

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**4 December 2003**

Meeting called to order at 4:44 PM at Pfizer B126 1-A.

**Present:** Ben Maxey (BM); Brian Buffin (BB); Patrick Irish (PI); Lydia Hines (LH); Don Schreiber (DS); Sheryl Loux (SL); Mike Kiella (MK); Karina Kwok (KK); and Kent Alleman (KA).

1. **Agendas Distributed.** Call for agenda additions or corrections. PI requested the addition of *public relations coordinator* discussion under new business. MK moved for acceptance of the agenda as modified, DS second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the November 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. SL noted an error in the election slate. 4.b.i should note that "SL" is running for alternate councilor (vs. "JL"). LH moved for acceptance of the minutes as corrected, SL second. Vote: all in favor.
3. **Treasurer's Report.** MK distributed treasurer's reports dated 13 November and 4 December, 2003. No unusual expenditures or events occurred in these two months. All obligations of the section have been met. An updated statement from Merrill-Lynch for the money market account was unavailable at the time of the meeting. PI moved for acceptance of the treasurer's report, BB second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *2003 Chemistry Day at the Museum.* BM noted the success of this program. Approximately 1300 participants. Only concern was the low "flow" of visitors to displays in the KVCC building. PI suggested some form of "extra thanks" to JL for all her efforts to make the event a success.
    - ii) *St. Monica's NCW Speaker.* DS noted that the planned presentation by the WMU SAACS chapter failed to occur due to scheduling conflicts and communication breakdown.
    - iii) *Election Results.* Kent Alleman was elected to the position of *chair-elect*, Joan Esson was elected to a 2-year term as *secretary*, and Sheryl Loux was elected to another 3-year term as *alternate councilor*. All three were elected in "landslide" victories, receiving 100% of the votes cast.
    - iv) *2004 Proposed Budget.* MK distributed a 9-page document detailing the proposed 2004 KACS budget. Included in this information was a line-item accounting of 2003 expenditures, the approved 2003 budget against which these expenditures were incurred, and the proposed 2004 budget. Much discussion ensued, primarily focused on increasing the amount allocated to the exam committee in order to increase the value of individual awards. Current "honorable mention" awards do not cover the cost of dinner for 2 parents at the banquet. DS moved for approving a deficit budget by increasing line 701 from \$3,875 to \$5400, SL second. Vote: 8 in favor, 1 opposed (MK). In order to offset the cost of this increase, it was suggested that an additional line (703) be added for income that can be raised to support this valuable program. SL noted that line 908 (boy scout merit badge) should be moved to line 909 for this year. BM requested that income line 2300 *local section dues* be decreased from \$3,800 to \$2500 to more realistically reflect expected income following the Pfizer acquisition. LH moved for acceptance of the 2004 budget as modified, SL second. Vote: all in favor.

b) **New Business**

- i) *Update of WMU SAACS Account.* MK noted that a scheduled meeting between himself and student affiliates at WMU to discuss and evaluate several key points related to oversight of their financial account did not occur due to scheduling conflicts and communication breakdown. This is required as part of the agreement allowing the SAACS chapter to use the local section ACS Tax ID number. MK also noted that the chapter still needed to provide data on student enrollment before funds could be dispersed. For the 2004 budget, the chapter has also requested \$100 to host a chemistry quiz competition as a recruitment tool.
- ii) *WMU SAACS Grant Proposals.* MK noted the need to further discuss this item with the student affiliates before presenting info to the EC.
- iii) *No Discussion*
- iv) *No Discussion*

c) **Defer to January Meeting**

- i) *Reorganize KACS Financial Report*
- ii) *Salutes to Excellence Awards to the Kalamazoo Air Zoo and Gerard Pahl*
- iii) *Chemistry Day Banner*
- iv) *Girl Scout Merit Badge.* SL noted that this event will be held on 13 March 2004. Call for volunteers needs to go in the January newsletter. Media coverage to be coordinated.
- v) *Spring Tour Speaker.* Mary Ann Nefcy will speak at WMU on Friday, April 23, 2004. PI to organize. BM suggested trying to schedule at an earlier time than normal due to the impending weekend following the talk.

5. **Committee Reports**

- i) *LH* – updated the EC on activities of committees she chairs.
- ii) *SL* – updated the EC on activities of committees she chairs. Noted the need for awards nominations announcement in next newsletter. Also noted that there will be open positions on the WCC steering committee.
- iii) *DS* – noted that the annual High School symposium is likely to move from Fall semester to Spring. Details on an *exam committee* proposal from Dave Reinhold were forwarded to the EC.
- iv) *KK* – updated the EC on newsletter happenings. Questioned how to coordinate the newsletter distribution with the membership list. Suggested expanding the electronic distribution option that has been in place. Also, noted the desire to place brief biographical descriptions of the new EC officers in the January newsletter (noticeably absent from the election slate). PI noted that a call for nominations ought to occur in the May/June newsletter with elections in the September/October issue (as required by our bylaws).

LH, as part of councilor official duty, distributed to BM a postcard from ACS national noting that 2003 annual report information has been distributed to section chairs.

Meeting adjourned at 6:48 PM by unanimous vote. Next meeting will be held on 8 January 2004 in Pfizer B126 1-A.

Minutes recorded by B. Buffin