



# American Chemical Society

Richland Section Board Meeting  
Wednesday, February 10, 2016 at Richland Public Library

Present: Jann Frye, Ram Devanathan, Jim Jewett, Cary Seidel, Karen Grant, Jo Marie Johnson, Sandy Fiskum, Steve Krogsrud, Frannie Smith, Vanda Glezakou, Sam Bryan, Dan Herting  
On Phone: Janet Bryant

Call to order at 5:30 pm\_\_\_\_\_

1. Review January Minutes- Sandy moved and Karen seconded. The minutes were adopted as written.
2. Program in a Box- Ram discussed the program in a box. Five members attended the last one. He had handouts on the program on Chemical agents used in Warfare and on the ethics of chemical agents being used in warfare.
3. Janet reported on her plans for her symposium. She talked about Bill Carroll's visit. There will be a program to engage graduate students and post docs. On Thursday, April 21, from 11-1 will be a session on resume building, and from 3:30 to 5:30 a session on working in industry. Both will be open to the public. On Friday, April 22, Bill will be giving his public talk: "Statistics and the Shirelles: How Physical Sciences Thinking Informs Popular Music Analytics". One venue being considered is the new stage being constructed in John Dam Plaza. It would be one of the first public events in that facility which opens in March. Other public venues are also being considered. We are coordinating Bill's visit with the ACS WA-ID Border Section.
4. Treasurer's Report- No expenses were incurred this month. Jim Jewett conducted an audit of the books for the last year's records. He made sure the records for the year were consistent and compared the report to the national annual report with the records. He also checked the check book. Jim was complimentary of Sandy's organization, and her ability as treasurer.. Janet moved that we accept the audit committee report, and Steve seconded. The report was accepted unanimously. The Audit report and the treasurer's report is attached.
5. Richland section will be hosting the NORM meeting in 2019. It will be in mid-June in the Tri-City area. Janet has received updated information from HQ Regional Meetings Planning, and will convene the Organizing Committee in the next month.
6. Vanda met with others from Washington and discussed how to make science and math more available to younger students like middle school. Her experience is that it is lacking at this grade level.
7. Frannie- Reported that we had had a grant for young scientists in 2013. She said \$82 dollars were left from that grant. She would like to use it to buy a table cloth embossed with the section logo. We voted to use the funds for this purpose. It could be used for science events at schools.





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Audit of section treasurer's records attached below:

## **James R. Jewett, Ph.D.**

4715 West Robin Court  
West Richland, WA 99353  
509-967-3114  
jim@patnjim.us

January 18, 2016  
Dr. Ram Devanathan, Chair  
Richland Section  
American Chemical Society

Dear Dr. Devanathan:

Sandy Fiskum, as Section Treasurer, asked me to perform an independent review of the treasury records of the Richland Section for calendar year 2015 to demonstrate that the records are true, accurate, and complete. This review is now complete.

### **Procedure and Findings**

The starting materials for the review were as follows:

- The section Treasurer's report to ACS National Headquarters for 2014 (copy, dated 10 Feb 2015).
- An electronic copy of the section Treasurer's financial spreadsheet documenting each item of income and expense that occurred throughout 2015.
- Bank statements received for the section's accounts covering the year 2015, including electronic images of cancelled checks issued during the year.
- Receipts and other evidence to document that expenditures and revenue of the section were appropriate to the business of the Section.

As the first step, I compared the 2015 beginning bank account balances as they were reported in the bank statements and in the Treasurer's report to National. As shown in Table 1, both of these records yield the same amount of net assets.

Next, I verified that the records also show consistent results for the 2015 year-end balances. Since the report to National has not yet been prepared, a balance sheet prepared by the Treasurer was used.

This balance sheet contains the information that will be entered into the 2015 report to National. As shown in Table 2, the Treasurer's balance sheet is consistent with the bank records.

Finally, I compared all transactions occurring during the year in the section's accounts with supporting documentation, including cancelled checks, bills, receipts, and deposit vouchers, to ensure that they were legitimate expenses of the Section. All transactions are sufficiently supported by the documentation. - 2 -

### **Table 1. Start of Year 2015**



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## 2014 Local Section Annual Report\*

Cash on hand (line 27):	\$32,493.00
Plus other assets (line 28)	(none)
Less liabilities (line 31; this amount represents checks #1002, 1030, & 1054, which had been written, but not posted to the bank account as of 12/31/14)	801.00
Net assets: 12/31/14 (line 32):	\$31,692.00

## 2015 Beginning Balances

Banner Bank Savings Acct. #XXXX4011 (statement dated 31 Mar 2015)	\$18,828.15
Banner Bank Checking Acct. #XXXX2713 (statement dated 30 Jan 2015)	\$11,120.05
Plus 2014 revenues not deposited as of 12/31/14 (From ACS National, checks #364761, 364159, & 363945)	\$2545.00
Less liabilities (checks #1002, 1030, & 1054 written, but not posted to the bank account as of 12/31/14):	-\$801.12
Net assets	\$31,692.08

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\*All amounts in the annual report are rounded to the nearest dollar.



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