

American Chemical Society Puget Sound Section (PSS)  
Executive Committee Meeting Minutes  
February 13, 2017

**I. Call to order**

Meeting called to order by Karen Goodwin at 6:59 pm on February 13, 2017. Introductions were made for visiting guests.

**II. Roll call**

The following persons were present: Karen Goodwin\*, Len Andrews\*, Sheri Tonn\*, Arwyn Smalley\*, Alex Stambor\*, Jonathan Clark\*, Greg Milligan\*, Despina Strong\*, Alicia Taylor\*, Nadine Gruhn \*, David Munch, Charity Lovitt, and new guest Michael Meechan.

\*indicates voting member per bylaws

Executive Board members absent: Gary Christian\*, Amar Yahiaoui\*, Mark Wicholas\*, Craig Fryhle\*, Dharshi Bopegedera\*, Carole Berg

**III. Secretary's report**

Minutes from the January 2017 meeting were read. Alex S. reported that the committee chair list had been submitted to National ACS. Sheri T. motioned to approve the minutes. Arwyn S. seconded. Motion passed.

Jonathan C. agreed to make the committee chair list online.

**IV. Treasurer's report**

Arwyn S. presented the yearly budget to date. Notable items were a grant from the University of Washington and payments made in 2016 appearing in 2017 due to delays in check cashing. All account balances have been updated to reflect the current budget. Despina S. moved to approve, Len A. seconded. The motion passed.

Arwyn S. asked what to do with older financial records. After some discussion, she said she would contact National ACS about how long they think financial records should be kept.

Concluded that the treasury should reduce the number of checking accounts to a single bank.

**V. Announcements/Reports**

a. Program in a Box at Centralia College Feb 21<sup>st</sup>. Karen G.

The event is a web seminar that is open to the public. Invitations sent to a number of nearby schools. Discussed the possibility of future Program in a Box events at locations around the area.

b. Brewery Tour at FishTale Brewery March 11<sup>th</sup>. Karen G. Flier for the event to be sent as an email to the section.

c. STEM night at Totem middle school in Kent, April 20<sup>th</sup>. Despina S., Karen G. Open call for hosting tables at the event. Emphasis on professional aspects of science.

d. Despina S. announced that 3 requests from schools for assistance to get to the National ACS meeting in San Francisco had been made.

## **VI. Old Business**

- a. Section annual report – final report. Sheri T.

Annual report is almost complete. Decided that the annual report will not be posted on the section website. Requested attachments for events throughout the year to be included in the report.

- b. Leadership institute. Len A., Nadine G., Alicia T., Greg M. attended. Event exceeded expectations and highlighted professional development, inter-section coordination, and networking.

Len A. collaborated with the Portland, Oregon, Alaska, Hawaii, and Montana sections to write a grant for an Earth Day competition.

- c. Programming report – AWIS collaboration, Allison Campbell talk. Len A. and Alicia T.

Sent out invitations for April 19<sup>th</sup> collaboration event. Ahead of schedule for planning event.

UW is willing to host the Allison Campbell lecture. Discussed the possibility of writing a small grant to create a webinar of the lecture to be available to other west coast sections. Also proposed that the costs of a webinar be shared with participating sections.

- d. Chemistry Olympiad. Olympiad chair.

February event, no current news.

- e. ACS Career Day, Feb 22.

Dharshi B. emailed details of the event to the committee.

- f. URS at Bothell, April 29<sup>th</sup>. Charity L.

Planning is progressing on the symposium. Scheduled for April 29<sup>th</sup>, and the symposium website is live. Symposium will place emphasis on being open to the public. The committee discussed budget options for food at the event.

## **VII. New Business**

- a. Sherri T. has recruited Nadine G. and Greg M. to be on the nominating committee.

- b. YCC survey. Alicia T.

Discussed creating a survey of section members under 35 to learn what events they would be interested in. Len A. and Karen G. discussed drawing demographic information from membership lists.

- c. Alicia T. submitted an IPG grant proposal with a faculty member at UW for two events about diversity in professional science. Nadine G. suggested partnering with AWIS.

- d. Greg clarified that ACS insurance covers individual members on ACS business, but it has to be requested.

## **VIII. Adjournment**

Despina motioned to adjourn, Len seconded. Motion Passed. Meeting adjourned at 8:17 pm.

Councilor/Term: Mark Wicholas (#1, 2017), Gregory Milligan (#2, 2018), Craig Fryhle (#3, 2019), Gary Christian (#4, 2017), Despina Strong (#5, 2018) Alternate Councilor/Term: ----- (#1, 2017), Amar Yahiaoui (#2, 2018), Alicia Taylor (#3, 2019), Dharshi Bopegedera (#4, 2017), Nadine E. Gruhn (#5, 2018)