

Executive Committee  
Kalamazoo Section, ACS  
**Meeting Minutes**  
**03 January 2007**

Meeting called to order at 6:05pm at TGI Fridays on West Main.

**Present:** Lydia Hines (LH), James Kiddle (JK), Mike Kiella (MK), Barbara Lee (BL), Sheryl Loux (SL), John Miller (JM), Don Schreiber (DS), and Monica Whitmire (MW)

1. **Introduction of Newly Elected Officers**
  - a. MW introduced the following officers:
    - Chair – MW
    - Chair Elect – JK
    - Immediate Past Chair – MK
    - Secretary – BL
    - Treasurer – JM
    - Councilors – DC and LH
    - Alternate Councilors – DS and SL
2. **Western Michigan University Affiliates**
  - a. No affiliates were present, but MW named the WMU affiliates, Loren LaPointe and Jenifer Ward, as well as the Kalamazoo College Student Affiliate Advisor, Joan Esson.
  - b. The Chemistry of Beer Program will be held February 3.
3. **Councilor's Orientation for New KACS EC Officers**
  - a. LH provided officer job descriptions from 1981.
  - b. MK will put the descriptions into an electronic form.
  - c. The descriptions may be revised in the future.
4. **Secretary's Report**
  - a. Amy StCharles will send the December 2006 minutes by the end of the week.
  - b. Approval of the December 2006 minutes will be tabled until next month.
5. **Treasurer's Report**
  - a. The December 2006 Treasurer's Report was unanimously accepted as submitted.
  - b. JM stated that there are no outstanding checks.
  - c. JM stated that the 2007 local section allotment is the same as last year and the cuts will come next year.
  - d. Since the 2007 budget reflected an anticipated cut , there will be a proposal next month concerning what to do with the extra income.

**6. Old Business**

- a. Plans for Local Section Leadership Conference
  - 1) JK will be attending the conference in Baltimore at the end of January.
- b. Status of Elementary School Outreach Program
  - 1) Carl Stachew will send an update to MW.
- c. Status of Search for KALCHEMIST News Editor
  - 1) MK stated that Ben Maxey is no longer doing the newsletter. MK put the last issue together.
  - 2) DS will contact a teacher, Brad Portis, to see if he has an interest.
- d. Science Café Mini-Grant Planning Committee
  - 1) Tabled until next month.
- e. Status of Mentor Program Development Activities
  - 1) Tabled until next month.
- f. Earth Day
  - 1) LH stated that Earth Day will be April 22 and she provided information about the Illustrated Haiku Contest.
  - 2) BL will ask the Pfizer Educational Initiative (PEI) committee if they or KRESA have any interest or plans for Earth Day.
- g. Invitation to the PEI Committee
  - 1) BL will ask if someone from the PEI committee would regularly attend the KACS meeting.

**7. New Business**

- a. FY2006 Annual Report
  - 1) MK stated that it is due by February 15.
  - 2) MW will fill it out and BL will send it to the ACS Records Office. Mark O'Brien is the staff liason.
- b. Status of Boy Scout Merit Badge Program
  - 1) DS stated that since the badge requirements have changed, they don't need much help from us.
  - 2) We could make an offer to them to provide tours of WMU labs.
- c. Around the Table
  - 1) DS provided an overview of the Foundation, including Project SEED and the Competitive Exam.
  - 2) SL asked that the minutes record that JM has the section camera.

Meeting adjourned at 7:37pm by unanimous vote. The next meeting date will be Wednesday, February 7, at 6:00pm at TGI Fridays on West Main in Kalamazoo.

Executive Committee  
Kalamazoo Section, ACS  
**Meeting Minutes**  
**14 March 2007**

Meeting called to order at 6:10pm at TGI Fridays on West Main.

**Present:** Dean Cooke (DC), Lydia Hines (LH), Clark Kahn (CK), James Kiddle (JK), Jennifer Larese (JL), Barbara Lee (BL), Sheryl Loux (SL), John Miller (JM), Don Schreiber (DS), Carl Stachew (CS), Wendell Tomes (WT), and Monica Whitmire (MW)

1. **Secretary's Report**
  - a. Minutes from the February 2007 meeting were unanimously accepted as submitted.
2. **Western Michigan University and Kalamazoo College Student Affiliates**
  - a. No student affiliates were present.
  - b. The WMU Chemistry of Beer Program was a success. About 100 people attended, including some home brewers.
  - c. Science Night at Waylee Elementary in Portage was a fun and educational family night; a small scale Chemistry Day at the Museum.
3. **KACS EC Officer Job Descriptions from 1981**
  - a. Revision of the job descriptions was added to the "action item" table.
  - b. JK will convert the document to WORD and LH will provide him with additional comments.
4. **Treasurer's Report**
  - a. The February 2007 Treasurer's Report was unanimously accepted as submitted.
  - b. The local KACS currently has 659 members.
  - c. DC and LH will be going to the National ACS meeting in Chicago (March 24–28), will present a verbal report at the April meeting, will provide an article for an upcoming KALCHEMIST Newsletter article, and a brief synopsis for the Annual Report.
5. **Old Business**
  - a. January 2007 Baltimore Local Section Leadership Conference.
    - 1) JK (and other EC members) received a DVD, "Local Sections Connecting Chemistry and the Community". He felt it was very well done with some good information.
    - 2) JK attended several break out sessions.
    - 3) JK will write a summary for an upcoming KALCHEMIST newsletter and a brief synopsis for the Annual Report.
  - b. Innovative Grant Workshop
    - 1) CS reported that ten teachers participated. He felt that KRESA did not adequately submit the information to all of the Tri-County community schools, since 20 teachers could have attended, but only 10 schools did attend.
    - 2) The demonstrations went well and the attending teachers said they would use the kits that were provided.

- 3) CS will distribute the remaining ten kits to the Tri-County community schools which did not attend in person.
  - 4) CS will write a report for an upcoming Newsletter article, will complete the innovation grant form, and will submit a brief synopsis for the Annual Report.
- c. KALCHEMIST Newsletter
- 1) The February-March newsletter is due. CK will contact Michael Kiella (MK) by email.
  - 2) CK has submitted his application for ACS membership.
  - 3) The possible need for an alternate hardcopy provider was added to the “action item” table and CK will discuss this with MK.
  - 4) There are concerns about correct mail and email addresses.
- d. Science Café Mini-Grant
- 1) Funds (\$500) were received.
  - 2) JM will work with JL on topics and ways to engage the public.
- e. ~~Mentor~~ Networking Program
- 1) JL would like to refer to the program as **networking**, not *mentoring*, since it is primarily a list of contacts for career questions.
  - 2) MW shared six keywords from the ACS Local Section Summit meeting: community, mentoring, professional development, continuing education, public education, and advocacy.
  - 3) JL will submit an article for the newsletter to CK and MK.
- f. Earth Day – April 22
- 1) CS stated that the Illustrated Haiku Contest was presented at the innovation grant workshop on February 21, but there was no feedback from the teachers.
  - 2) CS will send out a reminder and give copies to the Kalamazoo and Portage Libraries.
  - 3) CS suggested a high school chemical waste program using the EPA guide that was linked to the ACS Earth Day website.
  - 4) An ACS event will take place on an evening *around* April 22. CK and WT will provide a topic. JM and DS will reserve a conference room at WMU. The information will be distributed to the KC Chem Club, WMU Chem Club and KACS email lists.
  - 5) Added to the “action item” table for April.
- g. Invitation to Pfizer PEI Committee
- 1) BL will extend an invitation on March 22 for a PEI member to regularly attend the monthly KACS meeting.
  - 2) MW suggested overlap and pooling resources for National Chemistry Week.
- h. FY2006 Annual Report
- 1) MLW and MK completed the 2006 annual report. MK submitted the 2006 annual report and received confirmation of receipt from Juanita Hampton before the February 15 deadline.
  - 2) The report is due on February 15 every year and will be added to the “action item” table.

- 3) **During 2007, program / event summaries will be submitted to MW for inclusion in the 2007 annual report directly after they occur.**
  - i. Boy Scout Merit Badge Program
    - 1) DS will contact Phil Bowman.
  - j. Councilor Report
    - 1) DC and LH will submit a report in April.
    - 2) Items discussed at the national meeting included: 1) Dues increased \$4 (\$136), 2) petition for candidates, 3) who can be nominated, 4) paying several years dues at one time, and 5) two candidates for President Elect.
6. **New Business**
- a. ACS Local Section Summit Report
    - 1) MW attended in Arlington, VA.
    - 2) Topics included: a) building a ACS Local Section six-year plan, b) posting the 2006 Annual Report on the website, c) reducing newsletter hardcopies, d) local member survey, and e) email account for ACS.
  - b. Spring Tour Speaker
    - 1) MW will respond by email to decline the invitation from Dr. Carolyn Fisher from McCormick to present "Spices and Herbs". *Post meeting note from MW: an email note from Deb confirmed that we did ask her to come to Kalamazoo last spring; however, it was not recorded on the action items table.*
    - 2) MW proposed a topic for fall: "Chemistry in Comics" by Dr. Al Hazari.
  - c. Chemical Technician Educational and Professional Development Mini-Grant
    - 1) MW presented the qualification requirements for the \$500 grant.
    - 2) The KACS-EC decided that the grant will not be pursued this year.
    - 3) *MW informed ACS that we will not peruse the CTEPD grant this year.*
  - d. Around the Table
    - 1) MK (via email) suggested that the arrangements for the annual awards banquet be verified soon. The arrangements will be discussed at the April meeting.
    - 2) JM and BL will update the "action item" table.
    - 3) SL stated that nominations are due by April 15 for outstanding service to local sections. CK will include a notice in the newsletter. Submit nominations to SL.

Meeting adjourned at 8:15pm by unanimous vote. The next meeting date will be Wednesday, April 4, at 6:00pm at TGI Fridays on West Main in Kalamazoo.

Executive Committee  
Kalamazoo Section, ACS  
**Meeting Minutes 04 April 2007**

The Meeting was called to order at 6:10 pm at TGI Fridays on West Main.

Present: Dean Cooke (DC), Lydia Hines (LH), Clark Kahn (CK), James Kiddle (JK), Mike Kiella (MK), Jennifer Larese (JL), Barbara Lee (BL), Sheryl Loux (SL), John Miller (JM), Don Schreiber (DS), Monica Whitmire (MW)

**1. Secretary's Report**

- a. Minutes from the March 2007 meeting had two corrections requested by LH: 1) ...**for Earth Day**..., and 2) ...service to **our** local section...
- b. The "action item" table was discussed and revised. See attached.

**2. Western Michigan University and Kalamazoo College Student Affiliates**

- a. No student affiliates were present.
- b. April 10<sup>th</sup> was the WMU affiliates last 2007 Spring meeting.

**3. Treasurer's Report**

- a. The March 2007 Treasurer's Report was unanimously accepted as submitted. JM will issue a PDF.
- b. We will carry the picnic funds to 2008.
- c. We received the ACS National allotment.
- d. The innovation grant is now complete (\$0).
- e. DC and LH will submit expense reports for ACS national meeting travel.
- f. The Federal Tax Return is due by May 15<sup>th</sup>, 2007.

**4. Old Business**

- a. KALCHEMIST Newsletter
  - 1) The February-March newsletter will not issue this year.
  - 2) The April-May issue will have several additional article submissions if time permits.
    - a) Networking Program article (JL)
    - b) Banquet and Science Symposium (DS)
    - c) Science Café (JL)
    - d) Councilor National ACS Report (DC/LH)
- b. Science Café Mini-Grant
  - 1) Work in progress...to be described in a news article by JL.
- c. Earth Day – April 22
  - 1) CK and Wendell Tomes (WT) will present an ACS Seminar "Contaminated Soil: In Your Backyard", at WMU (1260 Chemistry Annex) on May 17<sup>th</sup> at 6 PM.
- d. SL stated that outstanding service to our local section nominations were due by April 15.
- e. During 2007, MW requested that program / event summaries will be submitted to her for inclusion in the 2007 annual report directly after they occur...***need several articles to date.***

**5. New Business**

- a. The National ACS meeting was held in Chicago (March 24–28). A brief written report was submitted by DH and LH.
- b. The Fall 2007 Tour Speaker was confirmed to be "Chemistry in Comics" by Dr. Al Hazari. JK will make contact in May.
- c. The Spring Awards Banquet will be held at WMU on May 21<sup>st</sup> at 6PM (DS/JM/JK).

d. Around the Table

- 1) MW stated that the current head count for KACS members is 534.
- 2) JK handed out officer job descriptions to edit and return at the next KACS-EC.
- 3) The digital camera was given to LH for safe keeping.
- 4) MW requested that the web site be updated for upcoming events, KACS EC minutes, and announcements.
- 5) BL and JK requested that the KACS-EC meeting be held on a different day during the summer. May through September meetings will be the first **Thursday** of the month, with no meeting in July.
- 6) LH distributed Earth Day calendars.
- 7) JK and JL suggested mailing "Welcome" post cards to new members.

Meeting adjourned at 7:30 pm by unanimous vote. The next meeting date will be Thursday, May 3, at 6:00pm at TGI Fridays on West Main in Kalamazoo.

Executive Committee  
Kalamazoo Section, ACS  
**Meeting Minutes 07 June 2007**

The meeting was called to order at 6:05 PM at TGI Fridays on West Main

Present: Lydia Hines (LH), James Kiddle (JK), Michael Kiella (MK), Sheryl Loux (SL), Don Schreiber (DS), Monica Whitmire (MW)

1. Secretary's Report
  - a. Minutes from the May 2007 meeting were approved.
  - b. The "Action Item" list was edited.
    1. See action item list changes are bolded.
    2. LH and Joe Thorstenson will aid Jennifer as NCW coordinator
    3. Job descriptions discussed, they have been distributed by JK and will finalized by August.
2. Treasurer's Report (MW for JM) discussed and approved.
3. Old Business
  - a. The Problems with the newsletter were discussed. It was decided to move to Web. A postcard will be sent out to all members announcing the shift to the web due to the lack of a newsletter editor. We will also send out postcards announcing special events.
  - b. It was noted that there would be 3 Science Café talks in the fall.
  - c. It was decided to cancel the spring talk rather than try to reschedule it.
  - d. DS pointed out that the Spring Banquet was a success and that the attendees generally like the new format.
  - e. MW announced that comments on the job descriptions need to be sent to JK so he can finalize them for the August meeting.
  - f. Updating of the Website was discussed and MK suggested that items be sent to Steve Bertman.
  - g. JK announced that the Local Section Survey was completed and sent
  - h. NCW was discussed and it was suggested that we look for volunteers who have different careers in chemistry.
4. New Business
  - a. Fall tour speaker will be here on October 11<sup>th</sup> (Thursday)
  - b. A general postcard will be developed by MW and sent to E.C. for approval.
  - c. MK volunteered to collect emails sent by membership with any announcements and then would forward them on to the EC for review followed by passing the on to Steve Bertman the Web Manger.

Meeting was adjourned at 7:10 PM

Next Meeting at 6:00 PM on Thursday August 2 at TGI Fridays on West Main



Executive Committee  
Kalamazoo Section, ACS  
**Meeting Minutes 02 August 2007**

The Meeting was called to order at 6:15 pm at TGI Fridays on West Main.

Present: Dean Cooke (DC), Lydia Hines (LH), James Kiddle (JK), Mike Kiella (MK), Jennifer Larese, Barbara Lee (BL), Sheryl Loux (SL), John Miller (JM), Kate Shaw (KS), Monica Whitmire (MW)

**1. Secretary's Report**

- a. Minutes from the June 2007 meeting had several corrections: 1) DC was present, 2) October 11<sup>th</sup> in 4.a, and 3) several typos.
- b. The "action item" table had corrections: 1) Current references to Kalchemist News were removed and 2) the reminder that the museum pays for supplies for Chemistry Day at the Museum was removed.

**2. Treasurer's Report**

- a. The June 2007 Treasurer's Report was unanimously accepted as submitted.
- b. Project SEED funds will be on the September agenda.
- c. There were four checks still outstanding.

**3. Councilor's Report**

- a. The topic for discussion in Boston on August 22 will be how ACS can sharpen its policy focus and become a more effective advocate for public policies that affect our schools, our profession and our contributions to innovation and competitiveness.
- b. Professional opinion vs. "company" opinion was stressed, as well as more college student involvement.
- c. It was noted that only lobbyists can affect legislators.

**4. Western Michigan University and Kalamazoo College Student Affiliates**

- a. KS reported that they (WMU Chem Club) meet twice a month and have \$300 in their cashbox.
- b. WMU Chem Club events will include Bronco Bash, t-shirt sales, more involvement with high schools, and the beer seminar.
- c. No Kalamazoo College student affiliates were present.

**5. Old Business**

- a. Website and Postcard Announcements
  - 1) The Kalchemist Newsletter will no longer be published. Communication will be through postcards and the website. This change will be communicated via a postcard.
  - 2) Five or six mailings per year are anticipated and JK will price the cost of postcards.
  - 3) One postcard will promote the Fall Speaker Tour on October 11 and Chemistry Day at the Museum on October 13. Another will promote the Science Café.
- b. JK will contact our fall speaker for title and abstract, as well as arrange the place and time for October 11.
- c. Chemistry Day at the Museum
  - 1) "The Many Faces of Chemistry" will be Saturday October 13 from noon until 4pm.
  - 2) Eight volunteers so far.
  - 3) Drums will be about \$500.
  - 4) JL was contacted with an opportunity to promote Chemistry Day on public access TV. Taping will be Monday October 1.

- d. Science Café
  - 1) Bell's will host the "Eccentric Science" cafés on their upper level, which accommodates 35 – 40 people.
  - 2) There will be refreshment coupons and snacks.
  - 3) Bell's will advertise the cafés on their marquis, fliers will be posted at Bells and WMU, the website will post the event, and postcards will be sent out.
  - 4) The first café will be Monday September 10 at 7pm. "Global Change" will be presented by David Karowe, a climate change expert.
  - 5) The October café will be "Renewable Energy" and November will be "Urban Sustainability".
- e. JK has updated the KACS-EC roll definitions/job descriptions.
- 6. **New Business**
  - a. The Project SEED Reception will be held Monday August 13 in the new WMU chemistry building lobby at 5pm. LH will take pictures.
  - b. The girl scout program is scheduled to take place in March 2008.
- 7. **Around the Table**
  - a. SL will be moving to St. Louis. This was her last meeting after 25 years of service.
  - b. Bi-law changes will be added to the agenda for September.
  - c. Dr Sinn, the new chairman at WMU will come to the September meeting.
  - d. Harry Gray will present two lectures on September 17 and 18.

Meeting adjourned at 8:05 pm by unanimous vote. The next meeting date will be Wednesday, September 5, at 6:00pm at TGI Fridays on West Main in Kalamazoo.