



Executive Committee Meeting.

February 19th, 2024, 7:00pm EDT. Via Zoom.

Attendees:

Role	Officer	Vote	Name	Present
Chair	Y	Y	Peter Bonk	Present
Chair Elect	Y	Y	Kristin Di Bona	Present
Treasurer	Y	Y	J Louise Liu	Present
Secretary	Y	Y	Jason Lye	Present
Past Chair		Y	Harry Elston	
Councilor		Y	Joe Sabol	Present
Alternate Councilor		Y	Mukund Chorghade	
Programming Chair		Y	Xu Simon	Present
Membership Chair		Y	David Cunningham	Present
Contract Webmaster			Tracy Champagne (external to SCHB)	

Approved:

Date:

Ready to publish:

Date

Action items:

Who?	Action they will undertake or lead.	By When?
Jason	Follow up with Angela - Electronic Confirmation copy via email	Feb 29
Joe	To find a picture of Sharon Vercellotti and make a poster of her for NOLA	NOLA
David	Is in charge of engaging at the Division Row: Budget: \$ 300	NOLA
Joe	To bring all the SCHB swag he has for the Division Row	NOLA
Jason	Update the website to remove the promise of “a booth at the expo for \$700”	ASAP

Voting Decisions Summary:

Proposed?	Motion	Seconded	Outcome
Joe Sabol	\$ 155 budget for flowers for Sharon Vercellotti	Jason	Passed
David C	Decision on whether to opt in on Councilor Incentive Allotment through ACS and accept the money from ACS.	Jason	Passed
David C	For in-person travel to council, SCHB will reimburse necessary and appropriately documented expenses up to \$2,000. The councilor may petition the EC for additional expenses if they are incurred.	Kristin	Passed
	David: The membership committee is requesting a budget for up to \$300.		Passed by general consensus
David C	Meeting adjourned at 8:55pm EST	Jason	Passed
	Peruse Labs - SCHB will subsidize their booth at 2024 Spring meeting in the amount of \$500 (received through a grant.)		General consensus

Discussions summary: (not in any order)

Who?	Discussion	Outcome
Peter B	Call to Order at 7:04pm	
Jason L	Secretary Report: Letter sent to Dr. Angela Wilson thanking her for the \$ 9,500 she gave us for entrepreneurial educational events.	
Louise L	Treasurer Report - attached	
David C	Membership Chair Report	

Who?	Discussion	Outcome
Peter	<p>ACS Leadership Institute highlights</p> <p>Peter : The classes were OK, but what was so valuable was meeting each other and getting to know each other in Atlanta. Also, other SCHB members joined us.</p> <p>Xu: Future of meetings track. Change meeting format to make ACS more relevant. Fewer concurrent sessions to reduce competition. Smaller footprint. 2025 - new format for national meetings.</p> <p>Jason: Agree with Peter: Classes were OK, but meeting the new team in person and getting to know them was invaluable.</p>	
Louise L	Expense Reports Expense reports submitted - reimbursement in process.	
Peter B	<p>SWRM Sponsorship follow up (\$500) This was authorized last year. Oklahoma City - for an entrepreneur event.</p> <p>Did meet SWRM. Peter was offered a check for \$500 for travel to the event. Peter told them that that was not the intention of the donation. He's been going back and forth with SWRM — He would accept \$150. They have not sent him a check for \$150 yet, so he may deposit the check and send them another donation of \$350...</p>	Update next meeting.
	<p>Honoring Sharon Vercellotti - NOLA</p> <p>Xu : CARB was enthusiastic, however, have been less responsive lately.</p> <p>Joe S Can we acknowledge Sharon in our Sunday Symposium? Yes!</p> <p>Joe S What about Denver in the Fall?</p> <p>Joe S Does anyone have a poster or photograph of Sharon?</p>	See actions
Peter / Xu S	<p>NOLA Programming arrangement with CARB</p> <p>Joint NOLA / CHAS reception: Napoleon House Monday 3/18 5:30pm - 8:00pm (Chemical Health and Safety has done the heavy lifting.)</p> <p>Industry Networking Reception: Hilton New Orleans Riverside Monday 3/18 6:30pm - 8:30pm</p> <p>Division Row: Sci-Mix Hall C Conv. Ctr. Monday March 18th 8-10 pm (seeking warm bodies)</p>	
Peter B	Councilor reimbursement for NOLA. ACS Rules say that SCHB have to opt in for the councilor Incentive Allotment (\$2,000)	See Votes
Peter B	Decision on whether to opt in on Councilor Incentive Allotment.	See votes

Who?	Discussion	Outcome
Peter B	<p>At what level for Councilor reimbursement ?</p> <p>Peter: Last committee chose not to reimburse our councilor last year.</p> <p>David: The reimbursement should cover the whole meeting - not just the council meeting.</p> <p>Peter: ACS gives us \$2,000 - but what do we want to pay?</p> <p>Joe: Should we pay up to \$2,000 of necessary and reasonable expenses? If there is more expenses, then they can come to the EC and request.</p> <p>Joe: We should talk about covering some of the officers too?</p> <p>Peter: How about we move to reimburse \$2,000?</p> <p>David: Let's address it again later please. Let's bring up other leader reimbursements at the March meeting.</p>	See votes
Peter B	<p>2024 Election (Councilor) Want it done and completed by end of September.</p> <p>We have to:</p> <ol style="list-style-type: none"> Find a candidate (2+ ideally) Send out their bio to members Use the Roster to decide who can vote, and make a list. Share list with candidates running Get members to vote. <p>We can discuss this in New Orleans when we meet.</p>	
David C	<p>Do we have a budget for the Membership Committee? Swag? Business cards? Membership pins.</p> <p>Can we put together a white paper or booklet on starting up a small business? Mission statement etc. To encourage joining.</p> <p>Stickers to put on water bottles etc. NOLA beads to hand out?</p> <p>Joe: We have 150 letter openers. David: Please bring them and we can give them out at the Division Row.</p> <p>Peter B: "I will donate a silver Serotonin molecule jewelry item that we can collect business cards and have a drawing to win it."</p> <p>David: I hire the right people and get out of the way. As membership chair I would like a modest budget (e.g. \$200) to generate some swag for NOLA.</p>	
Xu S	<p>Meeting in NOLA. Sunday Noon: Hilton Riverside "Bridge Room" Bring a brown bag lunch.</p> <p>Joe: Concerned about getting from the Noon lunch back to the convention center. The floor plans are on ACS website.</p>	This is set by Xu.

Who?	Discussion	Outcome
Joe S	<p>Proposed a motion to add Kristin Di Bona onto the Membership Committee. No vote was made because there were no objections. It was pointed out that the SCHB bylaws do not state that a formal vote is needed for folks to work with the Committee Chairs, or for the committee chairs to recruit help — only that the EC approves - which clearly they do.</p> <p>Peter: Kristin is free to work with whoever she wants to.</p>	
	<p>Assistance with booth costs for SCHB members at the expo? Peter would like to bring it back. The recipient would clearly show that SCHB has supported the booth.</p> <p>Peter: I need to talk to the Expo leadership and get this organized for Denver at least.</p> <p>SCHB business package - there is already an ACS discount.</p> <p>Joe: If SCHB gets a new co to participate in the Expo, then ACS gives SCHB \$500</p> <p>Peter: Need to check whether ACS would still honor the discount and reimbursement.</p> <p>Kristin: All the NOLA meeting has is the “Small business Kiosk” which is \$2,700 - not much of a discount.</p> <p>Peter: I agree with Joe that we did have a grant to help subsidize the Booths at meetings, so we should be able to reimburse Peruse Lab for their booth. They have an employee who is a member since 2011. Also, Peter mentioned that this had been voted on in the past and approved.</p>	See decisions

Running List of Event and Speaker Ideas:

Who?	Details	Outcome

Parking Lot:



DIVISION of SMALL CHEMICAL BUSINESSES - ACS

Statement of Activity

January 1 - February 19, 2024

	TOTAL
Revenue	
1.0 CONTRIBUTIONS	
1.0 d Non-Meeting Awards	15,400.00
Total 1.0 CONTRIBUTIONS	15,400.00
Total Revenue	\$15,400.00
GROSS PROFIT	\$15,400.00
Expenditures	
9.0 ADMINISTRATIVE EXPENSES	
9.0 g Office Supplies & Operations	
9.0 g 2 Bank Fees	1,500.00
Advertising/Promotional	300.00
Total 9.0 g Office Supplies & Operations	1,800.00
Total 9.0 ADMINISTRATIVE EXPENSES	1,800.00
Uncategorized Expense DO NOT USE	9.65
Total Expenditures	\$1,809.65
NET OPERATING REVENUE	\$13,590.35
NET REVENUE	\$13,590.35

Financial Report

DIVISION of SMALL CHEMICAL BUSINESSES - ACS
For the period ended February 19, 2024



Prepared by
Division Treasurer

Prepared on
February 19, 2024

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Statement of Activity

January 1 - February 19, 2024

	Total
REVENUE	
1.0 CONTRIBUTIONS	
1.0 d Non-Meeting Awards	15,400.00
Total 1.0 CONTRIBUTIONS	15,400.00
Total Revenue	15,400.00
GROSS PROFIT	15,400.00
EXPENDITURES	
9.0 ADMINISTRATIVE EXPENSES	
9.0 g Office Supplies & Operations	
9.0 g 2 Bank Fees	1,500.00
Advertising/Promotional	300.00
Total 9.0 g Office Supplies & Operations	1,800.00
Total 9.0 ADMINISTRATIVE EXPENSES	1,800.00
Uncategorized Expense DO NOT USE	9.65
Total Expenditures	1,809.65
NET OPERATING REVENUE	13,590.35
NET REVENUE	\$13,590.35

Statement of Financial Position

As of February 19, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
Business Adv Fundamentals - 9731 - 1	40,275.46
VANGUARD ACCOUNT	102,088.31
Total Bank Accounts	142,363.77
Total Current Assets	142,363.77
TOTAL ASSETS	\$142,363.77
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	124,105.61
Retained Earnings	4,667.81
Net Revenue	13,590.35
Total Equity	142,363.77
TOTAL LIABILITIES AND EQUITY	\$142,363.77



Business Adv Fundamentals - 9731: Account Activity

Balance Summary: \$40,364.46 (available as of today 02/19/2024)

Print

View: today 02/19/2024

All Transactions

*Mary Beth Koza Treasurer - Division of Chemical Health & S

Date	Description	Status	Amount	Available Balance
Processing	Zelle Transfer CONF# JFMMMOCWV; LIU, JINGBO	P	-10.00	40,364.46
Processing	Zelle Transfer CONF# Q54KPXYQ2; LYE, JASON	P	-10.00	40,374.46
Processing	Zelle Transfer Conf# JFMMMOCWV; AMERICAN CHEMICAL SOCIETY SMALL CHEMICAL	P	10.00	40,384.46
02/12/2024	DIVISION OF CHEM DES:SALE ID: INDN:JINGBO LOUISE LIU CO ID:9215986202 CCD	C	*1,500.00	40,374.46

Statement as of 02/01/2024

01/22/2024	WP ENGINE 01/20 PURCHASE HTTPSPWENGINE TX DEBIT CARD *2198	C	-300.00	41,874.46
01/09/2024	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD821867 INDN:SMALL CHEMICAL...	C	9,500.00	42,174.46
01/08/2024	USPS KIOSK 0566059550 01/04 PURCHASE SAN DIEGO CA DEBIT CARD *2198	C	-9.65	32,674.46
01/05/2024	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD821668 INDN:SMALL CHEMICAL...	C	5,900.00	32,684.11

Statement as of 12/30/2023

12/18/2023	WAVE - *TLC DIGITAL MED 12/16 PURCHASE 414-4037288 WI DEBIT CARD *2198	C	-20.00	26,784.11
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Statement as of 12/01/2023

11/14/2023	Check 1017	C	-450.00	26,804.11
11/13/2023	Online Banking Transfer Conf# kq4fn26t5; AMERICAN CHEMICAL SOCIETY	C	-498.00	27,254.11
11/06/2023	WAVE - *TLC DIGITAL MED 11/04 PURCHASE 414-4037288 WI DEBIT CARD *2198	C	-20.00	27,752.11

Date	Description	Status	Amount	Available Balance
11/03/2023	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD819098 INDN:SMALL CHEMICAL...	C	45.00	27,772.11

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Statement as of 11/01/2023

10/10/2023	WAVE - *TLC DIGITAL MED 10/09 PURCHASE 414-4037288 WI DEBIT CARD *2198	C	-80.00	27,727.11
10/10/2023	WAVE - *TLC DIGITAL MED 10/06 PURCHASE 414-4037288 WI DEBIT CARD *2198	C	-20.00	27,807.11
10/10/2023	WAVE - *TLC DIGITAL MED 10/06 PURCHASE 414-4037288 WI DEBIT CARD *2198	C	-80.00	27,827.11

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Statement as of 09/30/2023

09/26/2023	Check 1016	C	-450.00	27,907.11
09/22/2023	BKOFAMERICA MOBILE 09/22 3780571563 DEPOSIT *MOBILE CA	C	5,270.98	28,357.11
09/07/2023	Check 1015	C	-500.00	23,086.13

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Statement as of 09/01/2023

08/29/2023	Check 1011	C	-99.00	23,586.13
08/24/2023	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD815957 INDN:SMALL CHEMICAL...	C	2,375.00	23,685.13
08/22/2023	Check 1013	C	-99.00	21,310.13
08/16/2023	Check 1012	C	-99.00	21,409.13
08/15/2023	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD815425 INDN:SMALL CHEMICAL...	C	100.00	21,508.13
08/09/2023	Check 1010	C	-1,000.00	21,408.13
08/08/2023	Check 1014	C	-450.00	22,408.13
08/02/2023	Check 1009	C	-7,918.30	22,858.13
08/02/2023	INTUIT *QBooks Online 07/31 PURCHASE CL.INTUIT.COM CA DEBIT CARD *2198	C	-418.39	30,776.43

Date	Description	Status	Amount	Available Balance
08/01/2023	USPS.COM CLICKNSHIP 07/31 PURCHASE 800-344-7779 DC DEBIT CARD *2198	C	-8.05	31,194.82

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Statement as of 08/01/2023

07/10/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL RICHARD LANGERMAN CO...	C	-20.00	31,202.87
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Statement as of 07/01/2023

06/29/2023	Check 1008	C	-75.00	31,222.87
06/12/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL R LANGERMAN CO ID:0008287369 CCD	C	-20.00	31,297.87
06/08/2023	SURVEYMONK* T 44367898 06/07 PURCHASE WWW.SURVEYMON CA DEBIT CARD *2198	C	-300.00	31,317.87

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Statement as of 06/01/2023

05/22/2023	Check 1007	C	-250.00	31,617.87
05/10/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL R LANGERMAN CO ID:0008287369 CCD	C	-80.00	31,867.87

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Statement as of 04/29/2023

04/18/2023	Check 1006	C	-250.00	31,947.87
04/14/2023	Check 1005	C	-408.97	32,197.87
04/13/2023	Check 1004	C	-36.90	32,606.84
04/07/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL LANGERMAN CO ID:0008287369 CCD	C	-80.00	32,643.74

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Statement as of 04/01/2023

03/23/2023	AMERICAN CHEMICA DES:BOFA- CHCK- ID:AUSD809230 INDN:SMALL CHEMICAL...	C	12,061.17	32,723.74
03/16/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL R LANGERMAN CO	C	-20.00	20,662.57

Date	Description	Status	Amount	Available Balance
	ID:0008287369 CCD			
03/14/2023	AMERICAN CHEMICA DES:BOFA-CHCK- ID:AUSD808906 INDN:SMALL CHEMICAL...	C	4,065.00	20,682.57

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Statement as of 03/01/2023				
02/28/2023	BKOFAMERICA MOBILE 02/28 3655332657 DEPOSIT *MOBILE CA	C	5.02	16,617.57
02/24/2023	Check 1003	C	-6,750.00	16,612.55
02/14/2023	Prfd Rwds for Bus-Wire Fee Waiver of \$15	C	0.00	23,362.55
02/14/2023	WIRE TYPE:WIRE IN DATE: 230214 TIME:1245 ET TRN:2023021400338142...	C	7,116.38	23,362.55
02/10/2023	VANGUARD DES:ACCTVERIFY ID:000000009408545 INDN:NEAL RICHARD...	C	-0.92	16,246.17
02/10/2023	VANGUARD DES:ACCTVERIFY ID:000000009408545 INDN:NEAL RICHARD...	C	0.04	16,247.09
02/10/2023	VANGUARD DES:ACCTVERIFY ID:000000009408545 INDN:NEAL RICHARD...	C	0.88	16,247.05
02/08/2023	WAV*TLC DIGITAL DES:4144037288 ID: INDN:NEAL R LANGERMAN CO ID:0008287369 CCD	C	-140.00	16,246.17

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Volunteer List and EC Tenure

Role			Begin	End	
Chair	O	Peter Bonk	1/1/24	12/31/24	Cannot re-run till after past chair.
Chair Elect	O	Kristin Di Bona	1/1/24	12/31/24	Cannot re-run till after past chair.
Treasurer	O	J Louise Liu	1/1/24	12/31/25	T&S elected alternate years. Can re-run 2yr term
Secretary	O	Jason Lye	1/1/24	12/31/25	T&S elected alternate years. Can re-run 2yr term
Past Chair	VM	Harry Elston	1/1/24	12/31/24	Can't chair another division until done.
Councilor	VM	Joe Sabol	1/1/21	12/31/24	3 yr term
Alternate Councilor	VM	Mukund Chorghadend	1/1/24	12/31/26	3 yr term
Programming	VM	Xu Simon			Chair's discretion
Membership Committee	VM	David Cunningham			Chair's discretion
Contract Webmaster		Tracy Champagne			NON ACS
		Barry Streusand			
		Bill Carol			
		Marge Matthews			
		Shiela Murphy			
		Janet B			
		Jennifer MacLachlan			
		Mike Mazzotta			
Ran in 2023 election		Alicia Urbaniak			
Ran in 2023 election		Kirabo Irene			
Ran in 2023 election		John Pochan			
Ran in 2023 election		Angel Colon Santiago			