



Executive Committee Meeting.

July 15th, 2024, 7:00pm EDT. Remote, 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	(Vacant)	
Councilor		Y	Joe Sabol	Present
Alternate Councilor		Y	Mukund Chorghade	Present
Programming Chair		Y	Xu Simon	Present
Membership Chair		Y	David Cunningham	Present
Publicity & Communications		Y	Jennifer MacLachlan	
Volunteer			Janet Bryant	Present
Volunteer			Cary Supelo	
Volunteer			Mike Mazzotta	
Volunteer			Chet Boxley	
Contract Webmaster			Tracy Champagne (external to SChB)	

Action items:

Who?	Action they will undertake or lead.	By When?
David	Finish welcome letter	August
Ad Hoc Finance Task Force	Please meet up, form a recommendation: Re: investment of the Vanguard account funds, Summarize in writing and submit for approval at the next EC meeting.	August
Jason	Pull a Zoom meeting together - David, Kristin, Jason.	August
Mukund	Help Xu by calling Marty about the request for cash for hotel rooms.	7/16
Peter	Follow up with Chemistry & the Law as well as CHAS : re: Reception in Denver	August
Joe	Pull a meeting together for the Ad Hoc Finance Task Force.	7/22/24
Joe	Speak to Brett & Beth Bosley (a Boron Chemistry small business in Pittsburgh) Determine if they are interested in being nominated for the Hach award. If they are, then start to gather the documentation needed to submit them for an award.	TBD
Louise	Will add Peter and Kristin to both Bank of America and Vanguard accounts	
Janet	Send Xu S. Programming Roadmaps for BMGT and WCC programming and events for Denver Spring 2024 Meeting.	

Voting Decisions Summary:

Proposed?	Motion	Seconded	Outcome
Peter B	Call meeting to order at 7:06pm		
Jason L	Motion to approve June minutes	Mukund	Passed
(about 7 people)	Motion to Adjourn at 8:42 pm	about 4 people.	Passed

Discussions summary: (not necessarily in chronological order)

Who?	Discussion	Outcome
Louise	<p>Treasurer's Report</p> <p>See attached pdf \$156,000 Total including Vanguard</p> <p>Roughly \$50,000 in current (Bank of America) account; \$105,000 in Vanguard</p> <p>Expected - \$80 - Tracy Champaign</p> <p>+\$1000 MPPG - Xu's event. SCHB symposium - elevating chemistry +\$1000 EFNL - to SCHB</p> <p>\$680 income from National</p> <p>Louise is adding Peter Bonk and Kristin to Bank of America,</p> <p>Joe: Does the BofA account earn interest? (answer: Negligible) Suggest Finance Task Force look at Certificates of Deposit 5% yield.</p> <p>Mukund: Treasury Bonds (T-Bills) - more liquid, and about 5% yield.</p> <p>Peter: Hope that the Finance Task Force can just meet off line and make a recommendation to the EC. We don't need to rehash all the financial. Please just make a report.</p> <p>Louise: Per IRS, if the amount is less than \$25, then no receipt is needed - however you are welcome to submit a receipt.</p>	
Jason	<p>Secretary Report:</p> <p>Joe: I have your comments on the Agenda from today. I will render them into a pdf and add the page to the June minutes.</p> <p>I submit for approval vote.</p>	June minutes approved.

Who?	Discussion	Outcome
Joe	<p>Councilor's Report:</p> <p>No report.</p>	
Xu	<p>Programming Report:</p> <p>Denver: Still don't have location information on the Denver meeting. Conference center is all we know. Cosponsor entrepreneurship ship forum Program Wed PM in Convention center Chemical Escape Room - sold out. Did get \$1000 from Organic Division. Sabrina Abdulla is primary contact. Don't know how much this will cost. What do we do in the event of surprises from ACS?</p> <p>Mukund: MMLI Ally - Were they not going to chip in? Xu: That's what I thought - but now I just got a bill from them for hotel rooms. Mukund will help sort it out. He will call Marty tomorrow.</p> <p>Jason: Will be presenting for YCC - unusual careers for chemists Will be presenting patent strategy and analysis at EXPO</p> <p>David: Reminder to publicize SCHB while presenting. We can put this kind of stuff on the website.</p> <p>Janet: Janet has Programming Roadmaps for BMGT and WCC programming and events for Denver Spring 2024 Meeting. Will send to Xu for Program Committee use.</p> <p>Spring 2025: San Diego: Xu: SCHB - Full day symposium with COMP 75% full with invited speakers!! "Starting small businesses using Computational Chemistry" COMP knows like 10,000 computational chemistry consultants. They have invited their favorite 8 to speak.</p> <p>We also have our standard Best Practices event like we always have.</p> <p>SBIR / STTR half day symposium companies who've been successful starting companies.</p>	

Who?	Discussion	Outcome
Peter / Xu	<p>Sunday Aug 18th: 2:30 - 5:00 PM Business meeting and EC timing. Still need room number.</p>	
David	<p>Membership Committee:</p> <p>This month's activity roster: 565 current members (1.2% net loss) 11 new members 1 reinstated 19 terminated</p> <p>David to ghost write a letter to come from Pete and David.</p> <p>General thoughts are that we need to offer more member activities and benefits.</p> <p>Janet: Has asked Louise for information regarding allotment dollars from ACS over the past few years...</p> <p>Janet: Janet has Programming Roadmaps for BMGT and WCC programming and events for Denver Spring 2024 Meeting. Will send to Xu for Program Committee use.</p>	See Action.
	<p>Ad Hoc finance committee report:</p> <p>Peter: Please meet and make a recommendation regarding investment of the savings. Please bring the top line recommendation to the EC for approval.</p> <p>Joe will pull and meeting together next Monday.</p>	
Peter	<p>Nominations Committee:</p> <p>Two email blasts went out. One to announce the election, the second to request applications. Closes Beginning August. Then we have to check them out for applicability. Eblast will be repeated before closing of window. Jennifer is working with Pete on it.</p>	

Who?	Discussion	Outcome
Peter	<p>Denver:</p> <p>Chem & Law has asked us to co-sponsor a social. Contact is Gabriel. Pete's suggestion: Why not just have the three of our groups (CHAS / CHAL / SCHB) put an event together.</p> <p>Peter will follow up.</p>	
Xu	<p>Denver:</p> <p>BMGT has nominated us for a ChemLuminary for the entrepreneur education event. ChemLuminary is on Tuesday. BMGT is a finalist for the entrepreneur education event, which SCHB collaborated on. ChemLuminary celebration is Tuesday night in Denver.</p>	
Peter	<p>New Business:</p> <p>Mukund: Presidential election for ACS will heat up soon. We (candidates) have to make our own posters to display. Not allowed to campaign. No gifts to give out.</p> <p>I ask each of you humbly for your support and your vote in the upcoming election.</p>	
Joe	<p>Representation at Regional Meetings</p> <p>Subject: \$500 for regional support. August 1st deadline. Pete will ask Jennifer to please send out another email blast. But, then discussion - is this the right thing to do... See next couple of discussion blocks...</p>	

Who?	Discussion	Outcome
Joe	<p>Member Benefits: Support for members to attend National meetings. Virtual day support \$49 per person. Details in the message Joe sent out on Saturday night.</p> <p>Kristin: Like the idea, but there needs to be more of an outline of how it would work. We will need to set limitations before we send that out. How many registrations will we allow?</p> <p>Peter: Virtual - how do you confirm that they attended? Could we instead help with travel for Spring 2025? A bit too soon, and a bit too grey to make something happen for Denver.</p>	

Who?	Discussion	Outcome
Joe	<p>Survey Monkey - why aren't we using it?</p> <p>Kristen: I like it. We could make a list of benefits and poll the members - current and potentially also at the booths.</p> <p>Joe: Can we offer an expo booth at the regional meetings?</p> <p>Jason: If we want to make impact, then:</p> <ul style="list-style-type: none"> a) we need to ensure that we are very targeted in our giving away - Support running a survey or other investigation to help us decide what we do before we just give money away. b) Survey questions need to be carefully written so that the survey is not a foregone conclusion - I'm willing to help with language. c) When we do give something away, SCHB needs to demonstrate that we added value to our membership. We need to market ourselves using that gifting event. Need to be able to publicize that we added value in some way or another to make SCHB more attractive to members. In other words, what is the value to SCHB in giving funds away? Can we feature it on our website? Put it in a newsletter? <p>David: This defo falls under a Membership issue. I see that there is passion and the team is motivated. Lets go back to the basic questions: Why? Growing membership. Growing volunteerism</p> <p>Recommendation is that David, Jason, Kristin meet off line to discuss. Jason to set up a Zoom - Jason / Kristin / David to discuss.</p>	

Who?	Discussion	Outcome
Joe	<p>Wants to name committees. We have all these groups of people doing things - why can't we name them committees?</p> <p>Have an idea for a Hach award*: Brett and Beth Bosley. Pittsburg business on Boron - would be good candidates. But we don't have a nominations committee - it's just Peter.</p> <p>Peter: Nominations for elections, and nomination for awards are two different things.</p> <p>Jason: I refer everyone to the minutes for June, May, April, March, February - this keeps coming up each month. We have acknowledged that in 2025 we can begin to populate committees — but we don't have any volunteers for them today. We <i>used</i> to have lots of volunteers, but mysteriously, they all left.</p> <p>Kristin: How do we nominate someone?</p> <p>Mukund: Committees can be dysfunctional anyway.</p> <p>David: If the nominator has everything written up, and all the EC has to do is rubber stamp everything, then I suggest we just bring it up for a vote.</p> <p>Peter: Also need the nominees cooperation.</p> <p>Mukund: ACS Fellowship - We can nominate on the behalf of SCHB. How are we going to handle that? Janet: A letter from the division chair will take care of that.</p> <p>Joe: Joe will contact Brett and Beth. Joe has experience pulling a nomination together. Joe volunteers to get this one together.</p>	

Running List of Event and Speaker Ideas:

Who?	Details	Outcome
	Entrepreneur Pitch Contest (aka shark tank)	
	* Hach award, after Kathryn Hach - for entrepreneurship.	

Parking Lot:

Agenda item: Next year we will need a nominating committee. See minutes 3/17/24 excomm meeting. This nominating committee would do ALL the nominations for the division.

Treasurer's Report:

Included page 3.

Councilor's Report:

No report.

Other Attachments:

Volunteer List and EC Tenure

Role			Begin	End	
Chair	O	Peter Bonk	1/1/24	12/31/25	Cannot re-run till after past chair.
Chair Elect	O	Kristin Di Bona	1/1/24	12/31/25	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	(Vacant)	1/1/24	12/31/25	Can't chair another division until done.
Councilor	VM	Joe Sabol	1/1/21	12/31/24	3 yr term
Alternate Councilor	VM	Mukund Chorghade	1/1/24	12/31/26	3 yr term
Programming	VM	Xu Simon			Chair's discretion
Membership Committee	VM	David Cunningham			Chair's discretion
Publicity Communicatn	VM	Jennifer MacLachlan			Chair's discretion
Contract Webmaster		Tracy Champagne			NON ACS
Potential Volunteers					
		Barry Streusand			
		Bill Carol			
		Marge Matthews			
		Shiela Murphy			
		Janet Bryant			
		Cary Supelo			
		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			