

**Kalamazoo Section ACS
Executive Committee Meeting Minutes
Wednesday, June 19 2019 6:30pm
Kalsec 3713 W. Main, Todd Sales Building**

Present: Kelly Teske, Stephen Secreast, Hershel Jude, William Schinzer, Lydia Hines, Mike Weslosky, Jeff Bartz, Tomasz Respondek, Luke Chadwick.

#meeting start time: 6:30 pm

#Secretary (KT) - TBD

- ~~Approval of previous meeting minutes~~ (done!)

There will be no July meeting

- **Meetings will be on Tuesdays at 6:30 pm starting September**

Education Committee (EdCom) - 10 minutes

- LRC/all!: Recruiting efforts

A small number of the recipients have responded and no dates overlap

- Meeting regarding the Education program will be Monday, July 15th - 5-7 pm
 - Education-related E-roster [data](#) and some [Infographics](#) for the meeting compiled by Luke were projected

#Treasurer (WS) - 3 minutes

- Budget report – ([APPENDIX A](#))
 - There are 6 awardees, from our May Education Program, who have not cashed their cheques yet.

#Communications (MW) - 5 minutes

- Email addresses on website have been revamped:
 - Have each role (chair, secretary, etc.) have their one associated KACS email that is inheritable to each new person.
 - <https://kalamazooacs.org/about/officers.html>
- Changes to contact info to be sent to Mark Wolfman:
 - Add phone number for Doug Williams 269-349-9711 x3298

#Student Organizations - 10 minutes

- WMU Chem Club - No report; WMU not in session; new officers' list is below:
 - President: Megan Callaghan
 - Vice President: Jerome Davis
 - Treasurer: John Getson
 - Secretary: Andrew Simpkins
 - Events Coordinator: Sydney Collins
- WMU CGSA (KT) – No report; efforts to re-schedule the June picnic were unsuccessful
- KZOO (AT/SL)
 - Funding request for “DowBQ 2019” (the request was approved)
- KVCC (?) - None – no student group currently at KVCC

#Councilor update (LH) - 5 minutes

- Elections scheduled for council meeting; too early for Agenda receipt for August National Meeting

#Project SEED update (DW) – 5 minutes – in absentia; written report below:

- **Project SEED set up.** Our two students have met their mentors and will begin work on July 1. They are:
 - Yanari Raines, rising senior at Kalamazoo Central High School, working with Kelly Teske at WMU
 - Riannat Sanusi, rising junior at Kalamazoo Central High School, working with Dwight Williams at K-College
- **Project SEED funds from sources (for Bill's attention).** The ACS Project SEED office has been running a little behind this year as they work to refill a key role due to retirement and upgrade their administrative

and communication tools. Our student applications were filed on time (before June 3). I have received and distributed welcome letters and booklets for mentors and students. The first payment of \$1500 from ACS should be delivered to us this month by direct deposit. The second ACS payment of \$1000 will be sent to us in September after our students have submitted their final reports. Lydia has received my request for release of the balance of Project SEED funds from the WMU Chemistry Department account (approx. \$3100). She has been following the request with Don Schreiber to see that the payment is made.

- **Project SEED student paychecks (for Bill's attention).** I will need paychecks of \$600 each prepared for Yanari and Riannat for me to deliver to them on July 12, July 26, Aug 9 and Aug 23. That is a total of \$2400 and four checks for each student. These can be sent to me by mail at Kalsec (P.O. Box 50511, Kalamazoo, MI 49005-0511) or I can arrange for a physical handoff when I return to Kalamazoo in early July. The final check of \$600 for each student will be held until they have submitted their final report. I will request those at the appropriate time.

#Old Business – 5 minutes?

#New Business – 10 minutes

- **Recycle-a-Poster Event (TR)**
 - Keynote Topic for Recycle-a-Poster event in November? Medical marijuana in front but there's no clear winner-
 - **will find a good speaker available on date and then go from there (i.e. figure out topic)**
 - **Nov 12th as possible poster session date – TR has contacted Bell's**
 - Need to organize food, drinks
 - Elke will organize the students presenting and programs
 - https://www.surveymonkey.com/analyze/CSHzR_2FX75jmJaywdhWGGiijoQskJnMG_2Fa5agL8jv7II_3D?tab_clicked=1
- **NHCL events were huge success by all accounts! GREAT WORK STEVE!!!**
 - Excellent job!!
 - National landmark dedication event will be added to national website
 - **IYPT program (DW/HJ).** We are working on lining up dates and commitments from local breweries. HJ and DW could use some help with tap handle, pint glass, coaster design and building a web page for our events in the next month and a half. Please let either know of willingness to assist
 - Mike will help with getting a logo/mock ups together for IYPT swag
 - Need someone to make website?
 - Event will be tentatively Sept. or Oct.
- **LRC: we have LOTS of defunct email addresses**
 - Will go through emails and determine new addresses; attempt to contact and request that individuals to update e-mails on their record at National, which is the source of our e-Roster information.
- **Anything else?**
 - STEMfest- we had been told there would be a write-up for the newsletter
 - Outreach webinars on National website explaining how to be better with outreach - will bring to our members' attention through the newsletter - a link in the newsletter?
 - Steve Secreast was given a Past-Chair pin
 - There was comment regarding our KACS P3 Award receipt at the Great Lakes Regional Meeting, and subsequent follow-up comments regarding beginning to plan for the Speed Networking event this fall

#Wrap Up – 2 minutes

- **next EC meeting date: Wednesday August 21, 6:30 PM (no meeting in July!)**
 - next EC meeting venue: Kalsec/Todd Sales Building

#meeting end time: 8:00 pm

APPENDIX A – Treasurer’s Report

Treasurer’s Report for the KACS Executive Committee meeting on June 19, 2019

Current accounts summary:

PNC \$23,944.32 Note there are MANY outstanding checks though.

Vanguard investments \$10,677.83 in the VIPSX account
 \$16,548.08 in the VWINX account
 \$27,225.91 total account balance

Income since last month: \$10,319.84 ACS transfers incl SEED and NHCL contributions

Outgo since last month: \$1,085.37 for reimbursement to Steve for NHCL items
 \$155.70 to Tom Runge for NHCL
 \$1,000 to PMN for NHCL video
 \$4,879.86 in checks to cover the May 6 2019 Awards Event
 \$3,723.50 to cover the KVCC May 17 catering by MRG (NHCL)
 \$9,918.60 to cover the Radisson invoice for the NHCL dinner

Older Outstanding checks:

 \$300 to Elke Schoffers for reimbursement of two years’ gift cards at Bells’s poster event.

All outstanding checks: \$11,403.98 in sum (from May onward)

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

PNC \$ 12,540.34 total

Progress on changing the Vanguard custodian: transfer is completed and WCS is only custodian now.

