP of Publications Division
- Retention of 98% of members this year

#Project SEED update (DW) –

- In progress, going well
- Symposium 11am-2pm Friday, August 23rd at K College at the Fine Arts Building. Two sessions 11am-12pm and 1pm-2pm
- Contacted Zoetis and other local companies asking for donations to SEED

#Old Business –

- Defunct email addresses - many are no longer on roster. Follow-up with people regarding membership status
- Who can be an ACS member? Bylaw 1 sec 3 subsections 1-4: an earned bachelor degree in chemistry, natural sciences, science education; Associates degree; licensure; HS students cannot be members.

#New Business –

- **Fall Elections!** We need to **nominate a Chair-elect** (1-year term) and **Secretary** (2-year term)
 - Please send Kelly names of candidates!
 - Election-only roster needs to be used (should be requested from Carol Payton who sends out the monthly e-roster - Results must be sent to Secretary's Office at National by December 1 (need to send out election materials) Use Survey monkey
 - WS, LEMH, DW to try to recruit candidate(s)
- **Speed Networking Event** @ Hicks Center Kalamazoo College, September 30 – HJ to follow up with Luke Chadwick
- **Museum Day** October 12 (HJ/LH)- HJ will be taking care of this; LEMH will be out of the country on that day but is working alongside HJ for smooth transition. **Need volunteers;** must get the information out to members to volunteer. We agreed to purchase children-size goggles; HJ to submit order. [Get 300 + 144 = 444 goggles for ~\$800 <https://www.teachersource.com/product/youth-safety-glasses/lab-equipment-goggles>]
- **Recycle-a-Poster Event** November 12 (TR)- Official tribute for IYPT ?
- **IYPT program** (DW/HJ)- Working on it, putting schedules together. Latitude 42 and One Well
- Anything else?

#Wrap Up –

- next EC meeting
 - date: Tuesday, September 17, 6:30 PM
 - venue: Kalsec/Todd Sales Building

#meeting end time: 8:00 pm

Treasurer's Report for the KACS Executive Committee meeting on August 21, 2019

PNC	\$13715.43	Note that there are outstanding checks though.
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Income since June:	\$5989.71	ACS transfers incl SEED, commission, councilor reimbursement for travel, and NHCL contributions
Outgo since June:		\$3600 for SEED checks
		\$1100 for awards (May)
		\$600 for LH Travel advance (San Diego)
		\$964.62 for SLS NHCL expenses
		\$35.28 for HJ, Travel reimbursement

Recent outstanding checks:

- Sam Zomer Photography (NHCL) \$225
- Two SEED payments yet \$1200
- Luke Chadwick reimbursement for Earth Day costs \$271.58
- Sabrina Leddy (Award) \$250
- Samuel Rabick (Award) \$100

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

Comment on Vanguard investments: very static, almost no change from 2 months ago

APPENDIX B –Notes from StarChapter sales pitch

From: Katie Ketter [<mailto:kketter@starchapter.com>]

Sent: Wednesday, July 3, 2019 3:25 PM

To: Lucas Chadwick <chair@kalamazooacs.org>

Subject: StarChapter Post Demonstration

...here is a brief overview of the admin side of the system: [Welcome to the New Admin Area](#)

Attached you will find our virtual [brochures](#) and some [customer testimonials](#) to review and share with the rest of your board.

The link for our compatible gateways can be [found here](#).

Based upon the number of members you have, you fall into our Premier Plan. Information regarding the pricing, as well as exactly what is included in this plan, can be found here: <http://www.starchapter.com/Premier>.

StarChapter currently works with 2 ACS chapter. Here is the Chicago link, (Detroit is currently in implementation) along with several other chapters that highlight some of the other functionalities of the system:

1. [ACS - Chicago](#)
2. [BOMA Greater Tampa Bay](#) (They have a very successful sponsorship program)
3. [NACE San Diego](#) (extensive member directory)
4. [AWMA St. Louis](#) (clean and readable website)
5. [AAF- Fort Worth](#) (Great site- bright, content rich, and functional)

During the demo, we talked a lot about [growing the membership](#), [getting younger members to join](#), and [engaging people at the events you are putting on](#). Feel free to click on the hyperlinks for some of our StarChannel resources.