

Richland Section Board Meeting
Wednesday, 10/09/2019, 6:09 PM, BSEL 202

10/09/2019

Start: 6:09 pm

Attendance: Steve Krogsrud, Megan Nims, Sandy Fiskum, Deepika Malhotra, Kristin Omberg, Anna Cavinato (online) Dave Heldebrant (online), Cristina Padilla (online)

1. Review and approval of September minutes, Branch – Kristin introduces September 2019 minutes for discussion. No changes needed to be made to the most recent draft. Sandy moves to approve September 2019 minutes; Anna seconds motion. Motion carries unanimously.
2. Treasurer's report, Malhotra – For October 2019 (01 – 30 September 2019) treasurer's report, starting balance in savings is \$44,921.36. Interest earned amounts to \$44.02. Ending balance in savings is \$44,965.38. Starting balance in checking is \$19,090.61. Expenses are detailed in appended treasurer report. Ending balance in checking is \$17,458.92. Councilor travel reimbursement request has been issued to the National ACS Secretary. One check was issued to Visual Verve Design & Print for Fall 2019 newsletter. Anna commented that Janet requested information matching monies spent in 2019 to the 2019 budget. Deepika noted that the Section has spent \$13,119.14. The 2019 budget was approved for \$23,200. There are still several large budget events coming up, such as Geezerfest, National Chemistry Week, Girls in Science, etc. Steve moves to approve October 2019 treasurer's report; Dave seconds motion. Motion carries unanimously.
3. Candidates for next election, Devanathan/Fiskum – Kristin asked what the next steps are toward elections. Anna commented that the Executive Committee needs to approve nominated candidates. The Councilor or Secretary then needs to retrieve the roster of Local Section (LS) members eligible to vote from ACS. The ballot can then be submitted electronically to the LS membership. Dave quoted from the LS Bylaws that before 15 Oct 2019, all members that are nominated need to be put to the floor during the LS meeting (this meeting). The nominations need to be seconded before they can be put on the ballot. The ballot must be sent out by 01 Nov 2019; the election needs to be completed by 20 Nov 2019. The results need to be reported to National ACS by 01 Dec 2019. Anna commented that either she (as Councilor) or Shirmir (as Secretary) can reach out to ACS and request roster. Since Shirmir is not present, Anna will take the action. Kristin listed the candidates: Mariefel Olarte for Chair-Elect; Shirmir Branch for Secretary; Deepika Malhotra for Treasurer; Anna Cavinato and Dave Heldebrant for Councilor. Steve asked is the position of Alternate (Alt.) Councilor was up for position. Kristin noted that according the Bylaws, the runner-up for the position of Councilor will serve as Alt. Councilor. Discussion began to clarify this statement. It was asked whether the position of Alt. Councilor was an elected position separate from that of Councilor. Anna clarified that the Councilor and Alt. Councilor do not run at the same time. Both positions serve a three-year term. Kristin noted that the LS Bylaws do not clarify the mechanism for Councilor. Anna noted that the Analytical Chemistry Division holds elections for Councilor only. The runners-up would then fill the positions of Alt. Councilor. Kristin referred to directions from the ACS Secretary: if the clarification is not listed in the LS Bylaws, the LS defaults to the ACS Bylaws. The ACS Bylaws state that the runner-up for the position of Councilor will become the Alt. Councilor. Janet can provide further clarification when she returns for the next Executive Committee Meeting. Sandy moves to accept slate of nominees as presented in agenda; Steve seconds motion. Motions carries unanimously. Anna will retrieve list of LS members eligible to vote and email to Matt Monroe for distribution. Steve requested to be cc'd in email for preparation of paper ballot. Steve will send paper ballots to Kristin

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and Sandy. Kristin and Sandy will count ballots. Sandy asked how the nominees' bio information will be distributed. Steve noted that he plans to send out a newsletter soon, which will contain the nominees' information. Candidate bios are to be sent to Steve, who will then forward to Alice. Sandy suggested moving the election deadline forward to allow for announcement of the election winners at Geezerfest. Kristin will send request to nominees' information to forward to Steve.

4. Geezerfest, Fiskum – Sandy will move forward with menu as presented to Executive Committee. Food will be ready to serve by 5:45. The server will provide water. Dave will be in charge of organizing libations. The room must be cleaned up after the event. Event insurance is still pending. Sandy has delegated Dave to acquire soft drinks, non-alcoholic sparkling cider, and juices. Sandy asked if there are any awards that need to be presented. Ram will receive a plaque from NORM 2018. Anna will have the roster to check if there are any current 50+ year members. Anna and her Eastern Oregon University students will bring easels and support stands for the students. There are currently no other known students in the LS with posters to present. Megan noted that this will be a good opportunity to reach out the new Washington State University, Tri-Cities (WSU) chemistry club to attend an ACS event. Megan will extend the formal invitation. Steve has been able to verify a street address in Waitsburg, WA for Gale Bruin, a LS member who was to be presented with an award for being a 50-year ACS member during the 2018 Geezerfest. He also reached out to Gale's daughter and verified that Gale did not have a listed obituary. Steve proposes that the gift card to be given as part of the award be cancelled in light of due diligence with no response. Kristin proposes repurposing give card to thank-you gift to the speaker, Jim Harbertson; Steve seconds proposal. Anna quoted the current demographics report for the LS. There are eleven members with 46 – 50 years of service, five with 51 – 55 years, five with 56 – 60 years, and eight with 61+ years of service. The list does not include the names of those people, and the current roster does not include the year that the members joined ACS. Kristin recommended asking members with 45+ years of service to stand and be recognized during the event. Dave recommended including a "Ask a Geezer" round table in the program. As emcee, Kristin will organize the program and send draft agenda to Executive Committee.
5. Update of Bylaws, Bryant – Kristin will retrieve update on Bylaws from Janet. The ACS Committee on Constitution & Bylaws (C&B) currently has a two-week turnaround to respond to the questionnaire that was submitted. The LS should receive suggestions by the end of the year.
6. Program-in-a-Box (PIB), Olarte – The WSU chemistry club a PIB will be hosting the event on campus (East 226) on Tuesday, 22 October 2019 at 3:30pm PST. They will provide snacks to entice student attendance. EOU will have their event at the same time in La Grande, OR. The theme for this event is "Marvelous Metals."
7. Technology Grant, Omberg/Smith – The technology grant for \$300 is to be used to better communicate with LS members. Some ideas for the grant were to acquire equipment that would allow for improved audio, adding visual, or providing both for LS meetings and events. Anna suggested acquiring equipment for audio/visual communication during events, such as Geezerfest and Science Cafes. Kristin noted that the budget would allow for equipment that could adequately broadcast audio/visual in a small venue for 6 – 8 people. Equipment to support larger venues would cost up to \$1000. Anna suggested investing the \$300 with LS funds towards higher-priced equipment. Kristin noted that the allocated budget for the Strategic Planning Retreat was not completely spent (~\$1,000 of \$3,000). A portion of these unspent funds can go towards the audio/visual equipment with the

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Executive Committee's vote. Kristin recommends purchasing a meeting owl. This tool picks up audio signals and can track visual movements of the individual speaking in a group. Steve commented that it would be beneficial if this tool can also be used to record events in order to archive. Kristin noted that equipment to support this function would cost \leq \$2000.

8. Google Drive/G Suite Options, Omberg – Kristin recommended another option to explore for the technology grant would be incorporating an interactive calendar on the LS website (i.e. G Suite). The G Suite is a tool that can be used to organize the LS documents (rosters, minutes, spreadsheets, etc.) into a central location. The base price for the package is \$6/mo. Sandy recommended organizing a committee to put together and test the tool. G Suite has similar functions to Google Drive, and is designed for non-profit corporations in that it has its own processing applications and greater storage. Kristin suggests organizing a committee to explore the applicability of G Suite for the LS. Discussion indicates that the website would need to be updated and would need to easily interface with G Suite. The LS could apply for the LS Members Engaging Through Technology (METT) grant for up to \$2,000 to support this cost. Some live broadcasting tools interface with WordPress websites, to which the G Suite applications can interface.
9. Montes visit/Festival de Quimica, Padilla – Ingrid Montes's (ACS Director-at-Large) visit was successful. The Festival de Quimica will be held on 27 June 2020 at the Pasco Farmer's Market. Cristina will write a note detailing the event for the newsletter.
10. Nuclear Science Merit Badge/Manhattan Project Girl Scout Badge, Fiskum/Omberg – Events are set for 02 and 16 Nov 2019. The spending for these events has not exceeded the allocated amount in the budget. Sandy is asking for financial support from the LS. She received \$100 from the Health Physics Society. The expenses for the event will cover printing and snacks. Sandy will determine how much is needed and will make the request to the LS; request is not expected to exceed \$100.
11. Chemistry Merit Badge, Krogsrud –Thirteen kids have signed up for the event so far. Target attendance is 24. Volunteers from Columbia Basin College (CBC) will help with the event. Steve is still trying to fill in some spots for instructor positions. Steve has been trying to locate the buzzer for the Jeopardy game. Sandy has suggested reaching out to Frannie. Sandy and Steve will discuss locating it offline since the buzzer will be needed for the Chemistry badge event (02 Nov 2019) and the Nuclear Science/Manhattan Project badge event (16 Nov 2019).
12. Newsletter, Krogsrud – Alice (newsletter editor) will be able to work on the upcoming newsletter to be released on or before 01 Nov 2019. Newsletter will include information for elections. Please send any additional information to Steve.
13. Girls in Science/National Chemistry Week, Cavinato – Anna ordered all of the “Marvelous Metals” booklets for National Chemistry Week: 2 – 3 boxes in English, 1 in Spanish. She also placed an order in the amount of \$375.14. The receipt was sent to Deepika. The order includes paraphernalia such as balloons, pencils, periodic table pens, etc. to include in the give-away bags for Girls in Science. Anna will contact Shirmir or Kristin once she receives the shipment to arrange bringing them up from La Grande. The Girls in Science event will be 26 October 2019 at EOU. Cristina will volunteer at the event. The theme for the event is “Zombie Apocalypse.” Attendees will participate in activities to investigate reasons that a scientist turned into a zombie, including analyses of powders and DNA, and

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an activity working with non-toxic simulated mercury. The EOU student chapter was awarded with an Outstanding Student Chapter Award from ACS. The chapter will be recognized at Geezerfest.

14. Reports from Committees

- a. WCC, Nims – The next Expanding Your Horizons (EYH) event will be planned for Fall 2020 in order to not conflict with the numerous spring events. Ingrid Montes gave a lot of advice for how to get more volunteers for events, such as working with the college sections and local high school chemistry clubs. Sandy suggested reaching out to teachers to see if offering extra credit to attract volunteers.

15. Round table, all

- a. Krogsrud – Steve would like to have the Chemistry Merit Badge event officially recognized as an ACS-sponsored event by the Executive Committee since all the volunteers are ACS members. This will ensure that the event falls under the ACS insurance blanket policy. Kristin will contact Sullivan Maciag (ACS Office of the Treasurer), who oversees ACS insurance claims, to get clarification on requirements for coverage. Sandy moves that the LS sponsor the Chemistry Merit Badge training; Kristin seconds motions. Motions carries unanimously.

16. Old or new business, all

- a. Nothing to report.

Sandy moves to adjourn meeting; Kristin seconds motion. Motion carries unanimously.
Meeting adjourned: 7:20 pm

**ACS Richland Section
Treasurer's Report**

9/1/2019-9/30/2019

Activities

Submitted Anna Cavinato's Councilor Travel Reimbursement expense request for San Diego Fall meeting 2019
Issued check #1307 to Visual Verve Design & Print for Fall newsletter: \$243.75

Starting Balance

Savings	\$44,921.36
Checking	\$19,090.61

Receipts

From	Amount	Budget Category	Date	Directed to:
Interest Deposit	\$44.02	8	2019-09-30	Savings
Total receipts this period		\$44.02		

Expenses

To	Amount	Budget Category	Date Paid	Description; check number
Anna G. Cavinato	\$1,522.61	19	2019-09-10	Reimbursement for councilor travel to ACS San Diego Fall meeting 2019; 1305
Deepika Malhotra	\$40.00	17b	2019-07-26	ACS picnic; 1302
Fiction @ J. Bookwalter Winery	\$51.70	18	2019-07-27	Ingrid's dinner; FICTION @ JBOOKWALT RICHLAND WA Card# *4677 DBT CRD 1834
Deepika Malhotra	\$17.38	16d	2019-05-25	Postage envelopes; 1300
Total spent this period		\$1,631.69		

Ending Balance

Savings	\$44,965.38
Checking	\$17,458.92