

Richland Section Executive Committee Meeting  
Wednesday, 01/12/2022, 6:01 PM, Microsoft Teams Meeting

01/12/2022

Call to order: 6:01 pm

Attendance: Shirmir Branch, Janet Bryant, Anna Cavinato, Ram Devanathan, Sandra Fiskum, Colby Heideman, David Heldebrant, Uriah Kilgore, Katherine Koh, Steve Krogsrud, Deepika Malhotra, Mariefel Olarte, Kristin Omberg, Cristina Padilla Cintron, Johnny Saavedra Lopez

1. Previous meeting minutes – Shirmir introduces the December 2021 executive committee (EC) meeting minutes. A draft of the minutes was sent to the EC. Comments were received electronically and the minutes were updated accordingly. Dave moves to approve the December 2021 EC meeting minutes as revised; Steve seconds the motion. Motion passes unanimously. Shirmir has the action to submit the final draft of the minutes to the Richland local section (LS) website.
2. Proposed 2022 budget – Katherine presents the most recent draft of the proposed 2022 budget. Steve requested that the item (line 16c) for the website update be increased to \$500. This would be in anticipation of things that might need to be cleaned up on the new LS website. Deepika moves to increase the allocated amount for the website update from \$200 to \$500. Motion passes unanimously. Deepika noted that a check was issued in December 2021 to the Northeast Oregon Area Health Education Center (NEOAHEC) in the amount of \$600 for the Girls in Science event. This check has not yet been negotiated. Since the monies will now be considered a 2022 expense, Deepika wondered if it should be included in the proposed budget (line 21f). Deepika has emailed ACS asking for guidance. Sandy suggested putting the proposed amount for 2022 plus the amount for the check issued in 2021 with a note that a portion of the item has already been issued for a 2021 expense. Deepika has confirmed that the NEOAHEC received the check. Anna confirmed from the organization that the check has not yet been deposited due to staffing issues. Uriah has requested that an item be added for the new Environmental Improvement committee. Kristin recommended writing a committee plan. Uriah requests \$500 for the Environmental Improvement committee (line 21s). Steve moves to add an item to the budget for the Environmental Improvement committee. Kristin seconds the motion. Motion passes unanimously. Dave noted that though the budget is typically set for the LS once per year, a committee can submit a proposal to the EC for additional funding for planned events throughout the year during regular meetings. Anna moves to approve the revised proposed budget. Dave seconds the motion. Motion passes unanimously.
3. Approve treasurer report – Deepika introduces the December 2021 treasurer report. Starting balance in savings is \$45,060.81. The account earned an interest deposit. Ending balance in savings is \$45,064.22. Starting balance in checking is \$30,278.12. Funding was received for two grants: The Diversity, Equity, Inclusion, & Respect (DEIR) grant and the travel grant for the 2022 ACS Leadership Institute. Expenses and other activities are detailed in the attached treasurer report. Ending balance in checking is \$34,166.70. Sandy asked if the LS would need to pay back the grant to ACS since the leadership institute will be moved to a virtual platform due to increasing COVID cases. There has been no official word yet from ACS about returning the grant monies. The ACS is planning to host a virtual plenary session on 21 January 2022 and have tentatively rescheduled the training courses for May or June 2022 to allow for in-person attendance. Kristin moves to approve the

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December 2021 treasurer report. Sandy seconds the motion. Motion passes unanimously. Treasurer report is attached to this meeting's minutes below.

4. Round table (introductions) – Please welcome all new and returning EC and standing committee members!
5. Committee chairs – Shirmir has taken the action to email the ACS the final list of the committee chairs.
  - a. Environmental Improvement – Uriah Kilgore
  - b. Government Affairs – Kristin Omberg
  - c. Membership – Sandy Fiskum
  - d. WCC – Shirmir Branch
  - e. Awards – Mariefel Olarte
  - f. Programs – Deepika Malhotra
  - g. Newsletter/Public Relations – Steve Krogsrud
  - h. Safety – Johnny Saavedra Lopez
  - i. Nominations – Mariefel Olarte
  - j. Education – Colby Heideman
  - k. Diversity and Inclusion – Anna Cavinato
6. Annual report – Mariefel will work with Anna to get the 2021 LS annual report completed on the ACS communities website. Deepika has asked Philip Koech to review the financial books. The annual report is due 15 February 2022. The EC can also nominate the LS for ChemLuminary awards. Nominations will need to be submitted with the annual report. Cristina (as Chair) and Deepika (as Chair-Elect) have actions to submit their goals in the report. Anna will send the copy of the 2020 annual to Cristina and Deepika to reference.
7. ACS leadership institute – Update on the leadership institute was discussed (see item #2).
8. Website developer tax paperwork status – Katherine and Deepika will discuss with Sandy (who submitted paperwork for the NORM 2018 website) offline regarding submitting these forms. Sandy noted that the tax forms will need to be ordered from the IRS. These forms need to be sent to Sharon Betterton by the end of January 2022.

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9. February science café speaker – Cristina has proposed 18 Feb or 25 Feb 2022 to host the next Science Café. The EC has voted to host the Science café on 25 February 2022. Deepika will be speaking on her research regarding CO<sub>2</sub> capture. The membership will also be voting on the 2022 LS budget.

10. Committee reports

- a. Women Chemists (Chair: Shirmir) – Shirmir and Megan Nims will be having a planning meeting for Women’s History Month next week.
- b. Government Affairs (Chair: Kristin)– No updates to report.
- c. Membership (Chair: Sandy) – There are 6 new members to the LS as of 24 November 2021. There were three deaths. As Membership Chair, Sandy needs continued access to the membership roster via the Office of Local Section Activities.
- d. Public Relations (Chair: Steve) – The next newsletter needs to go out. Please submit entries to Steve. New committee chairs should send their photos to Steve for upload to the LS website.
- e. Programs (Chair: Deepika) – Deepika will reach out to those planning events in the near future to begin a calendar of events for the year.
- f. Environment improvement (Chair: Uriah) – Uriah would like to put an announcement for the new committee in the next newsletter. Uriah is also asking for volunteers. Uriah has the action to submit the article to Steve. Sandy recommended adding goals of the committee in the article.
- g. Safety (Chair: Johnny) – Johnny would like to include an introduction for the Safety committee in the next newsletter and ask for volunteers. Johnny has the action to submit the article to Steve for inclusion in the next newsletter.
- h. Awards (Chair: Mariefel) – The Awards committee has submitted the nomination for the 2021 Volunteer of the Year Award in December 2021. The next nomination to go out is for the ACS Fellow. The LS will nominate Dave for the position. Ram will spearhead the effort to submit the application packet. The deadline to submit the ACS Fellow nomination is 01 April 2022.
- i. Diversity and Inclusion (Chair: Anna) – The LS received the DEIR grant for 2022. Sonia Alcantar Anguiano submitted the proposal. Cristina will invite Sonia to the next EC meeting to discuss the details of the events that will be sponsored by this grant.
- j. Education (Chair: Colby) – No updates to report.

Janet moves to adjourn the January 2022 executive committee meeting, Anna seconds the motion. Motion passes unanimously.

Cristina adjourns the January 2022 executive committee meeting at 7:21 pm.

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**ACS Richland Section  
 Treasurer's Report**

12/01/2021-12/31/2021

**Activities**

Check #1367 for \$20.27 to Mariefel Olarte for Past chair pin: Negotiated on 01/03/22

Check #1373 for \$600 to NEOAHEC for Girls in Science: Not negotiated

**Starting Balance**

Savings	\$45,060.81
Checking	\$30,278.12

**Receipts**

From	Amount	Budget Category	Date	Directed to:
ACH American Chemical Society (Diversity, Equity and Respect {DEIR} Grant)	\$3,570.00	5	2021-12-30	Checking
Travel grant for the first 100 participants to register for 2022 ACS Leadership Institute	\$400.00	5	2021-12-31	Checking
Interest Deposit	\$3.41	8	2021-12-31	Savings

Total receipts this period	\$3,973.41
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**Expenses**

To	Amount	Budget Category	Date Paid	Description; check number
Padmaja Gunda	\$81.42	21d	2021-11-02	Olympiad; Check # 1368

Total spent this period	\$81.42
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**Ending Balance**

Savings	\$45,064.22
Checking	\$34,166.70