

Executive Committee
Kalamazoo Section, ACS
MEETING MINUTES
6 November 2003

Meeting called to order at 4:37 PM at Pfizer B126 1-A.

Present: Ben Maxey (BM); Brian Buffin (BB); Dean Cooke (DC); Patrick Irish (PI); Lydia Hines (LH); Julie Lorenz (JL); Joan Esson (JE); Sheryl Loux (SL); and Kent Alleman (KE).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. BB moved for acceptance of the agenda, PI second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the October 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. PI moved for acceptance of the minutes without correction, DC second. Vote: all in favor.
3. **Treasurer's Report.** MK unavailable at time of meeting. Electronic copy of Treasurer's report to be sent prior to next meeting or a complete update will be given at the December EC meeting.
4. **EC Action Items**
 - a) **Old Business**
 - i) *Reorganization of KACS Financial Report.* This item was tabled until a future meeting.
 - ii) *KACS Advertising Policy.* Approved at October meeting.
 - iii) *2004 Budget Workshop.* This item was tabled until a future meeting.
 - iv) *2003 Chemistry Day at the Museum.* JL noted that there are currently over 100 volunteers and 26 demonstrations scheduled for the event to be held on 8 November. Media is being coordinated through KVCC and the museum. Placemat advertisements were distributed to local eateries. Pfizer photographer is planning on capturing pictures of the event. Demonstrations can be setup beginning on Friday afternoon. All planning is complete to date.
 - v) *St. Monica's NCW Speaker.* WMU Student affiliates are planning to do chemical demonstrations for this school.
 - vi) *Fall High School Student/Teacher Symposium.* BB noted that the event was held on Tuesday, 4 November at WMU. Attended by approximately 225-250 individuals. Keynote address on atmospheric chemistry by Dr. Steven Bertman of WMU. Education committee is looking at ways to change program in the future due to limited classroom space and other logistical problems. May opt for a spring event in late April or early May.
 - vii) *KVCC Museum "Challenger" Anniversary Celebration.* KACS presented 3 "salutes to excellence" at the celebration held in downtown Kalamazoo on 10/18/03.
 - b) **New Business**
 - i) *Election Slate.* JL running for alternate councilor. KE running for Chair-elect. JE agreed to run for secretary at the EC meeting. BB moved for acceptance of the slate as modified, DC second. Vote: all in favor. Ballots will be printed in the upcoming newsletter. Need to certify results by December 1. EC should work at getting slate finalized earlier in the year to give membership more time to vote in the future.

- ii) *Salutes to Excellence Awards to the Kalamazoo Air Zoo and to Assistant Education Director Gerard Pahl.* LH requested that the Kalamazoo section award these recognitions at an air zoo event to be held in mid-December. LH has contacted a representative at the KAZ about the awards. Award to Gerard Pahl to be kept secret until the time of the event. LH to coordinate applications for the awards with National ACS and present them at the Air Zoo. PI moved for acceptance of this request, JE second. Vote: all in favor.
- iii) *Chemistry Day Banner.* LH requested information on the current layout of the NCW banner. BM confirmed that the top of the banner includes the NCW "theme", the second row has "Chemistry" in bold letters, and the bottom row includes the dates. LH suggested that the "theme", which needs to be updated each year, is not needed and is a waste of KACS resources. LH suggested a more "generic" design that could be reused each year. After discussion, it was suggested that the banner dates should advertise the "Museum Day" rather than NCW. BM and PI will bring a suggested design and generic slogan to a future meeting.
- iv) *Spring Tour Speaker.* PI noted that no time was devoted to the ACS Tour Speaker process at the St. Louis local section officers meeting. The national coordinator of the tour speaker service was not present at the meeting. Thus, there is currently no plan to have a tour speaker visit the Kalamazoo section in Spring 2004. BM suggested a local chapter meeting in lieu of a tour speaker. SL concurred and suggested a dinner meeting and talk as has been done in the past. A request for local individuals willing to give a talk could go into the newsletter. KACS would then have a register of local section speakers for upcoming technical and general public talks. Details for Spring 2004 to be decided at an upcoming meeting.
- v) *December EC Meeting.* BM suggested having a holiday potluck as part of the December EC meeting. Event to be held at his house following the normal EC meeting at Pfizer. BM to coordinate dishes, etc.

5. Committee Reports

No committee reports were provided

Meeting adjourned at 5:30 PM by unanimous vote. Next meeting will be held on 4 December 2003 in Pfizer B126 1-A.

Minutes recorded by B. Buffin