

American Chemical Society Puget Sound Section (PSS)
Executive Committee Meeting Minutes
March 9, 2015

I. Call to order

Despina Strong (past chair) called to order the regular meeting of the ACS Executive Committee at 7:02 P.M. on March 9, 2015 at North Seattle Community College. Cheryl Bick, Chair, was unable to attend.

II. Roll call

The following persons were present: Sheri Tonn, Despina Strong, Carole Berg, Karen Goodwin, Jonathan Clark, Mark Wicholas, Greg Milligan, Craig Fryhle, Amar Yahiaoui, Dharshi Bopegedera, Charity Lovitt, Robbyn Anand, David Munch, Jennie Mayer, Magda Skrzypkowski, Richard VanDoren, Benjamin Titus

III. Secretary's report

Karen Goodwin submitted the minutes of the February meeting. Sheri T. moved to approve the minutes, Amar Y. seconded. The February minutes were approved. It was determined that all counselors will be attending the National meeting in Denver – no alternate cards are needed.

IV. Treasurer's report

Carole Berg submitted the January Treasurer's report. Food for YCC and the receipts for Career Day had been paid, as well as the leadership conference. Karen G. moved that the Treasurer's report be approved, Mark W. seconded. The report was approved. It was also moved to make an amendment to the budget to show the increased amount that counselors would be reimbursed from ACS – from \$8000 to 11,200. Sheri T. made the motion, Amar Y. seconded.

V. Announcements/Reports

- a. Despina S. gave the timeline for nominations for officers for 2016. In April the nominations committee is to be selected, and start looking for candidates. It was determined that the nominations committee had already been formed, so 5 people were appointed and approved to make up the nominations committee. The nominations committee will consist of Despina S., Sheri T., Charity L., Craig F., and Neal Y. The motion to approve the committee assignments was made by Dharshi, and seconded by Greg M.
- b. Jennie M. reported that there are two science fairs upcoming – the WSSEF and another at a STEM school. It was requested that we fund 2 \$100 prizes, one for each fair. It was

suggested this money come from the PR budget. Sheri T. made the motion, Mark W. seconded. Jennie also mentioned that judges are needed – Richard D. offered to help with this.

Dharshi B. reported that the Career Day feedback forms had been tallied, and that this was the best rated career event to date. Also, it came in under budget.

VI. Business

- a. Carole B. reported that the vodka social is to be held at Glass Vodka from 6:00-7:30. For \$15 each person gets a vodka tasting and a souvenir glass. The possible dates were April 23rd, 24th, or 25th. April 23rd was chosen by those in attendance as the best date.
- b. Karen G. requested funding for the Earth Day event. After an initial motion to fund this event for \$300 with a combination of PR and sustainability funds, the motion was amended to fund the event up to \$300, and the final amount be funded using PR and Sustainability funds, split 50/50. Both motions were made by Jennie M., and seconded by Dharshi.
- c. Sheri T. presented the budget pie charts she had assembled for inclusion on the PSS web page, in order to make the section's finances more visible. There was one for 2014, based on information submitted in the financial report, and another for 2015, based on the budgeted amounts. Suggestions were requested and made for the layout of these pie charts. Sheri will make adjustments and committee will review again.
- d. Sheri T. reported on the use of QuickBooks as an alternative for section bookkeeping. Tech Soup has a version good for nonprofits for \$99 for three seats. The Lehigh Valley section used this, and has a template that works well for them. It was decided to use the admin budget to purchase this, and that it would be set up and implemented by the finance committee. The motion for purchase and implementation was made by Mark W., seconded by Karen G.
- e. The issue of voting on funding requests for grants from clubs was raised due to the recent requests by Evergreen and CWU for funding for the national meeting in Denver. It was determined that a clear protocol for student club requests needed to be made. Despina volunteered to do this. Suggestions for the protocol included that funded students should give a report suitable for publication in the Chemist, and that the approval for requests be moved under the Education committee auspices, so that the entire executive committee doesn't need to be involved in voting.
- f. Charity L. and Nick have been invited to a session in Denver to report on the Climate Science toolkit that has been created by the Sustainability committee using the grant money they received. Charity requested \$1,100 for travel to present on this. Jonathan C.

reported that since the YCC travel funds had not been needed this year, \$1000 available. It was determined that \$1000 would be taken from YCC, and \$100 from the Sustainability budget to pay for Charity's travel. Mark made the motion for the fund release, Jonathan seconded.

- g. Jonathan C. asked for active committee chairs to write up a description of the committee responsibility and send it to him for posting on the website.
- h. Despina S. reported that the education committee still needs more applications for scholarships. Applications will be distributed at the Undergraduate Research Symposium. In the future, applications should be available at all ACS events.
- i. Craig F. reported that the Undergraduate Research Symposium registration is up and running.

VII. Adjournment

Despina adjourned the meeting at 8:17 P.M.

Minutes taken by Karen Goodwin

Councilor/Term: Mark Wicholas (#1, 2017), Gregory Milligan (#2, 2015), Craig Fryhle (#3, 2016), Gary Christian (#4, 2017) Alternate Councilor/Term: Jennie Mayer (#1, 2017), Amar Yahiaoui (#2, 2015), Neal Yakelis (#3, 2016), Dharshi Bopegedera (#4, 2017)