

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

**I. Call to order**

Cheryl Bick called to order the regular meeting of the ACS Executive Committee at 7:00 P.M. on November 9, 2015 at North Seattle Community College.

**II. Roll call**

The following persons were present: Cheryl Bick\*, Despina Strong\*, Carole Berg\*, Jonathan Clark\*, Greg Milligan\*, Sheri Tonn\*, Karen Goodwin\*, Amar Yahiaoui\*, Mark Wicholas\*, David Munch, Gary Christian\*, Craig Fryhle\*, Neal Yakelis\*, Dharshi Bopegedera\*, Mike Winningham (guest).

\*indicates voting member per bylaws

Executive Board members absent: Jennie Mayer

**III. Secretary's report**

Karen G. submitted the minutes from the October meeting. It was suggested that absences are listed only for executive committee members. With that corrections, Despina S. moved to approve the minutes, Neal Y. seconded. Motion passed unanimously.

Karen G. gave an election report regarding cost – the election cost was \$73.26, including postage and supplies for paper ballots and survey monkey subscription for electronic ballots.

**IV. Treasurer's report**

Carole Berg submitted the Treasurer's report (1-Nov-15). The money market account now has a checking account - \$500 were put in it. The discussion of a 1% interest deal turned out to be not correct, so Carole asked if the \$12,000 that had been moved from a CD to the money market should be moved back. It was determined to leave it in the money market for now, the finance committee will decide for the next fiscal year. Carole supplied a tentative budget, and asked the committee to make notes and contact her with suggestions. Despina S. moved that the Treasurer's report be approved, Karen G. seconded. Motion passed unanimously.

**V. Announcements/Reports**

a. Elections report – Results

Tellers Jonathan C. and Neal Y. reported the results of the elections for the 2016 Executive Committee. Chair Elect – Karen Goodwin; Secretary – MaLeah Huggins; Treasurer – Carole Berg;

Councilor Position #2 – Greg Milligan; Councilor Position #5 – Despina Strong; Alternate Councilor Position #2 – Amar Yahiaoui; Alternate Councilor Position #5 – Nadine Gruhn.

Sheri will notify all candidates of results, Karen will notify National of new officers by the Dec. 1<sup>st</sup> deadline.

## **VI. Business**

- a. Cheryl B. proposed the creation of binders with information about the executive members and other people involved in the workings of the section. It was proposed that this be called the “Leadership Team Roster”. This will be a set of documents with bios of the committee members and descriptions of duties of the different positions, including which members are voting members of the section. Send information to Cheryl for this.
- b. Craig F. has set up a google email list – he will test this soon.
- c. The Undergraduate Research symposium is still without a host college – CWU is currently considering it, will respond soon.
- d. At the last ACS national meeting, the Councilor’s were asked by the President to submit a poster at the next national meeting regarding employment in the section. Craig F. is going to set up a survey monkey survey for 2 months to collect the data. Craig read a sample of the questions, will send out a draft to ask for suggestions for improvement. Sheri T. moved to grant \$52 from the “outreach to section members” part of the budget to support this effort. Mark W. seconded. Passed unanimously.
- e. Despina S. reported that the education committee will meet next Thursday. A major topic will be the role of the committee. One suggestion is to have Earth Day, the Career Event, and National Chemistry week be moved out of the Education committee umbrella, and have them be stand alone events. This will leave the Education committee to deal with grants, scholarships, support for teachers, etc. A major task will be standardizing forms where forms are needed.
- f. Sheri T. announced that the Pauling symposium and banquet registration is open. Sheri will be meeting with the Pauling chair next week.
- g. Cheryl B. announced that she had registered for the leadership institute. It was clarified that, in general, the section sends one person each year to this. Since both the new chair and chair elect had attended, Cheryl was a good choice.
- h. It was announced that the talk by Frannie Smith was well attended, and that the section should try and duplicate the formula for holding such events.

## **VII. Adjournment**

Cheryl adjourned the meeting at 8:13 P.M. Minutes taken and submitted 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)