

Virginia Section of the American Chemical Society Executive Committee Meeting Minutes

Saturday, 29th January 2022
Meeting – 10:00 AM- 1:00 PM
Virtual: Zoom Meeting

Attendees: Vanessa Lopez, Julian Bobb, Phil Burks, Rob Davidson, James (Jim) Demas, Joe Pompano, Stephanie Mabry, Ken Chapman, LaChelle Waller, Ann Sullivan, Ana Leal, Colleen Taylor, Yezdi Pithawalla, James Beck, Charlene Crawley, Jerry Bass, Denise Walters, Jack Brown, Janet Asper, and Kristine Smetana.

I. Call to Order at 10:04 AM

II. Approval of the Agenda

A motion was moved to approve the agenda. Agenda was approved.

III. Randolph-Macon Chemistry Affiliate Chapter (~ 5 minutes)

- a. Ana Leal, President of the chapter will be sharing their accomplishments with the committee

They are requesting \$200 from the executive board to support ACS Spring 2022.

IV. Old Business

- a. Approval of Minutes from previous Executive Committee meeting (via Zoom).

Motion was moved to approve the minutes from the July meeting. It was seconded and subsequently approved. Denise encouraged everyone to read it ahead of time.

V. 2022 Budget Review & Discussion (Rob Davidson)

Rob discussed this item later in the meeting.

VI. Officer's Reports

- a. Past Chair – LaChelle Waller

LaChelle thanked everyone for their leadership in 2022. She encouraged us to recruit new leaders. We need to have regular steering team meetings to help get new people on the committees/officers' positions. Need leaders for the WCC and Project SEED. We can give an announcement at every section meeting to ask people they are interested in getting on board. We can have a google shared file with info that we can pass on to them. Have people share their ACS story (how it has benefited them) to include in the bulletin to help with recruitment. Jack Brown is talking with Frank Gupton from VCU Medicine for All Institute about getting people from Biotech 8 to join. Maybe we can ask potential volunteers' (people) to do simple tasks first before larger tasks.

- b. Chair – Vanessa Lopez

Events last year were all virtual. Vanessa will connect with the standing committee chairs to develop relationships and see what she can help with.

c. Chair Elect – Jack Brown

Reviewed roles and responsibilities with Vanessa Lopez (current Chair). Participated in the nomination for Team Innovation Award (nominated the Medicines for All). Jack will talk with Kai Donsbach and Frank Gupton about the award ceremony. He will follow-up with Phlow Corporation to get speakers. We need to articulate more of the benefits of membership. Have industry scientists share their life experiences. Plans for meeting this spring, at least have a once-a-month meeting with guest speakers with round table discussions, career experiences, what are their past experiences with the ACS, and how it has leveraged their career. These will be additional meeting Virtual for Spring meeting thus far. Jerry Bass suggest asking people face-to-face to be a part of the section. Denise: "I would love to be involved Jack from GSK's perspective or find a GSK colleague to work with you. Jack: people have to see out getting engaged can benefit them". We can possibly do a summer picnic. We will do the April awards meeting for students.

d. Vice Chair – Charlene Crawley

Initiatives: (1) work with Julian to have a google shared file to include job role for officers and committee chairs (2) increase membership for underrepresented people (teachers in middle school, marginalized community). Charlene will get with Joe about the files for roles/responsibilities. Think about restarting a Welcoming committee. Greg Grover moved to Texas for a new job.

e. Secretary – Julian Bobb

Taking the minutes. Conducted the 2021 elections. The list of new officers was submitted in community connections. <https://www.communityconnection.acs.org/s/>

f. Treasurer- Rob Davidson

We ended the year with a surplus of almost \$21,000. National ACS give double allotments last year. No travel and SEED expenses. Can leverage extra spending to raffle off ACS memberships. Bring back the buddy system to get new people into leadership roles. Colleen suggests having young professionals to connect with students. The ACS won't be given monetary funds for ChemLuminary Awards for this year.

We had discussions to have one of the Trustees have access to the account. The Trustee nominated James (Jim) Demas to have access to the account. The bank is Truist.

Proposal for approving expenditures either not in the approved budget or above the amount in the approved budget

- i. Chair – approve up to 10% overage (\$500 max)
- ii. Officers – approve up to \$1000 of new/increased expenses
- iii. Exec Committee approval for amounts above \$1000

g. Councilors – Janet Asper, Kristine Smetana, or Linette Watkins

Janet: most of her activities has been on the National Committee on Committee Activities. Stepped off as co-chair of her committee to allow younger leaders to take on role. Janet

is planning to attend the National Meeting in San Diego. She will be applying for public relations tech support. UMW needs adjunct instructors for chemistry. Hoping to get into the rotation within the year to host section meetings at UMW. Janet will need to touch based with Linette and Kristine about if they will be attending the Spring Meeting in San Diego.

h. Trustees –Ken Chapman, James Demas, or Stephanie Mabry

Stephanie: Our balance is \$135,527.55 in the investment account as of 12/31/2021. Haven't withdrawn funds since 2019. The section is prudent in expenses and market growth. We really need to identify someone to replace Rob, Rob is in his 5th year. We need to have candidates for the May meeting to replace Rob. Suggests someone that has been a part of the executive committee that is familiar with expenses. Rob suggests having someone to work as a shadow treasurer with him. Rob still gets fraudulent request. We need to ensure that the tax forms are submitted.

VII. Selected Standing Committee Reports (~ 2 minutes each, please)

a. Awards

i. Education- Larry White – no report

ii. Industrial and Service - Yezdi B. Pithawalla, Kathleen Spangler

Medicine for All Institute-Team Innovative Award. Will be received by Frank Gupton or Kai Donsbach.

Distinguished Service Award: Kathleen will send out the email. Janet Asper. Jim Beck recommended Janet Asper.

b. Chemical Education - Kristine Smetana – no report

We did give two \$500 awards last year to K-12 schools. Jim Demas asked the executive board for \$500 to Alpha Chi Sigma at UVA (professional co-ed chemistry fraternity). They are celebrating their 100-year anniversary. LaChelle will continue with the student affiliate committee. Denise: I just got some news that the Math Science Innovation Center has voted to cancel the 2022 Metro Richmond STEM Fair

c. Community Activities - Kristine Smetana - no report

d. Entertainment - Kenneth Chapman

It's tough to get participants list. We can log into Zoom online to get the participants' report and registration report.

e. Minority Affairs – Charlene Crawley

They hosted a diversity and inclusion 'tru the lens of chemistry' event hosted this past Spring. Colleen was very involved. It was initiated by a Mexican American student who wanted to have such a session. VCU chemistry faculties were involved also. About 109

signed up and 73 people attended including students. They gave out raffles, Amazon gift cards, ACS membership for students and professionals. Charlene thanked everyone for helping out. Initiatives for 2022 was mentioned in the July 2021 minutes. **Dr. Collen Taylor can co-chair with Charlene.**

f. Project SEED – Chair Vacancy

VCU is going to participate in SEED. Dr. Mychal Smith is starting to initiate things. Charlene can reach out to Mychal Smith to see the status where SEED stands and will report to the board with financial requests and others information. Longwood won't be doing Project SEED this year.

g. Publications – Jim Beck

8 issues of the bulletin for 2021. They are posted on the website. Noticed sent out to members. \$1171 for expenses. Jim thanked everyone/key leaders that were involved in hosting/organizing activities for 2021. Jerry would like to see a summary of a financial report in the bulletin. We don't have an archive committee chair. Jim suggests maybe getting printed copies of the bulletin. Vanessa is looking to get someone to replace Jim Beck.

h. Trustee's – Kenneth Chapman

See above VI. h.

i. Strategic Planning- Joseph Pompano

We applied for a grant to host another retreat. They got more than twice as many people applied compared to funds available so we didn't get the grant. After COVID, we can have another strategic planning meeting to develop a new strategic plan. We can do a survey to our section members to get info on what they are looking for.

j. Younger Chemists Committee- Julian Bobb

Best Activity or Program in a Local Section Stimulating Membership Involvement Award shared with Eastern New York, Northern New York, Philadelphia, and St. Louis Section Local Sections.

Outstanding Local Section Younger Chemists Committee Award shared with the Eastern New York, Northern New York, Philadelphia, St. Louis, Rochester, Nashville, & the North Carolina Local Sections and the Graduate Chemistry Society of the University of Puerto Rico-Rio Piedras.

Planned activities for 2022, YCC-NOBCChE Diversity/Inclusion and Professional Development Workshop, STEM Day at Churchill Academy, Student Affiliate Chapter Collaborations, ACS Virginia Mentorship Program, and Eastern US YCC Partnership Involvement.

Requesting a \$2000 budget for these activities.

We can do a Zoom meeting to get everyone together to finalize the Annual Reports. People need to sign-off once they're done on the site. Everyone can fill out the google shared community connections form. <https://drive.google.com/drive/folders/1fh-d2wIP7OTmYc0ch2U2jPwDAikgi-M?usp=sharing>

Have goal to get it done a week prior to the deadline. Julian will share info about what chemluminary nominations were selected.

k. **Women Chemists Committee- Chair Vacancy**

Need to follow-up with Stacey to get her annual reports details. Denise will reach out to her.

l. **Senior Chemists Committee – Rob Davidson and Joe Pompano**

Rob and Joe agreed to serve has co-chairs. They had discussions to launch a first meeting. They are looking to host an in-person gathering after COVID goes down.

VIII. R. Gerald Bass Award for Exceptional Service

Only given in special circumstances.

IX. Chemistry Olympiad Sarah E. Porter and Gary Lutz

Rob: Sarah proposed a budget for it. Denise is the chair of the trustee's board at the Science Museum of Virginia. They are incorporating more chemistry activities into their exhibits.

X. Section Website (Webmaster and Operating rules) – Joe Pompano

Joe has been fixing the broken links. Maybe start putting local jobs on the website and maybe the bulletin. Janet: I just emailed National about our status on the help.

XI. Science Museum of Virginia Collaborations – Denise Walters

Proposed ACS Grant for Science Museum (\$1500). Planned fund raiser for women's leadership breakfast. Need to be invited to attend or ask Denise to participate in the in-person event. Kristine can work with Timshel Purdum about doing CCEW in April/May. They are planning science after dark in the Fall. Th Science Museum heavily advertise this event in the past and would get at least 1000 guests attending. They are always looking for volunteers (adults and students). They have job openings. Denise can put interested candidates in touch with the Science Museum.

XII. Final Vote on Budget

Recent check(s) to the Metro Richmond STEM Fair was not received. Maybe increase the teacher awards price to \$500 and keep the school awards at \$300. For the teacher awards, we can ask them what would make the most sense for them to collect the award. Ann Sullivan can't find the key to the PO mailbox. Rob will reach out to USPS to inquire about the mail box.

Rob made a motion to approved the budget as shown. It was seconded and everyone voted in favor to approve.

XIII. Adjournment at 12:48 PM