



American Chemical Society

Richland Section Board Meeting
Wednesday, January 14, 2015 at TWST 247 WSU Tri City Campus

Present: Jann Frye, Jo Marie Johnson, Abhi Karkamkar, Steve Krogsrud, Pam Archer, Richard Hermens, Cary Seidel, Sandy Fiskum, Dave Heldebrant, Tanya Knickerbocker, Satish Nune, Deb Anderson, Frannie Smith, Ram Devanathan
On Phone: Janet Bryant, Anna Cavinato

Call to order at __6:00 pm_____

1. Review November Minutes- Minutes approved as written.
2. Annual Report, due 2/15/15- Jo Marie is working on the annual report. She will need feed back from us, and will do the financial form next.
3. Young women chemist event- We had a request to hold a young women's chemist event. Janet would like to see us support this and to leave wiggle room in the budget for other upcoming things.
4. Report on 2014 budget- Satish went over the actuals from the 2014 budget. We have more money available in our budget this year because of a rebate from ACS. Total assets are \$32493. Our operating expenses are \$14000 to \$16000. Savings amount \$18828, and checking is \$13665. We may want to look at investing some of our money, but this will take more study. There will be an expense for 2015 from 2014 for reimbursement of supplies for national chemistry week. Newsletter costs have gone way down by about half.
5. Budget for 2015-
 - Annual ACS allotment is \$9200.
 - We will plan on \$2000 for rebate for councilor travel.
 - We chose to zero out rebate from ACS leadership conference.
 - We decided to estimate local section dues at \$1500.
 - We discussed whether to list nuclear science merit badge as \$500 or \$0 since we did not use the budgeted money last year. We decided it should be \$0 under income, and \$500 under excess.
 - Total revenues \$12700.

Expenses-

- Decided to add a line item 13e, Supplemental awards determined on an ad hock basis.
- We budgeted \$2500 for student travel awards.
- Janet proposed \$100 for HS teacher grant, \$50 for outstanding teacher, and \$200 for general awards. Frannie said she had about \$46 dollars outstanding form Geezerfest awards that she need reimbursed. Janet proposed putting the general awards at \$300.
- Tanya would like to develop a workshop to teach HS teachers how to teach chemistry. Could she ask for money for something like that? Janet suggested



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she go after a grant from another organization or from ACS national, but if she did we could match it. Janet said maybe we could help her find money.

- We reduced administrative expenses to \$100.
 - We decided to list newsletter cost at \$1000. Janet commented that we should not list our public relations at \$0. We decided to list public relations at \$400.
 - Web update is \$0.
 - We decided to leave speaker cost at \$400.
 - The picnic was budgeted at \$400.
 - We increased Geezerfest (annual social) to \$800.
 - We left science café at \$600.
 - We will be having a Leadership development course in June, so we need to increase the amount listed to cover the speaker food and gift. So we budgeted \$100 for meals for speaker, \$25 for arrangements, and travel \$1800.
 - Travel subsidy for councilors was budgeted at \$4600.
 - Travel and subsidy for member attending the Leadership institute was set at \$900.
 - NCW, K-12 outreach was discussed, and Anna recommended we increase this to \$700. Janet felt it should be \$750. Sandy stated we still need to reimburse Anna \$451 and \$500 for this past year's event.
 - The science Olympiad budget is \$150. Ahbi proposed we increase it to \$250.
 - The science fair awards are budgeted at \$425, but this is not accounted for in the 2014 actuals.
 - The Diversity Affairs Committee is budgeted at \$500 and this pays for girls in science. We decided to give Girls in Science its own line at \$500. Money owed to Anna needs to be reflected in the 2014 actuals.
 - The Nuclear science merit badge is budgeted at \$550.
 - Earth day budget of \$250 is just right.
 - The \$900 budget for Project seed will be enough as only one student is expected to sponsor.
 - The ANS- Dec meeting is budgeted at \$50.
 - We budgeted \$300 for the career fair. Dave explained that we need additional money to cover out of town company attendees on top of the expected \$1750 grant from ACS. Dave has not heard if we received an additional grant which we applied for. So we need to list \$2000 for the career fair. The budget is showing \$6750 deficit, some of this (\$3400) will be made up from the grants not yet received.
 - We changed line 20 g to be called Special symposium at \$700 which will be for Janet's symposium. This makes the deficit \$7450. The board voted to approve the proposed budget and submit it to the general membership for a vote.
6. Volunteers for Mid-Columbia Science fair- Thursday from 8am to 3pm. They need judges every year. Our section sponsors an award, and often supplies judges for the fair. We pick



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our award winner from high school participants. This year it is March 12. You can sign up for preferred time. Dave will send out email to those interested.

7. NORM- We need to put in a proposal this June in Idaho to host NORM in Richland in 2019. Janet is president elect of the NOR Board Inc.
8. Annual audit of our Books- Janet reminded us we need to have a committee of three uninterested members audit our books by the end of January.
9. Goals:
 - a. Increase Local Section activity visibility for our members, general community and other sections
 - b. Raise awareness about our events and facilitate joint activities with other organizations.
 - c. Engage post-docs to support and participate actively in our activities.
10. Challenges:
 - a. Getting proposals for our activities submitted and funded from ACS.
 - b. Increase member involvement in our activities.
 - c. Maintain accurate records of all events and volunteer activities.