



American Chemical Society

Richland Section Board Meeting
Wednesday, April 8, 2015 at TWST 247 WSU Tri City Campus

Present: Jann Frye, Abhi Karkamkar, Sandy Fiskum, Cary Seidel, Anna Cavinato, Frannie Smith, Tanya Knickerbocker, Steve Krogsrud

On phone: Janet Bryant, Alice Xu, Dave Heldebrant

Meeting password/ID: 22754, Call in number: (WSU phone) 509-335-4700, (call in 54700); (Off Campus) 509-372-7648.

Call to order at 6:07 pm

1. Review February Minutes: (March meeting was Science Café, no minutes were taken)- Minutes were approved.
2. Old Business:
 - a. Budget was approved at the meeting held after the Science café at the Richland Library on March 12 by unanimous vote.
3. New Business
 - a. Leadership Development Course- The course, “Developing Communication Strategies”, will be held on Saturday June 13. Dr. Frankie Wood-Black will be the instructor. Jo Marie, who could not attend the board tonight, submitted that the board needs to choose a place to hold the course, and suggested that the Richland Public Library might work well. One of the smaller rooms should be large enough for 12 to 20 attendees. The \$1800 grant covers 12 attendees, and we could apply for an additional \$1200, which would total \$3000 enough for 20 attendees. We need to send an email to the membership so people can sign up. Once we have a time, location and number of attendees determined we need to notify ACS’s Kareem Redmond (K_Redmond@acs.org). Anna agreed to send the email to the membership. We will ask Karen if CBC is available, and Jann will ask WSU. Steve will help Anna with the flyer to send to the membership.
 - b. ACS Councilor update- Anna reported that Allison Campbell is candidate for president elect. There are 2 issues. They plan to go away from the printed program for meetings. They will charge \$10 early and \$20 on site for the program. The other issue was that there was no index to the program. Also the cost is going up to \$410 from \$390, and there was hoopla over lack of transparency in how the discussion was made. There was a motion to ask the board to delay this increase until there was more transparency.
 - c. EOU travel to Meeting- EOU sent 19 students to the meeting. Anna brought a report detailing the costs. She is asking for the \$2000 in the budget to help pay for the travel costs. The budget has \$2500 set aside for travel for ACS student members. We agreed to talk to Karen about what she planned for her students as well since this money was to provide support to her students as well.



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- d. 50 and 60 year members: Ahbi received certificates for six 50 and 60 year members. These will be presented at Geezerfest.
- e. Regional Career Fair- This is being organized by Leizel, Karen, Dave, Deb Anderson, and Janet. It will be held Thursday April 23 at CBC, Gjeorde Center from 5 to 10 pm. Due to Leizel leaving to take another position, the invites to industries have not gone out, therefore, we need to delay this event for a couple of months. He believes we have a list of corporations to invite, and the rest of the things we need to make this successful, but due to competing work issues invitations have not gone out. The target audience is high school, college, and post doc individuals. Anna thinks October would be better than May or June as far as students are concerned, but for post docs any time would work. We hope to have company recruiters, and resume or interview workshops. Alice would like her company to participate, because they are recruiting actively. If we target mid-October this could be our premier Richland based National Chemistry Week. We hope to grow this beyond our section, as we will invite other sections. Janet suggested the week of October 5, say Friday, October 9. Dave will send the list of companies for inclusion in the minutes. Jann will also add to the list if people send me other contacts. Steve suggested that Dave write an article for the newsletter to solicit contacts form the membership.
- f. Newsletter- When should we do the next newsletter? - We used to have a quarterly newsletter. Janet said we dropped back to three a year, so we should not try to do more than we can support. Alice said it is up to us, but she would like to know so she can plan ahead. If we did it every three months we could do the second one in June, by the 12th this could be used to promote the regional meeting. It also should be before our summer picnic. So the deadline should be May 29 to be two weeks before June 12.
- g. Nuclear Science Report- Sandy reported she had 31 students including two girls. There was a glitch on the second Saturday. WSU staff did not unlock the class room so they held it in the hallway.
- h. Dues Allotment from ACS- The allotment was sent out late from ACS. We have not received it yet. We have also not received the \$1000 from Corp. Associates for the career fair, although Janet said it was approved.
- i. Treasurer notes- We had a bill for \$400 to cover Abhi's leadership course. It was billed last year, but not paid. Sandy paid it now. Questioned if we should keep our section dues at \$5.00. Board voted to keep it at that level. Janet said she has two outstanding checks that she hasn't cashed; she said she would cash them soon. See report at end of minutes.
- j. Earth Day update- Janet gave Frannie the English version of student handouts for Earth Day, but the Spanish versions are delayed. Janet recommends we give the city \$100 for the tree. It will be planted in Goethals's Park. Frannie will pass the handouts on to Anna and Tanya.
- k. Summer Picnic- Dave will talk to Kurt Spies from AiChE about when to hold the event and where? Jackson's where we held it last year is closing, so we need to find another location.



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- l. ACS Fellows Nomination- Janet nominated Steve Krogsrud for this honor.
 - m. Other- We received a request from a Seattle Women's Chemist group for support of \$200 for a retreat. Janet will be a presenter. Her travel cost will be \$300, and the Women's group agreed that our \$200 can be used to defray her costs and we would still get credit for supporting the retreat. We talked about this last meeting, and it is included in the budget under the diversity affairs line item. We voted to approve this expenditure.
 - n. Janet will become the president of NOR board early, January 1, 2016, but effectively after June 2015 with the resignation of the current president. She needs to put together the package for the section to host the 2019 Regional meeting, so she will be convening a task force. Also Tom Barton is supporting industrial chemistry at the regional meeting and will support high school teacher attendance at the Regional Meeting. She will bring this up at the Regional meeting in Pocatello. The deadline to nominate an outstanding high school teacher is May 15. Anna suggested that Janet draft a letter asking for nominations of high school teachers to the membership, and Anna will send it out.
4. April Treasurer's Report is attached at the end of the minutes.



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ACS Richland Section Treasurer's Report

April 12, 2015

Activities

Need to designate the membership section dues collection: keep at \$5?

Updated password on the e-Postcard (For 990-N)

The Urban Institute's National Center for Charitable Statistics (NCCS) recently discovered that an unauthorized party or parties have accessed the Form 990 Online and e-Postcard filing systems for nonprofit organizations.

The annual ACS allotment has NOT been received. Contacted Sumara Razak at ACS to follow up.

The ACS bylaws require the section treasurer to make a formal request to the Society for payment of the allotment funds. To facilitate this procedure, a formal request form (also known as a General Payment Voucher) for the succeeding year's allotment is sent from ACS to each section treasurer in early November. The treasurer need only verify contact information, sign the form, and return it to the national office by December 1.

Starting Balance

Savings	\$18,828.15
Checking	\$12,155.59

Receipts

From	Amount	Budget Category	Date
Quarterly interest	\$3.72	7b	4/1/2015

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description
xx (3/12/15)	\$50.00	20e	3/12/2015	MCSF ACS award
xx (3/12/15)	\$50.00	20e	3/12/2015	MCSF ACS award
Alexaner Fang (3/12/15)	\$50.00	20e	3/12/2015	MCSF ACS award
Ludlum (2/20/15)	\$452.61	20i	3/15/2015	URS funds for alpha meter
BSA/Blue Mountain Council (2/1/15)	\$50.00	20i	3/15/2015	Grant for Nuclear Science mb training
VisualVerve (2/18/15)	\$225.00	15a	3/15/2015	Feb. newsletter
Janet Bryant (3/11/15)	\$18.13	20j	3/15/2015	Earthday student handouts
Abhi Karkamkar (3/12/15)	\$47.71	16d	3/15/2015	March Science Café food, plates etc.
Jo Marie Johnson (3/12/15)	\$13.00	16d	3/15/2015	March Science Café beverages
Frannie Smith (3/12/15)	\$14.68	16d	3/15/2015	March Science Café cookies and award frame
ACS National (5/15/14)	\$400.00	19	3/21/2015	2014 Leadership Institute--Local Section Leaders Track Delegate Abhi Karkamkar
ACS National (3/13/15)	\$425.00	19	3/21/2015	2015 Leadership Institute--Local Section Leaders Track Delegate Ram Devanathan
Anna Cavinato (4/2/15)	\$585.48	18	4/2/2015	Travel subsidy for Anna Cavinato (Councilor) at Denver Spring Meeting

Total spent this period \$2,381.61

Version #0
 6/10/2015

Ending Balance

Savings	\$18,831.87
Checking	\$9,097.78

a.



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