



Richland Section Executive Committee Meeting
Wednesday, 05/15/2019, 6:06 PM, BSEL 202

05/15/2019

Start: 6:06 pm

Attendance: Kristin Omberg, Steve Krogsrud, Sandy Fiskum, Shirmir Branch, Mariefel Olarte, Deepika Malhotra, Cristina Padilla-Cintron, Anna Cavinato (online), Susan Asmussen (online), Megan Nims (online)

1. BSEL pull station, Olarte – Pull stations will be highlighted at end of the meeting.
2. Meeting minutes, Branch – Anna moves to accept the February and March 2019 minutes as written; Sandy seconds. Motion carries unanimously.
3. Richland Section Treasurer's Report, Malhotra – For April 2019 report (01 – 31 March 2019), starting balance in savings is \$18,906.84. Total receipts received amount to \$9.32. Ending balance is \$18,916.16. Starting balance in checking is \$16,767.94. Total expenses amount to \$2,346.84. Details regarding receipts and expenses are highlighted in the appended treasurer report (01 – 31 March 2019). Ending balance is \$14,421.10. For May 2019 report (01 – 30 April 2019), starting balance is \$18,916.16. Total receipts received amount to \$34,312.88. Ending balance is \$44,880.04. Starting balance in checking is \$14,421.10. Deposit from NORM 2018 (\$25,963.88) was deposited into checking account, then moved to savings account. Total expenses in checking amount to \$29,671.86. Ending balance in checking is \$19,062.12. Details regarding receipts and expenses are highlighted in appended treasurer report (01 – 30 April 2019). Expenses for White Bluff Elementary PTO need budget category allotment. Kristin recommends using category 21a, K-12 Outreach. Sandy recommends re-reporting checking withdrawal for NORM 2018 monies in order to eliminate confusion regarding actual expenditures from checking. Deepika will move line item to activities instead. Kristin moves to accept treasurer reports; Steve seconds. Motion carries unanimously.
4. 2020 local section dues, Malhotra – The Section has until the end of May 2019 to decide on the price of Local Section dues. Current dues are \$5. Anna commented that during the Spring National Meeting (April 2019, San Diego, CA), discussions led to not adjusting the Section dues nationwide. Sandy moves to keep the Richland Local Section (LS) dues at \$5; Steve seconds. Motion carries unanimously.
5. Introduction of new executive committee meeting attendee, Padilla – Cristina Padilla introduced to the Executive Committee. Cristina aims to bring the Chemistry Festival to the Tri-Cities by Spring 2020. This event Kristin recommended putting a budget together to be included in the LS 2020 budget. Steve recommended writing an insert for the next newsletter to garner interest.
6. NORM 2018 book closure, Fiskum – Sandy is waiting for direction from Janet to organize a final report. The website has not yet been closed. This leaves a hanging expense but has been address in 20% allotment to the NOR Board. Sandy needs volunteer to audit the financial books. Kristin has recommended Cristina for auditing the books. Sandy provided hard copy records to Cristina and will send to Cristina the digital files via email.
7. NORM 2019, Omberg – Columbia Basin College (CBC) requests funding for four students and two mentors to attend the upcoming meeting in Portland, OR. Total request is \$2,239.76, which covers 3

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rooms (2 nights each), mileage for two cars, and registration. CBC is asking LS to support with \$1000. The LS should have \$500 left in its budget allocated for travel requests. Anna commented that CBC did not request funds for NORM 2018 because they did not send any students. Kristin asked if the LS can go over budget. Sandy clarified that the LS can with the approval of the Executive Committee. The cost to cover the four students is \$1,268.88. Sandy moves that the LS provides \$1,000, per their original request; Kristin seconds. Motion carries unanimously. Kristin will email CBC contact and copy Deepika to ascertain where and to whom the check should be sent to.

8. Recognition of past chair, Branch – Ram is not present to receive his Past Chair pin. Shirmir will continue to hold it until it can be presented to him.
9. Darigold Tour, Olarte – Tour to take place on Saturday, 18 May 2019. Mariefel expects 24 people to be in attendance. A few cancellations have been made. The plant notified Mariefel that children can attend. The number is still expected to be under the limit of 30. Kristin has a reservation for 30 people at Snipes Mountain Brewery for 11:30 am. Attendees should arrive at plant by 10:00 am. Anna commented that at least 1 student from Eastern Oregon University (EOU) will attend.
10. SPR path forward, Omberg – Kristin has final document of vision, mission, objectives, goals, and strategies. Kathleen Schultz has also provided a final report. There are two orphan strategies to include. The first is Goal 1, Strategy 3, K-12 activities, possibly assigned to Megan. Megan has claimed responsibility. The other goal is Project Management plan for community events, possibly assigned to Shirmir. Shirmir has claimed responsibility. Kristin begins discussion on how to advertise Strategic Plan to LS. Anna recommends listing strategies to the LS on a schedule based on priority rather than all at once. Kristin recommends that that appointing champions for each strategy should come from the Executive Committee at the moment and can be passed on to other members as they are implemented. Steve suggests putting an insert in the next newsletter letting the LS know of SPR plan forward. Anna recommends that 2 – 3 super champions should be appointed for strategy champions to report to. Kristin recommends the chair of succession for this responsibility.
11. National meeting updates, Cavinato – H. N. Cheng and Carol Duane came forward as nominees for President-Elect. Amendments were made to the ACS constitution and bylaws to include a set of standing rules. Other discussions included membership retention and member dues. Member dues will remain at \$175 for 2020. Total attendance was ~15,000, with ~6,000 being students. EOU received outstanding award. General comments indicated that the meeting places were spread too far apart.
12. Mid-Columbia science fair, Heldebrant – Report moved to June 2019 meeting due to Dave's absence.
13. STEAM night at Leona Libby, Fiskum – ACS presented nuclear science. Sandy, Kristin, and Shirmir volunteered. Activities included cloud chambers and household radioactive materials for distance and shielding demonstrations.
14. Earth Week activities, Olarte/Cavinato – Tri-Cities area participated in the Three River Science Celebration of Science on Saturday, 20 April 2019. Volunteers include Mariefel, Cristina, Shirmir, Frannie, Jim, and Kristin. Activities included a "Secret Agent" demonstration, which highlighted an understanding of the periodic table in recognition of the International Year of the Periodic Table.

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EOU held two events, one for high school students and one for preschoolers. Event with Native American students in Pendleton, OR moved to 30 May 2019.

15. Expanding Your Horizons, Asmussen – Event held at WSU Tri-Cities on Saturday, 04 May 2019 from 08:30 am – 1:00 pm. Event was rescheduled from original date in February. Ten sessions were held for 120 girls. Volunteers included Susan, Megan, Shirmir and Mariefel from the LS, including other from WIN, SWE, Bechtel, MSA, etc. Shirmir or Megan will be presenting EYH receipt for reimbursement.
16. LSAC deadlines, Cavinato – Science café application due 31 May 2019. Anna commented that this could be used to reach out to members in smaller areas. Kristin recommends that the application could be put in for an event at Moses Lake, WA. There are a few plants (e.g. Biomass Processing, Xyloco) in the area that could host a talk/tour. Anna commented that Science café's do not support tours. Kristin/Steve will contact Alice in the area to gauge interest in helping to organize Science café. LS is not eligible for IPG since the Section already has one open. MET grant applications will be due in the fall.
17. Reports from committees
 - a. WCC, Nims – WCC just has the EYH conference. Committee is looking for ideas to host activities in the fall.
 - b. Diversity, Cavinato – No activities planned for summer. EOU plans to host Girls in Science in the fall.
 - c. Public Relations, Krogsrud – Newsletter should be release before start of summer. Content includes WCC events (EYH, REACH museum, Daughters of Hanford events. Steve is looking for details on upcoming activities to include. Sandy suggests reaching out to Dave regarding Annual Picnic with AIChE. Dave/Steve still waiting for suggested dates, to begin planning. Other items to include: SPR, Program-in-a-box, STEAM night, Mid-Columbia Science Fair, Darigold tour, National Meeting, Earth day events, Government Affairs Committee. Kristin suggest Cristina send information about the Chemistry festival.
18. Round Table
 - a. Krogsrud – Steve has started a draft letter to new members. Deepika will coordinate with Anna to get the contact information to get the letters to the new members.
 - b. Omberg – The LS needs a repository for information. Options include Dropbox of Google Drive. Discussions favor Google Drive. Kristin has a sample drive for the Executive Committee to test between now and the next meeting. Cristina has also suggested Spider Oak (Encrypted Cloud Storate) if there are concerns about sensitive data.
 - c. Fiskum – The Bylaws need to be updated. Current goals include making the WCC a standing committee. Kristin will reach out to Janet to discuss a path forward. Kristin and Anna will also investigate connections for guidance with updating the bylaws.



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Meeting adjourned:
7:26 pm



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ACS Richland Section
Treasurer's Report

3/1/2019-3/31/2019

Activities

Deposit received from NORM 2018 account on 4/1/19: \$25963.88 (moved to savings account on 4/2/19)
 Issued check #1289 to White bluffs elementary PTO for Science on Wheels: \$500.00
 Received check for \$7768.00 from American Chemical Society for Richland Section

Starting Balance

Savings	\$18,906.84
Checking	\$16,767.94

Receipts

From	Amount	Budget Category	Date	Directed to:
Interest Deposit	\$9.32	8	2019-03-31	Savings
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Total receipts this period	\$9.32			

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
PNL Giftsource	\$400.00	21b	2019-01-23	IPG workshop, 1277
Megan Nims	\$100.00	21o	2019-02-22	Expanding Your Horizons Tri-Cities, 1281
Visual Verve Design and Print	\$225.00	16a	2019-02-22	Feb. newsletter, 1282
MCSF Association	\$325.00	21e	2019-03-06	Science Fair Grant, 1283
Shirmir Branch	\$365.21	17d	2019-03-14	Hanford history expenses, Science Cafes, 1285
American Chemical Society	\$599.42	20	2019-03-14	LS Leadership Inst., 1284
Dave Heldebrant	\$40.00	18	2019-03-15	MCSF Judge Reception, 1286
Office Depot	\$6.51	16d	2019-03-12	Frame for award, DBT CRD 1932 03/12/19 034503
ACT*City of Richland	\$150.00	17c	2019-03-19	ACS Annual social damage deposit , DBT CRD 2337 03/19/19 755075
Office Depot	\$135.70	21q	2019-03-27	2019 Strategic Planning Retreat, DBT CRD 1901 03/27/19 361522
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Total spent this period	\$2,346.84			

Ending Balance

Savings	\$18,916.16
Checking	\$14,421.10

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ACS Richland Section
Treasurer's Report

4/1/2019-4/30/2019

Activities

Issued check #1294 to Anna G. Cavinato for Orlando ACS Spring meeting: \$1522.61 □
 Issued check #1295 to Eastern Oregon University, CCEW: \$188.66
 Issued check #1296 to CG Catering for Strategic Planning Retreat food: \$377.07 □
 Sent Anna Cavinato's Councilor Travel Reimbursement expense request to ACS for Orlando Meeting.

Starting Balance

Savings \$18,916.16
 Checking \$14,421.10

Receipts

From	Amount	Budget Category	Date	Directed to:
American Chemical Society for Richland Section	\$7,768.00	1	2019-04-02	Checking
Deposit received from NORM 2018	\$25,963.88	9	2019-04-01	Checking and then transferred to savings account
Local section dues	\$581.00		2019-04-09	Checking
Total receipts this period				
	\$34,312.88			

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
Magnus Fulton	\$50.00	21e	2019-04-04	Science Fair (MCSF) Award, 1287
Nikita Bontha	\$50.00	21e	2019-04-16	Science Fair (MCSF) Award, 1288
White Bluff Elementary PTO	\$500.00	21a	2019-04-02	Science on Wheels, 1289
Megan Nims	\$425.00	22n	2019-04-23	WCC Daughters of Hanford, 1290
EOU Chemistry Club	\$2,500.00	14a	2019-04-22	ACS Orlando Travel Award, 1292
Sandra Fiscum	\$47.33	21q	2019-04-22	2019 Strategic Planning Retreat, 1293
Yokes	\$24.98	21q	2019-04-01	2019 Strategic Planning Retreat, DBT CRD 0020 04/01/19 879129
Yokes	\$8.48	21q	2019-04-15	2019 Strategic Planning Retreat, POS DEB 1630 04/12/19 729730
Some Bagels	\$65.37	21q	2019-04-15	2019 Strategic Planning Retreat, DBT CRD 1612 04/14/19 408512
Starbucks	\$36.82	21q	2019-04-15	2019 Strategic Planning Retreat, DBT CRD 1706 04/15/19 807086
Total spent this period				
	\$3,707.98			

Ending Balance

Savings \$44,880.04
 Checking \$19,062.12