



# American Chemical Society

## Richland Section Board Meeting

Wednesday, 1/10/2018, 6:06 PM at TCIC T125 (Hoot Room) WSU Tri City Campus

1/10/18

Start: 6:06 pm

Attendance: Ram Devanathan, Sandy Fiskum, Kristin Omberg, David Heldebrant, Susan Howett, Shirmir Branch, Deepika Malhotra, Frannie Smith, Steve Krogsrud, Mariefel Olarte, Anna Cavinato (online), Janet Bryant (online)

1. NORM Update: Dave reported that preparations were going well. NORM budget is expected to be in the black. With Programming, we need to have the sessions' information for MAPS listing by Jan. 29<sup>th</sup>, 2018.  
Registration fees: The fee schedule is listed on the registration form. The Registration form is being finalized; both an online link and a pdf downloadable form will be ready soon. Fees for full member's registration are being set to \$125 Early Bird rate until May 21 and \$150 after May 21. See the registration form for final fees. Steve: PR registrant bag is ~ \$5/bag. We plan to reach out to AIChE and ANS sponsors. We have 24 vendor booths in the Expo, based on space in the Discovery Hall, down from the original 26. We are seeking 4 spaces for the Innovation Fair component for start-up companies.
2. New officers: Introduction by Ram: Kristin Omberg (Chair-elect), Mariefel Olarte (Secretary), Susan Howett (WCC, Outreach Chair), Shirmir Branch (WCC, Mentoring Chair), Deepika Maholtra (Fund Raising Chair for NORM)
3. December minutes approved.
4. Treasurer's Report by Sandy Fiskum
  - a. 2017 budget closeout. Ilke Arslan's refund for leadership training was charged to the account (\$614). Account interest is at \$3.81. We got early bird discount for Mariefel's training. Total savings in the bank: \$18,888.43.
  - b. 2018 budget approved by the Board. Matt Monroe put it on the website already. We need to send this to the general membership for approval. Steve will add a paragraph on the website. Question: How are we going to approve the budget? Sandy said that the electronic vote had a bigger participation rate, which was a good thing; Frannie concurred; Anna commented that she cannot see the link on the website. Steve said that it has to be approved by Sandy first before posting. Question: Will it be on the home page? The budget will have a prominent display on the website. Sandy commented that the newsletter will also be posted on the home page. Question: When will ballots be sent out? Steve said that the ballot can be sent out with the newsletter. We need 3 weeks between the newsletter/ballot posting and the vote.
5. Officer activities:
  - a. Bank account signatories update: Letter drafted to bank by secretary and signed. Signatories already updated: Ram as chair (new) and Sandy as treasurer (retained).
  - b. Book audit: Sandy got Phillip Koech to audit the 2017 books.
  - c. Annual Report: Sandy already completed the financial section of the annual report and was approved by Anna. Vanda will complete the administration section and will submit the annual report with help from Sandy, Ram and Anna. Anna was working on reporting activities that took place in La Grande as well as others. She will send a pdf copy of the 2016 report to Vanda to help her get the report done on time.



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- d. ChemLuminary Award: Janet or Ram will start the nomination process for any self-nominations for ChemLuminary awards to avoid doing them at the last minute.
- e. Anna is a new Associate member of the Local Section Activities Committee (LSAC). Congratulations given by Janet and others. Ram appreciated Anna's help. Comment: We will work early and diligently for self-nominations for ChemLuminary Awards.
6. Science Café and budget: 3 weeks will be given members to vote and tally. Sandy cannot spend money before it is approved so it is important that ballots be sent out – can't delay. Need to be earlier than Science Café (typical).
7. Newsletter update: Steve said we need to send the newsletter to a graphic arts person to include the new officers. Ram submitted an article as a new chair. Vanda had one as outgoing chair. Megan submitted an article about the WCC. We needed to include NORM, budget and Geezerfest information. Steve said he needs photos from the group. Anna said she has some photos of EOU Chemistry Club, narrative and pictures of the Girls in Science activity as well as the Geezer Fest info. These articles will fill out the newsletter.
8. Janet mentioned the nomination for ACS Fellow, which is due on April 1. The Section gets to nominate 1 person. We need to get a blurb written in the newsletter for the nomination. Nomination is open and due to ACS Headquarters. Steve asked who the contact is. It is the nominations and awards committee. Ram said that Janet typically does this. Typically, it is the past chairs; Janet indicated that she is willing to assist as part of the committee again. Kristen can do this too and can help. Question: Does Steve need a blurb about the nomination to be included in the newsletter. Janet will send Steve the blurb.
9. Steve reported on Public Relations. Sandy noted we have old information on the website. For example, ChemLuminary news was from 2013. Steve reminded the group to forward photos to Matt and Steve to be uploaded to the website. Sandy followed up with a reminder to advertise WCC activities. Yes, Steve said we already have an article.
10. Earth Day update – Frannie (Chair) reported that she needs to reach out to Sneha to see if she is willing to do it again. Or follow up with Tiffany Kaspar for the celebration of science the week of Apr 24th. We need the swag to give to the public, table cloth, and give out booklets
11. WCC update: Shirmir – Event will be late winter to early spring. First event will be at Kennewick mall on Feb 8. It will be basically an introduction to get-to-know WCC in local ACS. EYH conference will be on March 24<sup>th</sup>, and the group is looking for volunteers to help in checking in and guiding people. Ram commented that male colleagues are also invited and welcome in WCC activities

Meeting finished: 6:31 pm

