

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**9 January 2003**

Meeting called to order at 4:36 PM in Pharmacia 126-1A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Sheryl Loux (SL); Joan Esson (JE); Brian Stockman (BS); Lydia Hines (LH); Paul Dobrowolski (PD); Dean Cooke (DC); Brian Buffin (BB); and WMU student affiliates Elizabeth Weiss-DeBoer (EWD) and Ariel Swanson (AS).

1. **Agendas Distributed.** Call for agenda additions or corrections. Suggested that 5.B.3 "2003 Goals", 5.B.4 "Chemistry Olympiad", and 5.B.5 "WMU SAACS" be added under new business. BB moved for acceptance of the agenda as modified, DS second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the December 2002 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. BS moved for acceptance of the minutes without correction, DC second. Vote: all in favor.
3. **Treasurer's Report.** MK distributed the monthly treasurer's report electronically prior to the meeting. The report indicates that all bills submitted to the section have been paid. MK has begun the financial section of the KACS annual report for 2002. The annual allotment for 2003 will be \$8,188.00. DC questioned the status of the revised 2003 budget as amended at the December 2002 EC meeting. The EC agreed that we would consider the proposed budget for acceptance at the February EC meeting (or when presented). LH moved for acceptance of the treasurer's report, BS second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *BSA Chemistry Merit Badge.* DS, PD, and BS are coordinating this event. The event will be held on 12 April 2003 at Western Michigan University. BS is communicating with the BSA office to advertise the event to local scoutmasters in SW Michigan. Registration will occur between February 3 and March 14. BSA committee (DS, PD, and BS) to meet on 15 January to further discuss preparations. Volunteers for the event will be solicited in the Jan/Feb. KalChemist news.
  - b) **New Business**
    - i) *2002 Annual Report Status.* BS noted that the first part of the on-line submission of the KACS annual report has been completed. Work on the narrative portion of the report is progressing. Articles that appeared in local media publications will be scanned and submitted to National ACS via pdf file. MK is working on the financial portion of the report. BS to bring draft copies of the report to the February EC meeting for review. Deadline for submission is February 15. LH and DC to review report as items are submitted on-line. DS to provide SEED summary to BS for inclusion in the report.
    - ii) *Salute to Shirley Whitt.* LH noted that Shirley Whitt, Gobles librarian, would be receiving an ACS "Salutes to Excellence" award for her active participation in National Chemistry Week activities over the past seven years. The award plaque will be presented on February 6, 2003 at the Van Buren county library district meeting in Decatur. LH and BM will attend on behalf of KACS. Pictures of the presentation will be published in the March/April edition of the KACS newsletter. BS noted that Annette Hoppenworth from the Kalamazoo Valley Museum would also be receiving a salute to excellence award for her activities associated with NCW. The plaque will be presented at a ceremony on January 22 that will be part of an event opening a new exhibit at the museum.

- iii) *2003 Goals*. BM noted that KACS goals for 2003 are needed for the annual report. Ideas forwarded included: the recruitment of additional people for participation in local section activities; continuation of traditional local section activities; and improvement of positive section activities.
- iv) *Chemistry Olympiad*. BM questioned past KACS participation in the Chemistry Olympiad. For numerous reasons, KACS has not held the event for several years and chooses to host only the local section Competitive Exam (organized by the KACS competitive exam committee, David Reinhold – Chair). Olympiad materials to be sent to David for consideration. LH suggested contacting the Western Michigan ACS section to assess the possibility of having us cooperate in the promotion of their Chemistry Olympiad program and their willingness to have KACS section students as participants. BM to contact members of the West Michigan section.
- v) *WMU SAACS*. EWD presented the current activities of the student affiliates chapter at WMU. Their mentoring/tutoring program is underway. Schools include Portage Central, Loy Norrix, and Kalamazoo Central High Schools. The SAACS is planning a career fair for Saturday, February 1 from 9 AM – 1 PM. Students from all local colleges will be invited. The chapter is working on a presentation for the ACS National meeting in New Orleans.

SL noted that Sue Stapleton and Regina Stevens-Truss have been reelected to the WCC steering committee. SL suggested that a section for committee reports be added to future EC meeting agendas.

BM moved for adjournment, BB second. Meeting adjourned at 5:14 PM by unanimous decision.

Next meeting will be held on 6 February 2003 at 4:30 PM in Pharmacia 126-1A.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**6 February 2003**

Meeting called to order at 4:32 PM in Pharmacia 126-1A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Joan Esson (JE); Lydia Hines (LH); Paul Dobrowolski (PD); Dean Cooke (DC); Patrick Irish (PI); and Brian Buffin (BB).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. BB moved for acceptance of the agenda, DS second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the January 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. LH noted that the awards presentation for Shirley Whitt will be on February 13 (listed as February 6 in minutes). LH moved for acceptance of the minutes as corrected, DC second. Vote: all in favor.
3. **Treasurer's Report.** MK unable to attend meeting. Sent notice that invoice had been received for Fall 2002 tour speaker. All liabilities of KACS have been met.

4. **Committee Reports**

- a) **Review of Active Committees** BM requested information on current KACS committees and chairs. The following was provided:

- Education – Don Schreiber  
- Competitive Exam – Dave Reinhold
- Awards – Sheryl Loux
- Public Outreach – Brian Stockman
- National Chemistry Week – Brian Stockman
- Women Chemists Committee – Sheryl Loux
- Nominations – Chair-elect
- Project SEED – Don Schreiber
- OLGA (legislative and government affairs) – John Stodola/Mike Kiella
- Career Coordinator – Sue Stapleton

b) **Submitted Reports**

- i) **WCC.** SL noted that the committee is continuing to write experiments for the Glowing Embers Girl Scout Badges book.
- ii) **Awards.** SL noted that nomination for the KACS Outstanding Service Awards remain open until March 1. Concerning the Helen Free AWARD: Lydia has previously been submitted for the Helen Free Award, but it has been at least 4 years since that last nomination, so I would be happy to submit the documentation necessary for the Award, however this year's awards nomination deadline was February 1 (so noted in our JAN/FEB KalChemist News) for all ACS national awards, so this should be on the agenda next December again.
- iii) **Project SEED.** DS in the process of completing application for this year's Project SEED. Deadline has passed, need to submit by next Wednesday (2/12/03) to be considered. Mentors are being sought. Would like to accommodate SEED II students if they wish to participate this year. If not, KACS may not participate in Project SEED this summer.

5. **EC Action Items**

a) **Old Business**

- i) **BSA Chemistry Merit Badge.** DS, PD, and BS are coordinating this event. The event will be held on 12 April 2003 at Western Michigan University. PD noted that chemical

demonstrations are being planned for the beginning of the event, as participants arrive. LH and DS noted that videos have been used in the past to fill the "down time" between different sessions. DS noted that the rooms at WMU for the event have been secured. Event typically involves 225 scouts + waiting list and around 40 volunteers.

- ii) *2002 Annual Report Status*. BM distributed draft copies of the 2002 KACS annual report for BS. LH and DC (and other EC members) to provide feedback and corrections directly to BS. MK is still working on the financial portion of the report. Will provide electronic copy for review when complete. Deadline for submission is February 15.
- iii) *Salutes to Excellence*. Annette Hoppenworth was honored at a reception in January at the Kalamazoo Valley Museum for her activities associated with NCW. Shirley Whitt to be honored next week (2/13/03).
- iv) *Chemistry Olympiad*. The ACS West Michigan Section conducts their own version of the Chemistry Olympiad and is not interested in the participation of KACS students in their event.

b) ***New Business***

- i) *Helen Free Award for Public Outreach – Lydia Hines Nomination*. As noted by SL, deadline for nominations has passed for 2003. Section should nominate LH for 2004 award in December.
- ii) *Chemagination*. The ACS "Chemagination" program was discussed. LH noted that the West Michigan section has participated in the past. Kalamazoo area high schools have not responded well to previous requests for participation. Program calls for students to predict and develop an invention of the future and to write an essay. Requires teacher support, creativity, and after-school time. Science clubs have participated in other sections.
- iii) *Midland Career Network*. Midland ACS section is attempting to create a tri-state career resource. BM to forward information to Sue Stapleton for implementation if she is interested in organizing.

JE noted that the Kalamazoo College SAACS chapter is conducting a middle school "forensics" program, hosting a social event, and organizing a career program for sophomores this semester.

DS noted that the WMU SAACS chapter held a Career Fair on Saturday, February 1. 22 students attended, 4 representatives from local companies were involved in mock interviews.

BM moved for adjournment, BB second. Meeting adjourned at 5:45 PM by unanimous decision.

Next meeting will be held on 6 March 2003 at 4:30 PM in Pharmacia 126-1A.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**6 March 2003**

Meeting called to order at 4:34 PM in Pharmacia 126-1A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Joan Esson (JE); Lydia Hines (LH); Paul Dobrowolski (PD); Dean Cooke (DC); Patrick Irish (PI); Brian Stockman (BS); Mike Kiella (MK); Sheryl Loux (SL); Brian Buffin (BB) and WMU student affiliates Jarrod Breeding (JB) and Curtis Deer (CD).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. BB moved for acceptance of the agenda, MK second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the February 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. LH moved for acceptance of the minutes, MK second. Vote: all in favor.
3. **Treasurer's Report.** MK distributed the approved KACS 2003 budget and the monthly report for January/February. Noted that the fee for an ACS Tour Speaker will increase from \$285 to \$300 this year. The monthly report includes \$75 added back into the balance for 3 student award checks that were not cashed. The closing ledger balance is \$3201.62, with an additional \$5582.65 in GLRM funds held in reserve. MK will be investigating options for reinvestment of the Merrill-Lynch funds and the GLRM funds and will report his findings at a future EC meeting.
4. **Committee Reports**
  - a) **National Chemistry Week** – BS noted that the NCW banner display time has been reserved. Banner to be displayed during NCW.
  - b) **Awards** – SL noted that no additional nominations for outstanding service to the section have been received.
  - c) **WCC** – SL noted that the committee met in February and that work continues on writing experiments for the Girl Scouts merit badge.
  - d) **SEED** – DS noted that the application for a SEED program in 2003 was submitted. Three mentors have been secured. A year-2 student is planning to participate.
  - e) **Newsletter** – March 10<sup>th</sup> deadline for March/April edition of the KalChemist News. MK suggested an “in remembrance” notice for Dr. Thomas Fleck. EC concurred.
5. **EC Action Items**
  - a) **Old Business**
    - i) **BSA Chemistry Merit Badge.** DS, PD, and BS are coordinating this event. BS noted that most of the section leaders have been secured. Still looking for 1 more. Volunteers still being sought for the 12 April event. Request for assistance to appear in the March/April newsletter. Expect 200 scouts to attend. Program to run from 9AM-4PM.
    - ii) **2002 Annual Report Status.** BS noted that the 2002 KACS annual report was filed by the deadline of February 15. Copies of the final draft were distributed. An electronic version has been archived.
    - iii) **Salutes to Excellence.** Shirley Whitt was honored in February for her efforts as part of NCW. BM and LH attended the awards ceremony on behalf of KACS.
    - iv) **Spring Banquet.** DS noted that the annual spring awards banquet will take place on Monday, May 19, 2003. All ACS members may nominate a High School chemistry teacher for the outstanding teacher award this year.

b) ***New Business***

- i) *ACS National Meeting Update.* DC noted that dues are expected to increase to \$120 for next year. An issue at the upcoming meeting in New Orleans will be a proposal to increase funding for smaller local sections and divisions, both of which typically operate at a deficit. DC has been working on the proposal at the National level and plans to vote in favor of the proposal on behalf of KACS.
- ii) *2004 Tour Speakers.* PI will be coordinating ACS tour speakers for KACS. Will be seeking EC input.
- iii) *Reorganization of KACS Financial Report.* BM recommended changing our current KACS budget format to more closely match that required in the ACS annual report. MK suggested mapping our current line item method to that used by National. MK to bring updated budget format to upcoming KACS EC meeting.
- iv) *Speaker for KAMSC Senior Awards Dinner.* PD noted that KAMSC is looking for a speaker for their annual awards dinner.

WMU SAACS. CD presented the activities of the WMU student affiliate chapter. Noted that their career fair had 15 student attendees. Corporate representatives from Pharmacia, Perigo, and KALSEC helped with mock interviews and gave career advice. WMU SAACS will be hosting a "follow-up dinner" for corporate volunteers on March 19. MK questioned their planning for future officers of the chapter. CD noted that recruitment for next fall is currently underway.

KACS will not have an ACS tour speaker this spring. It was suggested that a section meeting with a local speaker, similar to those of a couple years ago, be planned. Further discussion to occur at an upcoming meeting.

Next meeting will be held on 10 April 2003 at 4:30 PM in Pharmacia 126-1A.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**10 April 2003**

Meeting called to order at 4:36 PM in Pharmacia 126-1A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Joan Esson (JE); Lydia Hines (LH); Paul Dobrowolski (PD); Patrick Irish (PI); Brian Stockman (BS); Mike Kiella (MK); Sheryl Loux (SL); Jed Fisher (JF); Brian Buffin (BB) and WMU student affiliate Elizabeth Weiss-DeBoer (EWD).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. MK moved for acceptance of the agenda, BB second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the March 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. MK moved for acceptance of the minutes, BM second. Vote: all in favor.
3. **Treasurer's Report.** MK distributed the monthly treasurer's report dated 10 April 2003. Current closing ledger balance is \$5,630.36, with an additional \$5,582.65 in GLRM funds held in reserve. Balance of the Merrill-Lynch account was \$13,975.77 on 3/28/03. MK is still investigating options for reinvestment of the Merrill-Lynch funds and the GLRM funds. Incentives being offered for "personal" accounts at local banks do not apply. MK confirmed for DS that checks to individual award winners, WMU, and other individuals is an acceptable method of handling expenses to be incurred as part of the Spring awards banquet. BB moved for acceptance of the treasurer's report, DS second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *BSA Chemistry Merit Badge.* DS, PD, and BS are coordinating this event to take place on 12 April at WMU. BS noted that 190 scouts have confirmed participation, with some cancellations due to sports events. WMU and Kalamazoo College teams have been organized. JE will be conducting the Analytical section, WMU faculty will oversee the remaining. John Stodola will be coordinating on-site activities with DS in the absence of BS. Chemical demonstrations will be performed from 7:45 – 8:30 AM as scouts arrive. Introductory remarks to start at 8:30 AM. Pizza lunch to be provided for all volunteers.
    - ii) *Spring Banquet.* DS noted that the annual spring awards banquet will take place on Monday, May 19, 2003. Twelve students have been nominated for outstanding high school student awards so far. The competitive exam final will occur on 26 April. Three HS teachers have been nominated to receive the outstanding teacher award. Still awaiting qualification materials. MK questioned the reservation procedures in an effort to avoid problems associated with limited space/meals that occurred at last year's event. Problem arose from teachers receiving a complimentary meal not realizing that registration was still required. MK suggested that the WMU student affiliate poster be displayed at the awards banquet.
    - iii) *National Meeting Update.* LH provided the EC with an update of events that occurred at the ACS National meeting in New Orleans. Noted that 2 candidates have been nominated to run for ACS president. ACS dues will increase to \$120 for 2004. The funding petition for local sections and divisions passed with limited debate. KACS was nominated for a speaker hospitality award, but did not receive. Divisions and local sections are being asked to more fully collaborate on hosting regional and local meetings. NCW will be October 17-23, 2003. Theme is "Earth's Atmosphere and Beyond". The theme for NCW 2004 will be "Chemistry of Health and Wellness". The society of chemical education is looking to increase recognition for student affiliate advisors.

- iv) *2003 Spring Tour Speaker*. PI noted that KACS will not be hosting a local section speaker this Spring due to the limited amount of time to schedule the event. PI to discuss improvements to the tour speaker selection process with ACS local section activities coordinators at the upcoming Salt Lake City leadership conference.
- v) *Reorganization of KACS Financial Report*. MK to bring options to next EC meeting.

b) **New Business**

- i) *Letterhead*. BM noted that David Reinhold and BB were looking for KACS local section letterhead. SL noted that an electronic version for incorporation into document headers was available. SL to distribute to EC.
- ii) *Fall Tour Speaker*. BM noted that John Fortman is tentatively scheduled for Tuesday, September 23. Still awaiting approval by other Michigan sections. Standard schedule to be arranged for his visit. Theme of his talk will be Chemical Demonstrations. LH noted that his focus on demonstrations may be better suited to a younger audience and that students and instructors at KAMSC would likely be disappointed with allocating time to a talk about demonstrations. Evening presentation to occur at Kalamazoo College.
- iii) *Girls in Science and Math Outreach Project*. SL represented KACS at a local program aimed at interesting young girls in science and math. The event was held at the Kalamazoo Valley Museum in early March. SL reports that this was a very good event that KACS should plan on supporting in future years. PD suggested announcing next year's event in the newsletter.
- iv) *Local Section Dues*. MK noted that KACS local section dues for 2004 are currently set at \$5. EC voted unanimously to retain the dues at this level.
- v) *OLGA*. MK noted the possibility of losing state funding for math and science centers and other local programs that benefit science education. This would have a dramatic negative impact on efforts to enhance science literacy in Michigan. John Stodola and MK are planning to draft a letter asking the MI legislature to reinstate funding for these programs. MK questioned drafting this letter on behalf of the KACS EC. SL agreed, but suggested that the draft should be distributed for review and feedback. PI questioned whether the ACS Legislative Action Network (LAN) would be interested in soliciting MI members to write their local legislators. MK to check with National ACS OLGA to confirm support for this KACS initiative and ask about LAN support.

5. **Committee Reports**

- a) *Awards*. SL noted that 2 pairs of Father/Son will be receiving outstanding service awards for their outreach activities. Awardees to be honored at the Spring banquet for their continued service to the society are Robert Garlic with son Neil and Christopher Glass with son Evan Loux.
- b) *Project SEED*. DS noted that applications from students wishing to participate should be submitted shortly.
- c) *WMU Student Affiliates*. EWD noted that president-elect Curtis Deer attended the ACS National meeting in New Orleans. Received a very favorable response to his poster highlighting WMU SAACS activities. The ACS student affiliate magazine *InChemistry* asked him to write an article about the groups activities. The chapter will be applying for an Innovative Activities Grant again this year to support a Fall program entitled *Tacos and Tie-Dye*. MK questioned changing of WMU SAACS checking account to reflect new officers for next year. EWD to coordinate with DS, MK, and new treasurer.

Meeting adjourned at 6:10 PM by unanimous vote. Next meeting will be held on 1 May 2003 at 4:30 PM in Pfizer 126-1A. Minutes recorded by B. Buffin



Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**1 May 2003**

Meeting called to order at 4:42 PM in Pfizer 126-1A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Joan Esson (JE); Lydia Hines (LH); Brian Stockman (BS); Mike Kiella (MK); Brian Buffin (BB) and Dean Cooke (DC).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. MK moved for acceptance of the agenda, BB second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the April 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. DS moved for acceptance of the minutes, BS second. Vote: all in favor.
3. **Treasurer's Report.** MK noted that all financial obligations of the section have been met. Councilors have been reimbursed for expenses associated with the New Orleans meeting. The annual allotment of \$8,188 from ACS has been received and deposited. The current balance in the KACS account is approximately \$16,166. DS moved for acceptance of the treasurer's report, DC second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *BSA Chemistry Merit Badge Wrap-Up.* BS noted that John Stodola has prepared a report detailing the event. 163 scouts, 51 scout leaders, and 52 volunteers participated on 12 April 2003 at WMU. BS to distribute certificates of recognition to the volunteers. Slightly lower than anticipated attendance was attributed to shorter interval since previous Merit Badge event (19 months vs. 24) and to the late date (after Spring break and during sports conflicts). Overall a good event.
    - ii) *Spring Banquet.* DS noted that the annual spring awards banquet will take place on Monday, May 19, 2003 and that plans are progressing on schedule. 20 exam winners, college students from WMU and Kalamazoo College, HS students, teachers, and others will be recognized. The room at WMU has been reserved and prizes have been ordered. MK awaiting the names of the award winners so that checks can be drafted.
    - iii) *Reorganize KACS Financial Report.* MK to bring a plan for the restructuring of KACS accounts in order to align them with the ACS annual report format to a future meeting. MK noted that he met with WMU SAACS members to discuss professional opportunities, financial control of the SAACS chapter account, and programming for the Fall 2003 semester.
    - iv) *2003 Fall Tour Speaker.* BM noted that the ACS tour speaker in the Fall will likely be John Fortman on 23 September. Still awaiting final confirmation. MK suggested that we may wish to consider a local speaker with dinner in the future, similar to previous years, in lieu of the ACS tour speaker service.
  - b) **New Business**
    - i) *2003 Chemistry Day at the Museum.* BS noted that planning is ongoing. Museum personnel have met with BS and BM. A timeline of activities has been developed in order to minimize the last minute rush of activities.

- ii) *Pfizer Acquisition Impact on KACS.* Many of the KACS EC will likely be relocating as a result of the Pfizer acquisition of Pharmacia. Many more KACS members will also likely be leaving the section. Enrollment and dues will be impacted. 2004 allotment from ACS is based on July enrollment. Current KACS account has enough for this year's programs as well as next year's (drawing from reserve). New members may be added as people relocate to Kalamazoo. A newsletter with Fall events is going to be needed. BM to contact PD to find out current method of producing the newsletter. A June newsletter with BSA Merit Badge and Awards Banquet information should be produced. KACS councilor positions are secure until 2007.

## 5. Committee Reports

- a) *Project SEED.* DS noted that 2 new students (1 Kalamazoo Central HS, 1 Loy Norrix High School) and 1 returning student will participate in Project SEED this summer. 3 alternates are also available. Noted that a former SEED student is now president of the WMU SAACS chapter.
- b) *OLGA.* MK and John Stodola still in the process of drafting a letter to the state legislature urging support of local math and science centers.
- c) MK will be participating in a career fair for area youth on May 19. Will provide a write-up of his activities.

Meeting adjourned at 5:33 PM by unanimous vote. Next meeting will be held on 12 June 2003 at 4:30 PM at Bell's Café in Kalamazoo. Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**12 June 2003**

Meeting called to order at 4:45 PM at Bell's Eccentric Café in downtown Kalamazoo.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Lydia Hines (LH); Brian Stockman (BS); Brian Buffin (BB); Paul Dobrowolski (PD); and Patrick Irish (PI).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. BB moved for acceptance of the agenda, DS second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the May 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. DS moved for acceptance of the minutes, BS second. Vote: all in favor.
3. **Treasurer's Report.** MK sent an electronic message prior to the meeting indicating that all bills of the KACS have been paid and that the section is financially sound. MK will be meeting with DS to prepare Project SEED stipends.
4. **EC Action Items**
  - a) **Old Business**
    - i) *Spring Banquet Wrap-Up.* DS noted that the Spring KACS awards banquet held on 19 May 2003 was a success. Positive feedback and appreciated by those attending. One award recipient noted however that his/her parents were unable to attend because the cost of the dinner for the two of them (\$30) was greater than the award value of \$25. Solutions were discussed including the option of awarding more free dinners or raising the minimum award to \$35. Education committee will address this issue for next year's banquet.
    - ii) *Reorganization of KACS Financial Report.* This item was tabled until a future meeting.
    - iii) *2003 Fall Tour Speaker.* BM confirmed that the ACS tour speaker in the Fall will be John Fortman. Date will likely be 23 September 2003 at Kalamazoo College. BM to coordinate with JE at Kalamazoo College and the ACS speakers bureau. Early September newsletter may be needed to advertise event. Also look to place announcement in summer issue if possible.
    - iv) *2003 Chemistry Day at the Museum.* BS noted that no further progress has occurred. We will likely need to locate a new coordinator for this event as BS is likely to move as part of the Pfizer reorganization.
    - v) *Pfizer Acquisition Impact on Section.* BM noted that he will still be in Kalamazoo for now. SL will be leaving. PI is here to stay. PD will likely be moving to Ann Arbor. MK is staying. BB, DS, DC, LH status is unchanged. Discussion followed.
  - b) **New Business**
    - i) *KACS Advertising Policy.* Further revision and drafting of a policy to be discussed at a future meeting. BS moved that we accept and print the advertisement submitted by Steve Bertman for the Dean, College of Arts and Sciences, at Western Michigan University. BB second. Vote: all in favor.

- ii) *Leadership Conference Wrap-UP.* PI noted that the leadership conference for Local Section officers held in Salt Lake City was very good and well worth attending. Many contacts at other sections and at National ACS were made.
- iii) *Successor Chair-elect.* PI noted that he has approached two individuals, 1 male and 1 female, both of which have expressed some interest in being a candidate for chair-elect this Fall.

## 5. **Committee Reports**

- a) *Nominations.* PI noted that Chair-elect and Newsletter editor will be needed.
- b) *Project SEED.* DS noted that the program started on Wednesday, June 11. Three students are participating at WMU. Reception will be held on Thursday, August 7.
- c) *Newsletter.* PD noted that a July/August newsletter was published in 2002. Questioned the need for one this year. Project SEED reception and Tour Speaker announcements could go into a "summer" issue this year.

Meeting adjourned at 5:28 PM by unanimous vote. Next meeting will be held on 7 August 2003 at 4:30 PM at Bell's Eccentric Café in Kalamazoo.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**5 August 2003**

Meeting called to order at 4:42 PM at Bell's Eccentric Café in downtown Kalamazoo.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Lydia Hines (LH); Brian Buffin (BB); Paul Dobrowolski (PD); John Stodola (JS); Dean Cooke (DC); Mike Kiella (MK); and Sheryl Loux (SL).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. MK moved for acceptance of the agenda, BB second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the June 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. MK moved for acceptance of the minutes, PD second. Vote: all in favor with one abstention.
3. **Treasurer's Report.** MK distributed an updated report for the period 4/10/03-8/5/03. All obligations have been paid. The current account balance is \$1738.63 with an additional \$5582.65 from the GLRM held in reserve. The Merrill-Lynch money market account had a July interest of \$6.21 and a closing balance of \$14,009.40 as of 7/25/03. Project SEED support from the WMU Foundation should be forthcoming shortly. BB moved for acceptance of the treasurer's report, DS second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *Reorganization of KACS Financial Report.* This item was tabled until a future meeting.
    - ii) *KACS Advertising Policy.* MK distributed a draft of the new KACS advertising policy. Asked that feedback be given for incorporation. Final version to be voted on for adoption at the September EC meeting. The printing of the KalChemist News by Pfizer if it contains advertisements was questioned. Other minor corrections were noted.
    - iii) *2003 Fall Tour Speaker.* BM confirmed that the ACS tour speaker in the Fall would be John Fortman, Professor Emeritus at Wright State University. His talk will focus on chemical demonstrations. The talk will be 23 September 2003 at Kalamazoo College, Room 226 of the Dow Science Building. BM to coordinate visits and interviews and inquire about getting a Gazette announcement prior to the talk.
    - iv) *2003 Chemistry Day at the Museum.* BS noted that no further progress has occurred. Museum staff has been contacted and are happy with the pace of activity planning. JS suggested looking over list of old volunteers to see who is still in Kalamazoo following the Pfizer acquisition.
    - v) *Pfizer Acquisition Impact on Section.* SL is still in town and employed at a local company. Will remain active in the section. BS has moved to CT, PD will be moving to Ann Arbor shortly.
  - b) **New Business**
    - i) *Replacements for Newsletter Editor and NCW Coordinator.* BM to edit and publish KalChemist News until further notice. BM also coordinating NCW. The search for other individuals willing to be involved with KACS is ongoing.

- ii) *Farewell to Brian Stockman and Paul Dobrowolski.* BS and PD were thanked for all of the dedicated and selfless service they have given to KACS and the EC over the years.
- iii) *Initiatives Grant Program.* SL distributed a flier announcing the ACS Local Section Innovative Projects Grant Program. Beginning in 2004, a pool of approximately \$110,000 will be available annually to local sections for innovative projects or programs. Deadlines for proposals will be October 1 and April 1. The EC will look for a project to support via submission of a proposal to this program.

## 5. **Committee Reports**

- a) *Councilor Report.* LH noted a few of the items to be voted upon at the upcoming National meeting in New York.
- b) *Project SEED.* DS noted that the reception for Project SEED students would be held on Thursday, August 7.

Meeting adjourned at 5:45 PM by unanimous vote. Next meeting will be held on 4 September 2003 in Pfizer 126 1-A.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**4 September 2003**

Meeting called to order at 4:36 PM at Pfizer B126 1-A.

**Present:** Ben Maxey (BM); Don Schreiber (DS); Brian Buffin (BB); Dean Cooke (DC); Mike Kiella (MK); Patrick Irish; Sheryl Loux (SL); and WMU student affiliates Elizabeth Weiss-DeBoer (EWD) and Curtis Deer (DC).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. DS moved for acceptance of the agenda, PI second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the August 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. BM requested one name correction to the minutes. PI moved for acceptance of the minutes as ammended, DS second. Vote: all in favor.
3. **Treasurer's Report.** MK noted that all obligations of the section have been paid. The current account balance is \$7367.91. MK informed the EC that the January-June local section dues check in the amount of \$634 has been received from ACS. This represents a significant decrease from previous years. Discussion followed as to whether the reduction is a result of transfers out of the section due to the Pfizer acquisition of Pharmacia or an internal ACS fluctuation based on when local section dues are received and distributed (the previous local section dues check was abnormally high). DC suggested that ACS may have a way of tracking members upon relocation. BM to inquire. MK stressed the need to consider a potential 25% reduction in funds when formulating the budget for 2004 and beyond. DS moved for acceptance of the treasurer's report, PI second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *Reorganization of KACS Financial Report.* This item was tabled until a future meeting.
    - ii) *KACS Advertising Policy.* This item was tabled until the October meeting.
    - iii) *2003 Fall Tour Speaker.* BM confirmed that the ACS tour speaker, John Fortman, Professor Emeritus at Wright State University, will give a talk on chemical demonstration "bloopers" at 5 PM on Tuesday, September 23 at Kalamazoo College, Room 226 of the Dow Science Building. Speaker itinerary has been arranged, but a few details remain.
    - iv) *2003 Chemistry Day at the Museum.* BM noted that the event will be held on November 8. Planning continues on schedule. Still seeking volunteers. BM also noted that National has *ChemMatters* and other publications available for distribution during NCW. In the past these have been distributed at the HS Fall symposium and elsewhere. LH previously coordinated this aspect of NCW, and may continue to do so this year. BM to verify with LH.
    - v) *Successor Chair-Elect.* PI noted that co-worker Kent Alleman is still considering running for the chair-elect position.
    - vi) *Replacements for Newsletter Editor and NCW Coordinator.* Replacements have yet to be identified.

b) ***New Business***

- i) *Public Relations Chair*. BM questioned whether or not we have a person in charge of Public Relations responsible for media coverage of events, etc. LH was formerly PR representative for the section. EC should actively recruit for someone to fill this position, as well as the other open positions in the wake of the Pfizer acquisition. BB to confirm that Secretary, Chair-elect, and Alternate-councilor positions need to be elected this year. Other open positions include Newsletter editor and NCW coordinator.

5. **Committee Reports**

- a) *Project SEED*. DS noted that the reception for Project SEED students, held on Thursday, August 7, was a success.
- b) *Education Committee*. DS noted that the committee will be meeting before the October EC meeting.
- c) *Newsletter*. BM informed the EC that the September/October issue of the KaiChemist News should be out early the week of September 8. Nominations for the open positions will be solicited.
- d) *WMU SAACS Chapter*. CD informed the EC that the WMU student affiliate chapter has been very active, although the semester has only recently commenced. A sale of goggles is ongoing and has earned the chapter needed funds. Membership numbers are up. The chapter is expecting to hear from ACS their decision on an innovative activities grant proposal the affiliates submitted in the Spring. The students will be hosting the Chemistry Spectacular on October 22. The chapter will be meeting with their industrial advisors, MK and John Stodola, on 24 September for an organizational meeting.

Meeting adjourned at 5:42 PM by unanimous vote. Next meeting will be held on 2 October 2003 in Pfizer B126 1-A.

Minutes recorded by B. Buffin



Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**6 November 2003**

Meeting called to order at 4:37 PM at Pfizer B126 1-A.

**Present:** Ben Maxey (BM); Brian Buffin (BB); Dean Cooke (DC); Patrick Irish (PI); Lydia Hines (LH); Julie Lorenz (JL); Joan Esson (JE); Sheryl Loux (SL); and Kent Alleman (KE).

1. **Agendas Distributed.** Call for agenda additions or corrections. None forwarded. BB moved for acceptance of the agenda, PI second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the October 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. PI moved for acceptance of the minutes without correction, DC second. Vote: all in favor.
3. **Treasurer's Report.** MK unavailable at time of meeting. Electronic copy of Treasurer's report to be sent prior to next meeting or a complete update will be given at the December EC meeting.
4. **EC Action Items**
  - a) **Old Business**
    - i) *Reorganization of KACS Financial Report.* This item was tabled until a future meeting.
    - ii) *KACS Advertising Policy.* Approved at October meeting.
    - iii) *2004 Budget Workshop.* This item was tabled until a future meeting.
    - iv) *2003 Chemistry Day at the Museum.* JL noted that there are currently over 100 volunteers and 26 demonstrations scheduled for the event to be held on 8 November. Media is being coordinated through KVCC and the museum. Placemat advertisings were distributed to local eateries. Pfizer photographer is planning on capturing pictures of the event. Demonstrations can be setup beginning on Friday afternoon. All planning is complete to date.
    - v) *St. Monica's NCW Speaker.* WMU Student affiliates are planning to do chemical demonstrations for this school.
    - vi) *Fall High School Student/Teacher Symposium.* BB noted that the event was held on Tuesday, 4 November at WMU. Attended by approximately 225-250 individuals. Keynote address on atmospheric chemistry by Dr. Steven Bertman of WMU. Education committee is looking at ways to change program in the future due to limited classroom space and other logistical problems. May opt for a spring event in late April or early May.
    - vii) *KVCC Museum "Challenger" Anniversary Celebration.* KACS presented 3 "salutes to excellence" at the celebration held in downtown Kalamazoo on 10/18/03.
  - b) **New Business**
    - i) *Election Slate.* JL running for alternate councilor. KE running for Chair-elect. JE agreed to run for secretary at the EC meeting. BB moved for acceptance of the slate as modified, DC second. Vote: all in favor. Ballots will be printed in the upcoming newsletter. Need to certify results by December 1. EC should work at getting slate finalized earlier in the year to give membership more time to vote in the future.

- ii) *Salutes to Excellence Awards to the Kalamazoo Air Zoo and to Assistant Education Director Gerard Pahl.* LH requested that the Kalamazoo section award these recognitions at an air zoo event to be held in mid-December. LH has contacted a representative at the KAZ about the awards. Award to Gerard Pahl to be kept secret until the time of the event. LH to coordinate applications for the awards with National ACS and present them at the Air Zoo. PI moved for acceptance of this request, JE second. Vote: all in favor.
- iii) *Chemistry Day Banner.* LH requested information on the current layout of the NCW banner. BM confirmed that the top of the banner includes the NCW "theme", the second row has "Chemistry" in bold letters, and the bottom row includes the dates. LH suggested that the "theme", which needs to be updated each year, is not needed and is a waste of KACS resources. LH suggested a more "generic" design that could be reused each year. After discussion, it was suggested that the banner dates should advertise the "Museum Day" rather than NCW. BM and PI will bring a suggested design and generic slogan to a future meeting.
- iv) *Spring Tour Speaker.* PI noted that no time was devoted to the ACS Tour Speaker process at the St. Louis local section officers meeting. The national coordinator of the tour speaker service was not present at the meeting. Thus, there is currently no plan to have a tour speaker visit the Kalamazoo section in Spring 2004. BM suggested a local chapter meeting in lieu of a tour speaker. SL concurred and suggested a dinner meeting and talk as has been done in the past. A request for local individuals willing to give a talk could go into the newsletter. KACS would then have a register of local section speakers for upcoming technical and general public talks. Details for Spring 2004 to be decided at an upcoming meeting.
- v) *December EC Meeting.* BM suggested having a holiday potluck as part of the December EC meeting. Event to be held at his house following the normal EC meeting at Pfizer. BM to coordinate dishes, etc.

## 5. Committee Reports

No committee reports were provided

Meeting adjourned at 5:30 PM by unanimous vote. Next meeting will be held on 4 December 2003 in Pfizer B126 1-A.

Minutes recorded by B. Buffin

Executive Committee  
Kalamazoo Section, ACS  
**MEETING MINUTES**  
**4 December 2003**

Meeting called to order at 4:44 PM at Pfizer B126 1-A.

**Present:** Ben Maxey (BM); Brian Buffin (BB); Patrick Irish (PI); Lydia Hines (LH); Don Schreiber (DS); Sheryl Loux (SL); Mike Kiella (MK); Karina Kwok (KK); and Kent Alleman (KA).

1. **Agendas Distributed.** Call for agenda additions or corrections. PI requested the addition of *public relations coordinator* discussion under new business. MK moved for acceptance of the agenda as modified, DS second. Vote: all in favor.
2. **Approval of Minutes from Previous Meeting.** Minutes from the November 2003 EC meeting were sent electronically prior to the meeting. Additional copies were also distributed. SL noted an error in the election slate. 4.b.i should note that "SL" is running for alternate councilor (vs. "JL"). LH moved for acceptance of the minutes as corrected, SL second. Vote: all in favor.
3. **Treasurer's Report.** MK distributed treasurer's reports dated 13 November and 4 December, 2003. No unusual expenditures or events occurred in these two months. All obligations of the section have been met. An updated statement from Merrill-Lynch for the money market account was unavailable at the time of the meeting. PI moved for acceptance of the treasurer's report, BB second. Vote: all in favor.
4. **EC Action Items**
  - a) **Old Business**
    - i) *2003 Chemistry Day at the Museum.* BM noted the success of this program. Approximately 1300 participants. Only concern was the low "flow" of visitors to displays in the KVCC building. PI suggested some form of "extra thanks" to JL for all her efforts to make the event a success.
    - ii) *St. Monica's NCW Speaker.* DS noted that the planned presentation by the WMU SAACS chapter failed to occur due to scheduling conflicts and communication breakdown.
    - iii) *Election Results.* Kent Alleman was elected to the position of *chair-elect*, Joan Esson was elected to a 2-year term as *secretary*, and Sheryl Loux was elected to another 3-year term as *alternate councilor*. All three were elected in "landslide" victories, receiving 100% of the votes cast.
    - iv) *2004 Proposed Budget.* MK distributed a 9-page document detailing the proposed 2004 KACS budget. Included in this information was a line-item accounting of 2003 expenditures, the approved 2003 budget against which these expenditures were incurred, and the proposed 2004 budget. Much discussion ensued, primarily focused on increasing the amount allocated to the exam committee in order to increase the value of individual awards. Current "honorable mention" awards do not cover the cost of dinner for 2 parents at the banquet. DS moved for approving a deficit budget by increasing line 701 from \$3,875 to \$5400, SL second. Vote: 8 in favor, 1 opposed (MK). In order to offset the cost of this increase, it was suggested that an additional line (703) be added for income that can be raised to support this valuable program. SL noted that line 908 (boy scout merit badge) should be moved to line 909 for this year. BM requested that income line 2300 *local section dues* be decreased from \$3,800 to \$2500 to more realistically reflect expected income following the Pfizer acquisition. LH moved for acceptance of the 2004 budget as modified, SL second. Vote: all in favor.

b) **New Business**

- i) *Update of WMU SAACS Account.* MK noted that a scheduled meeting between himself and student affiliates at WMU to discuss and evaluate several key points related to oversight of their financial account did not occur due to scheduling conflicts and communication breakdown. This is required as part of the agreement allowing the SAACS chapter to use the local section ACS Tax ID number. MK also noted that the chapter still needed to provide data on student enrollment before funds could be dispersed. For the 2004 budget, the chapter has also requested \$100 to host a chemistry quiz competition as a recruitment tool.
- ii) *WMU SAACS Grant Proposals.* MK noted the need to further discuss this item with the student affiliates before presenting info to the EC.
- iii) *No Discussion*
- iv) *No Discussion*

c) **Defer to January Meeting**

- i) *Reorganize KACS Financial Report*
- ii) *Salutes to Excellence Awards to the Kalamazoo Air Zoo and Gerard Pahl*
- iii) *Chemistry Day Banner*
- iv) *Girl Scout Merit Badge.* SL noted that this event will be held on 13 March 2004. Call for volunteers needs to go in the January newsletter. Media coverage to be coordinated.
- v) *Spring Tour Speaker.* Mary Ann Nefcy will speak at WMU on Friday, April 23, 2004. PI to organize. BM suggested trying to schedule at an earlier time than normal due to the impending weekend following the talk.

5. **Committee Reports**

- i) *LH* – updated the EC on activities of committees she chairs.
- ii) *SL* – updated the EC on activities of committees she chairs. Noted the need for awards nominations announcement in next newsletter. Also noted that there will be open positions on the WCC steering committee.
- iii) *DS* – noted that the annual High School symposium is likely to move from Fall semester to Spring. Details on an *exam committee* proposal from Dave Reinhold were forwarded to the EC.
- iv) *KK* – updated the EC on newsletter happenings. Questioned how to coordinate the newsletter distribution with the membership list. Suggested expanding the electronic distribution option that has been in place. Also, noted the desire to place brief biographical descriptions of the new EC officers in the January newsletter (noticeably absent from the election slate). PI noted that a call for nominations ought to occur in the May/June newsletter with elections in the September/October issue (as required by our bylaws).

LH, as part of councilor official duty, distributed to BM a postcard from ACS national noting that 2003 annual report information has been distributed to section chairs.

Meeting adjourned at 6:48 PM by unanimous vote. Next meeting will be held on 8 January 2004 in Pfizer B126 1-A.

Minutes recorded by B. Buffin