

Kalamazoo Section of the American Chemical Society



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Minutes of KACS Executive Committee Meeting

Date

02 January 2013

Location

Hunan Gardens

Start time

18:40

Minutes recorded by

Carolyn Pugh

Members present

- Joel Coburn (JC)
- Lydia Hines (LH)
- Alia Hinz (AH)
- Brianna Hyder (BH)
- John Miller (JM)
- Carolyn Pugh (CP)
- Elke Schoffers (ES)
- Doug Williams (DW)
- Maren Zanotti (MZ)

1. Secretary's Report

1. *Review of December 2012 Minutes* – Minutes were approved by the Executive Committee (EC).

2. Treasurer's Report

1. Treasurers Report - JM distributed the monthly treasurer report and noted that there are no outstanding checks and the AAAS donation for Dance Event is still pending. The ACS Fall Tour Speaker expenses need to be submitted which is approximately \$400. Upcoming expenses include the February Science Café and John Engelmann's (chair-elect) expenses for the ACS Leadership Conference. ES informed that copy expenses for 2012 KACS business still need to be submitted by ES, which will be carried over into the 2013 budget. JM has started to upload 2012 financial

information in FORMS so that ES can submit the annual report. Treasurer's report was approved by the EC.

2. *Investment Fund/Checking Account Update* – JM distributed a report regarding the investment fund. No activity to report.

3. Communications Chair

1. *Web site report* – No report. In December ES posted the newsletter on the website.
2. *Facebook Page* – No report.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – No report
2. *WMU Chem Club* – MZ reported that students have been on holiday break. In December, MZ and Kevin Heinze performed demonstrations at Comstock Middle School. LH and MZ mentioned that WMU chemistry students still continue to collect pop can tabs for Ronald McDonald House charity.
3. *WMU Chemistry Grad Student Association* – No report.
4. *NOBCChE* – No report.

5. Event / Activity Planning FYI: ACS Leadership Conference is Jan 25-27; K-College, WMU and KVCC return Jan; K-College Spring Break March 20-31; KPS Spring Break Mar 29-Apr 7

1. Leadership Conference – John Engelmann is registered.
2. DW will organize a special meeting in January to discuss bylaws and mission statement.
3. January “Boost Your Career” event at WMU is tentatively scheduled for Tuesday, January 29. It will start at 5:00 pm, followed by a reception. LH contacted ACS about presentations regarding careers. Six 4-hour modules are available from ACS but not feasible for our event. ES will approach Sherine Obare, inorganic professor at WMU, and John Wendt, Pfizer chemist, about feedback for the event. LH has ACS materials that can be distributed. JC will contact someone from HR at Pfizer and also recommended Robert Stevenson (www.rstevensonconsulting.com), who speaks about working in various environments with a chemistry degree. He will gather more information and get back to ES. This event is open to both graduate and undergraduate students and interaction and networking of students with presenters will be highly encouraged.
4. February Science Café – Tentative date is February 27th at Martini's and JE will be presenting.
5. Chemistry Demonstrations by Al Hazari (AH) – LH contacted AH and he is available for an event March 25-29. She will contact him to agree on a date. LH also read a brief description as to what the presentation involves. This event will possibly be coordinated with other local sections. Kalamazoo Public Library is a potential venue for this event. It was suggested that JE help organize this event.
6. Chemistry and Culture: Food and Cooking – Potential event will take place mid-April. JM suggested the event take place at the Can Do Kitchen. DW will look into reserving the kitchen.

6. Old Business

1. Online “volunteer” document – DW and LH are revising the online volunteer document.
2. KACS elections – Officer forms were submitted by CP. The remaining portion of the form will be submitted by the end of the month.

7. New Business

1. ES will contact James Kiddle about possibly attending the next EC meeting to discuss of identifying outstanding high school teachers.
2. Do-Dah Parade, June 2013 – ES discussed the possibility of having KACS participate in the annual Kalamazoo Do-Dah Parade. LH said that KACS tried in the past but the application was denied. JC will look into KACS applying again.
3. Earth Day – LH was asked by National ACS if she continues to be the coordinator for this year's Chemist's Celebrate Earth Day (CCED) event. She invited others to assume this responsibility. MZ volunteered to become the CCED coordinator. LH and MZ will meet to discuss details. Advertising to teachers for the annual poster contest will need to occur prior to the event. In the past, this event has taken place at the Kalamazoo Nature Center, but the EC encouraged MZ to explore other ideas.

4. Next Newsletter / PR Email – Content for the newsletter includes: “Boost Your Career” event, ChemAble grants, 2012 highlights and photos from the dance and Bell’s event. Newsletter deadline for submissions is January 16with a proposed publication of January 21-23. Email content to ACSkzoo@gmail.com.
 5. Next meeting was tentatively set for Tuesday, February 5.
 8. **Around the table** - LH reported on the ACS Comment by the Chair of the ACS Council Committee on Public Relations and Communications, Cheryl Frech, found on p. 55 of the December 10 issue of in C&ENews, in which a Three Rivers resident is quoted about her appreciation for our Section’s National Chemistry Week Chemistry Day at the Museum/Library 24 years ago and its impact on her daughter as well as the neighborhood children. The author stated that it was a great event for her daughter to attend.
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Kalamazoo Section of the American Chemical Society



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Minutes of KACS Executive Committee Meeting

Date

07 February 2013

Location

Hunan Gardens

Start time

18:30

Minutes recorded by

Doug Williams

Members present

- Josh Abbott (JA)
- Lydia Hines (LH)
- Alia Hinz (AH)
- John Miller (JM)
- John Engelmann (JE)
- Elke Schoffers (ES)
- Don Schreiber (DS)
- Tom Smith (TS)
- Doug Williams (DW)
- Maren Zanotti (MZ)

1. Secretary's Report

2. *Review of December 2012 Minutes* – Minutes were approved by the Executive Committee (EC).

3. Treasurer's Report

4. *Treasurers Report* - JM distributed the monthly treasurer's report. The AAAS donation for last November's Dance Event was received. The report was approved.

5. *Investment Fund/Checking Account Update* – JM reported that he must file a federal tax return for 2012 to retrieve taxes withheld from our investment funds. He will follow up with Vanguard to ensure that taxes are not withheld again next year by filing necessary paperwork.

6. **Communications Chair**
7. *Web site report* – No report.
8. *Facebook Page* – No report.
9. **Western Michigan University and Kalamazoo College Chemistry Student Organizations**
10. Kalamazoo College – JA reported that 9 Kalamazoo College students participated in the “Battle of the Chem Clubs” and emerged as winners; he will submit a report and pictures for the next Newsletter. Students also attended the career event and brought their “Battle” trophy.
11. MZ reported that the Chem Club made slime with 300 students at an Otsego school. The Chem Club is holding a bake sale for Fat Tuesday. Club members Emelia Moore and Evan Rasor volunteered to prepare refreshments for the career event.
12. WMU Chemistry Grad Student Association – The CGSA had a poster at the Boost Your Career event and several members attended.
13. NOBCCChE – NOBCCChE had a display at the career event.
14. **Old Business**
15. Online “volunteer” document – This has been posted online (complete).
16. Bylaws review meeting – DW has not organized a meeting yet. JE has agreed to arrange a meeting for the executive committee.
17. Boost Your Career Event review – ES reported that the event went well, with 50 attendees. Feedback indicated that the leadership presentation by Dr. Obare was very informative. All affiliated student organizations presented posters for the event.
18. February Science Café (February 20) – Final details are coming together. JE explained his intentions for the talk. He will send a title and description to ES in time for email distribution (see below). Pizza and drinks will be ordered.
19. *March tour speaker* (Dr. Hazari) – Preparations for this event are on schedule.
20. *Do-Dah Parade* – ES has the entry form from Joel Colburn for 2012. In 2013, deadline is likely May
 1. The parade is scheduled for Saturday, June 8.
21. *Chemistry and Culture: Food and Cooking* – DW reported on the prospects for hosting an event at the Can Do Kitchen (limit of 20 persons). This seems too small for our intentions. ES proposed postponing the event until the fall (ca. September) to coincide with the beginning of the semester and to allow for more preparation. This was generally agreeable to the EC members. DW and ES will continue to evaluate and suggest additional options.
22. **New Business**
 1. *Education Committee Updates*
 1. James Kiddle was not able to attend our meeting to discuss the current approach to identifying outstanding high school teachers. This is postponed until the next meeting.
 2. James Kiddle has mailed requests to high school teachers to determine participation in this year’s competitive exam.
 3. DS reported that the annual high school science symposium will be on Apr 30.
 4. DS also indicated that we will host three SEED students in 2013 (two Summer II students, one Summer I student). Mentors have been identified.
 2. *Earth Day* – MZ has contacted the new outreach coordinator at the Kalamazoo Nature Center. She is seeking volunteers and ideas for demonstrations that can be performed. ES and LH are actively assisting with ideas for content.
 3. *Poster event 2013* – ES reported that John Wendt confirmed that funding was once again approved from Pfizer. The event is planned tentatively for late in the year (Nov. or Dec.).
 4. *FORMS* – Annual Report. Financial report was completed by JM and has been approved, and submitted for review by LSAC, by LH. ES asked about expectations for attaching descriptions, comments, etc. on activities. She also asked for recommendations of national awards for which we

might want to self-nominate. LH, DW and JM offered to review the list of awards and activities and respond promptly.

5. *ACS redistricting* – LH reported that the Committee on Nominations and Elections has reviewed district membership levels and is proposing that the Kalamazoo Section be moved from District II to District V to assist with rebalancing the Districts. LH felt that we were and will be well represented in either district and saw no reason to object to our reassignment. Committee members were invited to send concerns or comments to her before the spring meeting in New Orleans.
 6. *ACS Leadership Conference summary* – JE described his participation. He enjoyed the opportunity to convene with leaders from other sections and has already been recruited to present a talk on patents in the Detroit area. JE will write a short report for the next Newsletter.
 7. *Next PR Email* – David Bolliet recommended sending an email invitation in advance of our Science Café event (Feb 20). We will ask David to send this to the local membership on Feb 13. We will also add “save the date” notes for other upcoming events.
 8. Next meeting was tentatively set for Thursday, March 7 (first choice) or Tuesday, March 12 (second choice).
23. **Around the table** LH reported that our ACS President-Elect Thomas Barton. JM reported no response to the announcement for professional development grants. He suggested that we reassess our efforts to promote this benefit at the April meeting. LH requested that discussion of our commitment to the 2015 Great Lakes & Central Joint Regional meeting should continue to be an Agenda Item.

The meeting was adjourned at 19:38

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Minutes of KACS Executive Committee Meeting

Date

12 March 2013

Location

Hunan Gardens

Start time

18:35

Members present

- John Engelmann (JE)
- Lydia Hines (LH)
- James Kiddle (JK)
- Noah Masika (NM)
- John Miller (JM)
- Carolyn Pugh (CP)
- Elke Schoffers (ES)
- Doug Williams (DW)

1. Secretary's Report

1. *Review of February minutes* (DW) – Minutes were approved by Executive Committee.

2. Treasurer's Report (JM)

3. *Treasurers Report* - JM reported low activity during the month of February. The President's Challenge to recruit new members generated \$60. ES recruited 4 new members and LH recruited 2 new members. Expenses for reimbursement include JE for the Leadership Conference and ES from "Boost Your Career" event.
4. *Investment Fund / Checking Account update* – JM reported low activity and informed the EC that it is not known when the Local Section allotment funds from ACS are expected to be distributed. Upcoming expenses include Project SEED, LH travel expenses to National ACS Meeting and a Nature Center table rental for Earth Day.
5. **Communications Chair (DW)**

6. *Web site report* – DW distributed a report from David Bolliet (DB). Website activity has been low and the newsletter only generated 11 visits. DW reported that DB is receiving error messages from email communications due to member contact information not being current. ES asked DB to generate a list of members that have emails bouncing back and members will be contacted via another method to update or remove contact information.
7. *Facebook page* – Generating approximately 15 visits per day. DB posts events and related information to the page and notifications are sent to people who have “liked” the page.
8. **Western Michigan University and Kalamazoo College Chemistry Student Organizations**
9. *Kalamazoo College (TS)* – Student organization helped organize the Science Café in February.
10. *WMU Chem Club (MZ)* – Brianna Hyder informed ES that the Chem Club was participating in a demo event today.
11. *WMU Chemistry Grad Student Association (AH)* – No report.
12. *NOBCChE (NM)* – NM representing NOBCChE reported that two professional development programs will take place for undergraduate and graduate students. A speaker will present on graduate school application process and industry opportunities after graduation for undergraduates. A speaker for the graduate students will present on post-doc opportunities. KACS will announce this public event, which will take place within the next two weeks. Clara Adams is currently seeking a speaker and NM will communicate details to ES.
13. **Old Business**
14. Special meeting to discuss bylaws and mission statement (JE) – JE will call everyone during spring to schedule a meeting.
15. Review of February Science Café at K-College on Wednesday, Feb 20, (ES) – ES reported the event went well. Attendance was 23 people and ES thanked JE for a great presentation.
16. Preview of March Presenter Al Hazari on Tue, Mar 26, 5-7 pm (LH) – Al Hazari is presenting “Chemistry in Comics” at WMU. LH distributed information to K-12 teachers in the area and Brad Portis (Gull Lake High School) has recommended it to his students. She also sent information to MLive/Kalamazoo Gazette. Pizza will be provided and ES is going to make a flyer for distribution. Area science educators can potentially visit with Al during his visit to Kalamazoo.
17. Do-Dah Parade (JC) – postpone to April meeting.
18. 2015 Great Lakes & Central Joint Regional meeting (LH) – LH reported that she has not received feedback from the co-hosting West Michigan Local Section (Central Region). She will contact that Section’s councilor(s), Mark Thomson, at the national meeting. To date two KACS members have volunteered to be Program Co-Chair and Exhibits Co-Chair. In order for the meeting to take place, the major details (i.e. location, dates) will need to be determined by the end of 2013.
19. **New Business**
20. Education Committee Update 1. Identification of outstanding HS teachers (JK) – There are currently 37 HS chemistry teachers in the area. JK reported that the current process for identifying teachers is not straightforward. Teachers are nominated by their principal and fill out paperwork to be considered for the award. Nominations from principals are not an issue and the same teachers are re-nominated every year. The combined paperwork takes up 5 pages for the instructions and questionnaire and appears to be a major stumbling block. The form was created years ago by the Education Committee and needs to be updated and streamlined. ES will draft a one-page application form and teachers can potentially nominate themselves and submit a letter of recommendation from the principal with their application. ES will contact Don Schreiber for copies of the current nomination materials and process. 2. Awards Reception and Project SEED update (JK, LH, ES) – The Science Symposium will take place on Tuesday, April 30th at WMU. Awards reception will take place on Monday, May 20th at WMU. 3. ES received project SEED and chemistry Olympiad information; both should be forwarded to the Education Committee
21. Climate Change Grant Application titled “KACS / WMU Climate Science Collaboration for the Training of Community Leaders” (ES) – ACS President Shkhashiri created a grant program regarding climate science. ES distributed a proposal that was submitted and drafted by members of the EC and members of the “WMU

Interdisciplinary Climate Change Study Group". JM summarized that the proposal will provide information to people involved with outreach in various communities. Faith communities, Boy and Girl Scouts and high school and middle school teachers are targeted. Half-day workshops will take place for each group and a tool kit will be provided as well as demonstrations on how to use the materials in the kit. A meeting 6 months after the initial meeting will take place to assess the process. The budget is approximately \$3000.

22. Chemists Celebrate Earth Day (MZ) – no report
 23. F.O.R.M.S. Annual Report, Event Reports, Comment Forms (ES) – ES and LH submitted the Annual Report in time.
 24. Manuscript to "Nachrichten aus der Chemie" (ES) – Authored by ES and submitted with an April publishing date. The dance event combining chemistry and culture was the topic of the paper.
 25. Next PR Email – timing and content of newsletter or email announcement TBD, combined with Facebook and website updates(all) – Announce Al Hazari's talk, Science Symposium date, Earth Day, reports from past events and an update on the Climate Change grant proposal.
 26. Next EC meeting: Wednesday, April 3rd
 27. **Additions** Currently, there is a Mini Science Café grant (\$300) available through ACS and its application is due on Friday, March 22nd with a description of how funds would be spent. Possible topics include astrochemistry with the Kalamazoo's astronomical society, a chemistry and cooking event in conjunction with Kalsec, or horticultural chemistry and the chemistry of the color of flowers and flower breeding at a local garden store. LH reported that a new formula is currently under consideration for allocating Local Section funds. With 458 members KACS is classified as a medium-small section. An Earth Day Concert is scheduled for April 20, Saturday, at the Oshtemo Branch of the Kalamazoo Public Library. LH has offered to display CCED materials at that venue. We wait for a response from the Library staff.
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Minutes of KACS Executive Committee Meeting

Date

13 April 2013

Location

Hunan Gardens

Start time

18:35

Minutes recorded by

Carolyn Pugh

Members present

- o Josh Abbott (JA)
- o John Engelmann (JE)
- o Lydia Hines (LH)
- o Alia Hinz (AH)
- o John Miller (JM)
- o Carolyn Pugh (CP)
- o Elke Schoffers (ES)
- o Doug Williams (DW)

1. Secretary's Report

1. *Review of March minutes* (CP) – March meetings were approved by Executive Committee (EC).

2. Treasurer's Report

1. *Treasurers Report* - Report was approved by the EC. JM reported the ACS allotment check was received as well as the donation from Zoetis for the 2013 December Bell's poster session. The 2012 check for Nanomoles was paid. Upcoming expenses and reimbursements include Al Hazari's talk, LH attendance at ACS National Meeting, awards banquet, high school competitive exam and Project SEED. ES announced that KACS received the climate change grant for \$2995.

2. *Investment Fund / Checking Account update* – JM stated that investments are slowly increasing.

3. Communications Chair

1. *Web site report* – ES received a report from Dave Bolliet that stated 83 total visits on the site from March 11 to April 1 (3.7 visits/day) with a high point of 11 visits on a day that ES sent out an email alert.
2. *Facebook page* – Upcoming events are posted on the Facebook page. ES suggested to communicate to others to “like” the page in order for KACS to gain more exposure.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – JA reported that Forensics Day and Dow Science Day will take place during the month of April for the Chemistry Club. The students will team with Sisters in Science in which participants need to solve the murder of a professor. During Dow Science Day students from Kalamazoo Public Schools will come to campus in order to learn about science. Dow B Que is scheduled to take place in the next few months. It was suggested that requests for funds be submitted and follow-up reports be given after the activities.
2. *WMU Chem Club* – ES received an email from MZ regarding Chemists Celebrate Earth Day (CCED) and that plans are underway for CCED at the Kalamazoo Nature Center. MZ also reported that the Kalamazoo Public Library has agreed that we can set up an information table at the Earth Day Music Event at the Oshtemo Library branch for CCED the same day, April 20. LH will be present at the library for this event.
3. *WMU Chemistry Grad Student Assoc.* – AH informed the EC that the graduate students are planning another picnic at the end of May or beginning of June at Oshtemo township park.
4. *NOBCChE* – By personal communication NM reported to ES that a career development event is being organized to take place in June. They are seeking funding for this event.

5. Old Business

1. *Special meeting to discuss bylaws and mission statement* – JE will schedule a meeting and communicate details in the next month. LH offered to host the meeting at her residence.
2. *Review of March Presenter Al Hazari on Tue, Mar 26* – Chemistry in Comics, WMU – LH reported on the success of the presentation. Al Hazari gave an impromptu one-hour talk at Haverhill Elementary and LH stated the students and teachers enjoyed his visit. AH sent his expense report to JM and an honorarium of \$300 was given to him. ES asked LH to write a brief summary of the event to include in the next newsletter. Teachers and students from the local area attended the presentation at WMU as well.
3. *Do-Dah Parade* – The EC decided to discontinue efforts in participating in this event and will perhaps revisit this at a later date.
4. *2015 Great Lakes & Central Joint Regional meeting* – LH reported that the 2 Regions have committed to co-hosting a meeting. Unfortunately communication has been minimal; further contact will be made at the National Meeting in New Orleans. Mark Thomson will serve as a Program co-chair of the meeting. The venue options include Calvin College or a hotel in that area.
5. *Chemists Celebrate Earth Day* – Two activities are planned for the April 20th event. See above.
6. *Education Committee Update* (Teacher Awards; Science Symposium on April 30; Awards Reception on May 20)
 1. DS will provide more details for the two presentations that will take place for the Science Symposium as well as details regarding the Awards Reception. The reception will also recognize the four KACS members with 50-year memberships; LH will present them with certificates for this achievement.
 2. ES reported on the competitive exam for high school students: 480 students took the exam at their high schools, compared to 394 in 2012. Paw Paw and Loy Norrix high schools participated this year. We had 17 out of 34 high schools in our Local Section participate this year compared to 14 high schools in 2012. The average score was a 23.2 and 111 students were invited to take the next level of the examination on the WMU campus (68 students were invited to do so

last year). The EC agreed that a press release will be written for the Kalamazoo Gazette following the Awards Reception.

3. ES collaborated with James Kiddle and Megan Grunert to draft a new application for identifying outstanding high school teachers. Teachers can self-nominate with support of a reference letter from the principal of the school. Guidelines regarding content of the reference letters are included with the nomination form.
7. *Climate Change Grant Application* titled "KACS / WMU Climate Science Collaboration for the Training of Community Leaders" – ES received notification from the ACS president that the grant was awarded to KACS.

6. New Business

1. *Mini Science Café Grant Application* (ES) – ES submitted an application for \$300 in which horticultural chemistry will be the topic for the café. Possible venues include Wedel's, Farm and Garden, Lowe's or Home Depot. Approximately 30-50 participants. Gus Guzinski will present the café and will be given a nominal honorarium for his presentation.
2. *Updated member information* – ES asked the EC how member profiles could be updated. DB generated a list of 10 to 20 email addresses in which communications are "bounced" back. LH will try to contact via phone and/or a mailing.
3. *Additional May or June event?* (ES) – ES asked EC if there is interest in an event in May or June. The EC agreed that many events are scheduled and another event will not be planned.
4. *ChemAble Grant* – JM reported that no applications have been received and suggested that perhaps the grant should be temporarily suspended. The program could be inadequately publicized. ES suggested that individuals could be contacted, announcement at Awards ceremony and a link on the home page in employments services to bring awareness to the program.
5. *ACS National Meeting in New Orleans, April 7-11* – LH is attending the National Meeting and will participate in Committee responsibilities. LH informed the EC that the process of fund allotment to the local sections is changing. As indicated in a letter from the Chair of the Local Section Activities Committee, our allotment will remain about the same as compared to previous years. The ACS president is having an "open mic" discussion for councilors to bring forth ideas concerning how ACS may help chemists become more engaged in our profession as it grows into a more "global enterprise". LH also reported that annual dues are increasing to \$154 based on the consumer price index.
6. *Next PR Email* – timing and content of newsletter or email announcement, combined with Facebook and website updates – Content will include a short report on Al Hazari's presentation and the science café by JE written by LH, announcement of the Awards Ceremony, request for Outstanding Teacher Nominations, Councilor report from ACS National Meeting by LH, announcement of Earth Day activities and call for volunteers, and announcement of receipt of Climate Change award. Deadline for newsletter submission is April 12th to DB.

7. Additions

1. Annette Hoppenworth communicated with LH that our Kalamazoo Valley Museum planning should be underway in July for 2013 National Chemistry Week (Theme: Energy: Now and Forever!)

Next meeting Wednesday 8 May

Kalamazoo Section of the American Chemical Society



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Minutes of KACS Executive Committee Meeting

Date

08 May 2013

Location

Hunan Gardens

Start time

18:35

Minutes recorded by

Carolyn Pugh

Members present

- Josh Abbott (JA)
- Amanda Bolles (AB)
- John Engelmann (JE)
- Lydia Hines (LH)
- Alia Hinz (AH)
- Carolyn Pugh (CP)
- Elke Schoffers (ES)
- Don Schreiber (DS)
- Tom Smith (TS)
- Doug Williams (DW)

1. **Secretary's Report** – April meeting minutes were approved by the Executive Committee (EC).

2. **Treasurer's Report**

1. *Treasurers Report* - ES circulated Treasurers Report as JM could not attend. The Climate Change grant money was received. The EC approved the report.
2. Investment Fund / Checking Account update – No report.

3. **Communications Chair**

1. *Web site report* – No Report.
2. *Facebook page* – Postings and visits on the FB regarding KACS events.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College (TS)* – JA introduced AB as she will be representing the Kalamazoo College Chem Club at EC meetings. JA reported that the Dow B Que event will take place on May 17th and Forensics Day on May 22nd. The Chem Club is joining with Sisters in Science group to organize Science Day at Dow. JA is putting a budget together to ask KACS for funding for these events. The EC asked that a report from the Chem Club be provided in order to include in the newsletter. TS announced that Dan Nocera from MIT will present on the Artificial Leaf on Thursday, May 9th at 7:30 pm in the fine arts building at Kalamazoo College.
2. *WMU Chem Club* - No report. ES took photos at the Earth Day event of the chromatography activity. Kalamazoo College students also volunteered at this event.
3. *WMU Chemistry Grad Student Association* – AH reported that the annual picnic at Oshtemo Township Park is being organized with a date yet to be determined. AH will communicate the date once determined.
4. *NOBCChE* – No report.

5. Old Business

1. *Special meeting to discuss bylaws and mission statement* – The EC will meet at LH's home June 8th at 2pm
2. *Review of CCED activities (LH, MZ)* – MZ will provide a report regarding the CCED event. LH submitted a written report and reported that the turnout was good at the Oshtemo Branch of the Kalamazoo Public Library. Pictures from the event were posted on Facebook.
3. *2015 Great Lakes & Central Joint Regional meeting* – LH is meeting with the board of the Central Region on May 17th to get more of a commitment regarding planning this meeting. A general and program co-chair were selected. A Memorandum of Understanding (MOU) with the two boards involved needs to be agreed upon. The Calvin College campus or a hotel in Grand Rapids are potential event venues. Future Great Lakes Regionals Meetings are being considered for every other year in odd numbered years.
4. *Education Committee (Teacher Award Nominations; Science Symposium; Awards Reception on May 20, DS)*
 1. DS gave a brief description of the Education Committee's responsibilities. These include the High School Chemistry Symposium, section awards and administration of the high school competitive exam. The committee includes James Kiddle, Andre Venter, Sherine Obare and is chaired by DS. Obare and Venter of the committee interview high school teachers. Seven applications were received this year. The high school teacher will be selected by the week of May 11th.
 2. The Science Symposium took place on April 30th, which included seven presentations, three tours and approximately 60 students; six area high schools were represented. LH provided a report for DS to review and amend.
 3. The Awards Reception is scheduled for May 20th. LH reported that all the 50 year members and four past chairs have been invited. One past chair has confirmed attendance, two declined and 1 confirmed attendance. RSVP's can be submitted until May 13th. Melissa Basileo will be contacted in order to take photos.
 4. ES forwarded information to LH regarding updated member contact information. Three previous members are not current ACS members and LH is still awaiting response from others.

6. New Business

1. *KACS Webmaster* - A replacement is needed for Steve Bertman. The EC recommended that meanwhile SB will continue to be the primary webmaster and ES a back up until a replacement has been identified.
2. Press Release for a) Mini Science Café Grant grant and b) Climate Change grant (ES)
 1. LH brought flyers concerning climate science from the National Meeting.

2. A press release announcing that KACS was awarded \$3000 grant for Climate Change is being prepared by ES for the Kalamazoo Gazette and will also be included in the next newsletter. ES stated that a second round of funding has been launched to attract additional grant applications for the education on the science behind climate change.
3. Upcoming events that need to be discussed is the chemistry and food event. DW will organize a meeting at Kalsec. Event is planned to take place in the fall (September).
4. *Next PR Email* – timing and content of newsletter or email announcement, combined with Facebook and website updates (all) – Email should be distributed before the Awards Reception. Content will include: Earth Day activities, CGSA date for picnic, grant from Zoetis for winter poster session, Chemistry and Dance event, Science Café (horticultural chemistry), National Chemistry Week - volunteers needed for NCW Chemistry Day at Kalamazoo Valley Museum and the reading event in Bronson Park (weather dependent) Party in the Park, which involves reading to preschool children in Bronson Park. LH will prepare a description of this event as well an announcement for the theme of National Chemistry Week, “Energy, Now and Forever” for the next newsletter. Deadline for submissions May 12th. Email content to ACSkzoo@gmail.com
5. Next EC meeting is Thursday, June 6th.

7. Additions

1. JE and his wife – May 29th reading in the park; read to preschool children at Bronson park with books Kalamazoo public library provides; 1 hour reading time at 10:00 am; KACS participated in a community reading event; put on FB; need to notify the library if members can volunteer

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Minutes of KACS Executive Committee Meeting

Date

06 June 2013

Location

Hunan Gardens

Start time

18:38

Minutes recorded by

Carolyn Pugh

Members present

- o Josh Abbott (JA)
- o Harry Chanzu (HC)
- o John Engelmann (JE)
- o Lydia Hines (LH)
- o Alia Hinz (AH)
- o Sarut Jianrattanasawat (SJ)
- o John Miller (JM)
- o Carolyn Pugh (CP)
- o Elke Schoffers (ES)
- o Tom Smith (TS)
- o Douglas Williams (DW)

1. Secretary's Report

1. *Review of "May minutes"* – Meeting minutes were approved by the Executive Committee (EC).

2. Treasurer's Report (JM)

1. *Treasurer's Report* - JM distributed the Treasurer's Report and highlights included: income from ACS from local section dues were received and \$500 from the Pfizer grant for the Bell's poster session last December was carried over into this year. JM indicated that Project SEED expenses were not finalized. The report was approved by the EC.

2. *Investment Fund/Checking Account update* – JM reported that investments decreased slightly.
3. *Regional Meeting Planning Conference Support* - A conference is being held November 1-3 in Washington DC to educate members on planning Regional Meetings. KACS will provide funds (~\$1000) to send three representatives to the course. Costs include a \$275/person registration fee and travel expenses. James Kiddle and JM will attend the conference.
4. *Review of Student Group Support* – The EC communicated to the ACS-affiliated student group representatives that funds are available for student group activities. JM requested that a brief description of event, overall budget and allocation of funds be submitted to the EC about a month prior to the event. If approved by the EC, the student groups should provide a report of event, receipts for reimbursement and, if available, photographs. KACS reserves \$300 per year for activity support for each ACS-affiliated student group.

3. Communications Chair

1. *Web site report* – No official report from Dave Bolliet (DB). Two email communications were sent out announcing the May newsletter, Awards Ceremony, CGSA picnic and a new link to a publication by Dow regarding safety practices
2. *Facebook page* – ES reported that relevant stories and events are published on page and encouraged new student group representatives to like the site to increase readership.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – JA reported that approximately 80 chemistry and biology students participated in Dow B Que. Forensics Day did not take place due to unavailability of a local teacher. JA announced that this is his last meeting as he is graduating this month.
2. *WMU Chem Club (MZ)* – No report
3. *WMU Chemistry Grad Student Assoc.* – AH communicated details regarding the CGSA picnic on June 7th from 4-7pm. She thanked the EC for providing funding for the pavilion reservation.
4. *NOBCChE* – HC, vice president of NOBCChE, reported that no upcoming events are planned.

5. Old Business

1. *Special meeting to discuss bylaws and mission statement* – EC will meet at Lydia Hines' house on Saturday June 8th.
2. *Review of awards ceremony and PR* – LH distributed reports for Awards Ceremony and Science Symposium to EC. She reported that both programs were a success. At the Awards Ceremony monetary and certificate awards were presented to high school and college students. The Outstanding high school teacher award went to Plainwell High School's Chemistry teacher. Past-chair Pins were presented to three past chairs of our Local Section, including ES. Two of our Section's eligible fifty-year members were present and received certificates supplied by the National Office. A Section Award was given to Robin Lenkart for helping with educational activities in the past few years.
3. *2015 Joint Great Lakes & Central Regional meeting* – LH reported that potential dates include May 13-15 or 20-22, 2015. KACS (Great Lakes Region) is co-hosting the meeting with the Western Michigan section (Central Region) in Grand Rapids. A Memorandum of Understanding (MOU) has not been signed and discussion of how the profits and losses will be divided (potentially 60/40 split) among the Regions. In addition to the General, Program and the Exhibits/Fundraising co-chairs, Publicity and Awards Chairs need to be provided by the KACS. The National ACS has not responded as to whether dates are open. Preference was expressed for the May 13-15 date.
4. *Education Committee: Future Teacher Award Nominations (all)* – ES reported to the committee that 7 applications were received and two favorable applicants were identified. One applicant was chosen for the award and the other candidates' applications will kept for 5 years for future consideration. A teacher can be nominated when a regional meeting takes place and potential awardees will be identified for 2015.
5. *Updated member information (LH)* – Dave Bolliet gave LH 27 email addresses that bounce back when email communications are sent out. LH read names off list to EC to see if any of the members

recognized names; ES and JM offered to look into 2 of the names.

6. New Business

1. *KACS volunteers* are needed for: Chemistry Day, Webmaster, Photographers (ES, LH)
 1. LH has not received inquiries on volunteers for Chemistry Day. The student groups will communicate the need for volunteers. DB will send an email to members asking for volunteers.
 2. Webmaster – ES has identified an individual interested who is not affiliated with WMU. In such a case a different web host, new domain name and yearly fee would become necessary. ES will explore specifics.
 3. Photographer – ES asked students to take photos at events for the archive and to use in KACS advertisement. A volunteer photographer for CGSA picnic has been selected.
2. *Chemistry & Culture: Food* (DW, ES) – ES distributed report from the meeting with members from Kalsec and DW. Most attendees were flavor/food chemists and a list of ideas was generated. A potential venue is Bell's Eccentric Café. Space is available for cooking demos, seating and tables for up to 120 participants. The event could include a keynote speaker.
3. *Fall event schedule and funding* (all) – ES suggested that the two Fall Chemistry & Culture events she has planned [Food event and Dance event] would require a ca \$1000 contribution each from KACS. ES will try and raise money for these events through fundraising. Kalsec would provide some support for the food event. JM stated that funding both events from KACS funds is not in the operating budget. The EC agreed that planning the food event will proceed and funding for the dance event will be dependent on fundraising.
4. *Dates* – a calendar was distributed and the following (tentative) dates were proposed / assigned:
 - Sep. 17 (T) or 18 (W) – Science Café (horticultural chemistry)
 - Oct. 12 (Sat) – Chemistry Day at the museum
 - Oct. 22 (T during National Chemistry Week) – Chemistry & Culture: Food
 - Nov. 9 (Sat) – Chemistry & Culture: Dance
 - Dec. 3 (T) or 4 (W) – Bell's poster event
5. *Next PR Email* – Timing and content of newsletter or email announcement, combined with Facebook and website updates (all) – Content will include reports from the Awards ceremony and HS Science symposium, Dow B Que and CGSA picnic, a request for volunteers for Chemistry Day, and a call for volunteers for Publicity and Awards Chairs for Joint Great Lakes-Central Regional Meeting. JA will find pictures to include in the Dow B Que report.

Next meeting will take place on Wednesday, August 7th.

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Minutes of KACS Executive Committee Meeting

Date

07 August 2013

Location

Hunan Gardens

Start time

18:37

Minutes recorded by

Carolyn Pugh

Members present

- Amanda Bolles (AB)
- John Engelmann (JE)
- Kevin Heinze (KH)
- Lydia Hines (LH)
- Sarut Jianrattanasawat (SJ)
- Carolyn Pugh (CP)
- Elke Schoeffers (ES)
- Tom Smith (TS)
- Doug Williams (DW)
- Mark Wolf (MW)

1. Secretary's Report (EC)

1. *Review of "June minutes"* – Executive Committee (EC) approved June minutes.

2. Treasurer's Report (ES)

1. *Treasurers Report* - No report/update
2. *Investment Fund / Checking Account* – No update
3. *Regional Meeting Planning Conference Support* - No update
4. *ChemLuminary request* – ES asked the EC for \$100 in order to print a 4ft x 6ft poster displaying the activity that led to the nomination for the ChemLuminary award; the poster is to be shown at the

awards reception in Indianapolis on September 10. The EC approved this request as administrative costs are in the budget to cover this type of expense.

3. **Communications Chair (ES)**

1. *Web site report* – Low activity other than the website activity announcing a few events, i.e. CGSA Picnic. Dave Bolliet emailed LH the email addresses that bounced back after the last blast.
2. *Facebook Page* – Currently there are 46 likes since the page was created on August 18th, 2011.

4. **Western Michigan University and Kalamazoo College Chemistry Student Organizations**

1. *Kalamazoo College* (TS and AB) – No report.
2. *WMU Chem Club* (MZ) – The Chem Club signed up for Bronco Bash on Sept 13th, 3-7pm.
3. *WMU Chemistry Grad Student Assoc.* (SJ) – Ice cream social for graduate students, along with Chem Club, will take place. Date is uncertain.
4. *NOBCChE* (NM) – No report.

5. **Old Business**

1. *Updated mission statement* (JE) – Mission Statement was revised at an informal meeting. ES posted the new mission statement on home page for KACS.
2. *2015 Great Lakes & Central Joint Regional Meeting* (LH) – The MOU (Memorandum of Understanding) between the local sections will be signed which will outline the distribution of expenses (gains and losses). Each section will have a Program Co-chair, General Co-chair, Exhibits/Fundraising and Awards Co-chairs. The KACS section is in need of an Awards Co-chair. Dr. James Kiddle is the Program Co-chair representing the KACS section. Three awards are given at the meeting: the High School Teacher Award, Diversity Award and Regional Volunteer Award. Since the Great Lakes Region hosts a meeting every 2 years it is possible to present awards to 2 High School teachers in the Region in 2015. Meetings of the full Planning Committee have not yet been scheduled for event planning and LH stated that, if members have any ideas for the meeting, they are encouraged to share them with Dr. Kiddle or with Dr. Hines. The meeting is to take place in Grand Rapids May 13-16, 2015.
3. *Updated member information* (LH) – LH has narrowed the list of approximately 40 returned e-mails provided by DB to seven names.

6. **New Business**

1. *KACS Section Report* (LH) – ES distributed a summary of the review of the KACS section's activities by the Local Section Activities Committee (LSAC), which reviews all annual reports and writes a summary. Ours was favorable!
2. *KACS ChemLuminary Finalist Status* (ES) – ES distributed letter and an announcement of the ChemLuminary program at the fall National ACS Meeting. KACS is a finalist and anticipation builds as we get closer to the winner being announced.
3. *KACS election procedure* (JE) – JE researched the bylaws in terms of elections and outlined what the EC needs to do in order to prepare for elections and the date in which tasks need to be completed. Vacant positions include Chair Elect and Secretary. ES will contact Donna Seibert to find out if she has interest in serving on the EC.
4. *Personnel Updates* (ES, Education, SEED, Webmaster) – Megan Grunert (MG) is the new chair of education committee. Don Schreiber will continue to be the chair of Project SEED. Mark Wolf, from Kalsec, will be the new Webmaster.
5. *Webhosting Options* (ES and MW) – MW distributed options for webhosting, which included Amazon AWS, bighoss.biz, bluehoste.com, iPage.com and Godaddy.com. Administrative fees for the first year would be approximately \$100 and could potentially be funded from the KACS budget. The EC agreed that a web host independent from WMU would provide more options and freedom for the website. DB will talk with MW regarding specific email addresses.
6. *Climate Change Grant* – No update

7. *Science Café: Horticultural Chemistry at Wedel's* – tentatively scheduled for September 17th at 6-8 pm with Dr. James (Gus) Guzinski. Wedel's charges approximately \$20-50 for using their facility.
 8. *Chemistry Day at the Museum* (Saturday, October 12th; National Chemistry Week is October 20-26th) – MZ stated that volunteers from WMU ChemClub will be available for this event.
 9. *Chemistry & Culture: Food* (Bell's) – ES stated that planning is ongoing and we currently still need a speaker.
 10. *Chemistry & Culture: Dance* (KIA) – ES said that the event will most likely take place on a Friday night in November.
 11. *Zoetis Poster Session* (Bell's) – Currently seeking a speaker for this event.
 12. *Council Agenda* (LH, including LH's 30-year service) – LH informed the EC that ACS is losing members: Student and international numbers are increasing while memberships for working professionals are decreasing. Some sections are being phased out due low activity; and a discussion item at the Indianapolis Council Meeting will be to seek input from councilors as to how ACS can additionally help in the matter of job creation for chemists in the US. ACS wants to improve the climate for chemistry careers.
 13. *ACS Membership* (LH, dues and benefits) – LH reported that the Council has heard from members and many feel that dues are high for professionals. ACS offers many benefits for professional members as well as student members. Dues are competitive with other professional organizations.
 14. *Next PR Email* - timing and content of newsletter or email announcement, combined with Facebook and website updates (all) – Content for the next PR email is due by August 31st with the email communication to the membership to be sent by September 8th. Upcoming events will be posted on the website and the Facebook page. Suggested content includes: Project SEED report, Science Café announcement, Chemistry Day at Museum, CGSA ice cream social announcement, student group announcements, general statement about elections and the need for candidates, new webmaster and changes that have been implemented and introduction of the new chair of education.
 15. Next meeting will take place on Thursday, September 5th at 6:30 pm at Hunan Gardens.
7. **Additions?** (Anything for parking lot?)
- A thank you note from a student at Portage and KAMSC was sent to DS thanking KACS for the Chemistry Award.
-

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Minutes of KACS Executive Committee Meeting

Date

05 September 2013

Location

Hunan Gardens

Start time

18:40

Minutes recorded by

Doug Williams

Members present

- Harry Chanzu (HC)
- John Engelmann (JE)
- Megan Grunert (MG)
- Lydia Hines (LH)
- John Miller (JM)
- Elke Schoffers (ES)
- Doug Williams (DW)
- Mark Wolf (MW)

1. Secretary's Report (EC)

1. *Review of "August minutes"* – Executive Committee (EC) approved August minutes.

2. Treasurer's Report (JM)

1. *Treasurers Report* - Last month's report was corrected for an erroneous income amount from ACS. This month's report was approved as submitted.
2. *Investment Fund / Checking Account* – No update.

3. Communications Chair (ES)

1. *Web site report* – No traffic report. The next newsletter is to be distributed very soon. The web site has moved to kalamazooacs.org. The old address points to new one. ES and MW have updated the site

with new appearance while keeping the old content. Look for more changes in the near future as events unfold.

2. *Facebook Page* – No report. Mark will obtain administrative access.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – No report.

2. *WMU Chem Club & WMU Chemistry Grad Student Assoc.* (ES & LH) – No representative was present but these clubs jointly sponsored a welcome ice cream social to welcome new students at WMU on 9/4/13. The Chem Club has committed to helping with Chemistry Day. LH is still waiting to hear from CGSA.

3. *NOBCChE* (HC) – Members will participate at WMU's Bronco Bash on Friday, Sept. 13. Seven members are planning to attend the annual NOBCChE conference in Indianapolis on October 1.

5. Old Business

1. *2015 Great Lakes & Central Joint Regional Meeting* (LH) – A planning meeting is scheduled in Indianapolis but the regional meeting chair will not be present. LH was hoping to sign the MOU (Memorandum of Understanding) at that meeting but is not sure if this will be possible. There is no treasurer yet for the regional meeting. Potential meeting sites include Calvin College, GVSU and two downtown hotels. There is some urgency in finalizing agreements in order to get reservations in place. The dates of the regional meeting will be May 13-16, 2015. We still need an awards co-chair from our section.

2. *Updated member information* (LH) – The remaining seven persons without current addresses have been difficult to locate. This effort is complete.

3. *KACS election* (JE) - We have not identified nominees for chair-elect or secretary. All EC members will continue to recruit for these important roles.

6. New Business

1. *Climate Change Grant* (JM) – The steering committee has formed a workshop agenda that should allow participating teachers to receive continuing education credit. It is unlikely that all of the intended workshops for the three target groups will be conducted this fall. The committee will meet again next week. Dates and venues are to be confirmed.

2. *Event schedule* (All):

1. Sept. 17 - Science Café: Horticultural Chemistry (Wedel's) 6-8 pm with Dr. James (Gus) Guzinski. ES is considering offering some prizes in the form of flowers. Refreshments and a modest facilities charge (\$20-40) have been budgeted. The speaker will receive a \$50 honorarium.

2. Oct. 8 - Zoetis Poster Session (Bell's) – ES has a lead on a speaker from Kellogg's for this event.

3. Oct. 12 - Chemistry Day at the Museum (Sat. Oct. 12, NCW is October 20-26, "Energy: Now and Forever!") LH reports 18 volunteers have responded so far but many have not committed to an activity. See above for student group participation. MG has some activity plans ready to share with persons or groups who need ideas. LH shared her printed materials that she has collected for NCW.

4. Oct. 22 - Chemistry & Culture: Food (Bell's) – Scheduling complications have forced us to push many of our events into a short time frame. After some discussion, we recommended that this event be moved to next year. ES will explore rescheduling the Food event to January 2014 with Bell's and report back.

5. Nov. 1 - Chemistry & Culture: Dance (KIA) – ES will continue planning for this event.

3. *Next PR Email* - Content for the next newsletter is due by October 13th with distribution as soon as practical afterwards. Content will feature summaries of recent events, notice of upcoming events, and our need for candidates to stand for chair-elect and secretary.

4. Our next meeting will take place on Wednesday, October 2 at 6:30 pm at Hunan Gardens.

7. Additions

1. LH shared a copy of found a Girl Scout publication (The Source) that catalogs their training and teaching opportunities. This might be an interesting way for us to offer a chemistry program for girls.
 2. ES - Bill McKibben will be speaking at WMU on Oct 10. This event is free but requires an online reservation.
-

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Minutes of KACS Executive Committee Meeting

Date

02 October 2013

Location

Hunan Gardens

Start time

18:37

Minutes recorded by

Carolyn Pugh

Members present

- o John Engelmann (JE)
- o Megan Gunert (MG)
- o Lydia Hines (LH)
- o Sarut Jianrattanasawat (SJ)
- o John Miller (JB)
- o Carolyn Pugh (CP)
- o Elke Schoffers (ES)
- o Tom Smith (TS)
- o Doug Williams (DW)
- o Mark Wolf (MW)

1. **Secretary's Report** – DW documented September 2013 minutes. EC approved the minutes.

2. **Treasurer's Report**

1. *Treasurer's Report* – JM distributed report and EC approved. Spending is going according to the plan budget, ACS new member commission money and final portion of Project SEED money was received, KIA deposit for dance event was paid and the grant money for the Science Café was received. JM asked that budgetary needs for 2014 be prepared in order to discuss at next month's meeting.
2. *Investment Fund/Checking Account* – Investments have slightly increased. Only two outstanding checks remain from the high school students awards.

3. *Regional Meeting Planning Conference support* – JM and James Kiddle (JK) both have registered for conference. JM has purchased airplane ticket and JK still needs to purchase.

3. Communications Chair

1. *Web site report* – MW distributed website report. He has updated the KACS website and ES suggested that the EC members give MW feedback regarding the website. The highest amount of visits corresponded to the Science Café in September. MW asked the EC to determine the five most important functions on the website and these will be discussed at the next meeting.
2. *Facebook page report* – ES posts upcoming events on the Facebook page.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – TS reported that the students have had two meetings since classes resumed. The Chem Club students are planning on volunteering for Chemistry Day at the museum.
2. *WMU Chem Club* – no report. Students had a meeting scheduled today.
3. *WMU CGSA* – SJ reported the organization is looking to recruit more student members.
4. *NOBCCHE* – No report. Students are in Indianapolis for a meeting. Students need to contact LH for Chemistry Day at the museum in order to communicate their needs for demonstrations they are planning.

5. Old Business

1. *2015 Great Lakes and Central Joint Regional Meeting* – LH reported that a planning meeting will take place on October 19th in Grand Rapids. A memorandum of understanding has not been signed yet. Members from KACS attended a breakfast at the ACS meeting in Indianapolis in September regarding planning regional meetings.
2. *KACS Elections* – LH was successful in recruiting two candidates for Chair-Elect and Secretary. The Chair Elect candidate is Brian Eklov from Kalexsyn, and Angela Willson, a graduate student at WMU, is the Secretary candidate. CP will prepare the ballots through Survey Monkey and ES will obtain biographies from each candidate. JE will work on getting the roster of current members for voting purposes.
3. *Webhosting Update* – MW reported that webhosting expenses include the domain name at \$12 per year and webhosting at \$60 per year.
4. *Climate Change Grant* – JM reported that the first meeting with the faith communities will take place on November 23rd. The middle and high school teachers as well as the scout leader meetings will take place in February 2014, date TBD. The program consists of 4 to 5 one-hour modules for each training session. This program will provide SCECH (State Continuing Education Clock Hours) for middle and high school teachers through WMU.

6. New Business

1. *ChemAble Grant* – This grant was established in 2009 to aid in helping cover the costs of continuing education opportunities for members and/or students. JM stated that there have been no inquiries into this grant. EC suggested different advertising such as the newsletter, Bell's poster session, other online venues and the website. MW suggested providing keywords for internet searches through the webhost that would direct searches to the ChemAble grant.
2. *Science Café, Horticultural Chemistry* – September 17th event at Wedel's had 35 people in attendance. ES will draft a report for the newsletter.
3. *Upcoming Events*
 1. Zoetis Poster Session, October 8th, Bells – Event will take place from 5-9 pm. Do not have to be an ACS member to attend. A high school teacher from IN, now teaching in the Portage Public Schools, will be presenting a poster. All abstracts should be submitted as soon as possible. Advertisement has been done through MLive.
 2. Bill McKibben, October 10th at WMU – McKibben is an activist and journalist that will give a presentation on climate change. This is not an ACS event. It is free but registration is required.

3. Chemistry Day at the Museum, October 12th – LH is coordinating event at the Kalamazoo Valley Museum from 12-4 pm. There are many activities planned. Batteries will be collected at the event and properly disposed. This event will be announced in the newsletter.
4. Chemistry and Culture, Dance Event, November 1st – Event will take place at the KIA from 7-10 pm. The theme for the event is Chemistry and Movement and connecting atoms and molecules to exercise science and a display will be placed in the lobby. The same logo from last year will be used for the tee shirts. In kind donations for this event include a West Hills and Bronson Athletic club memberships. A “snowball mixer” with a showcase dance with ES and Mayor Bobby Hopewell could take place.
5. Chemistry and Culture Food Event – Date to be determined; potentially January 2014.
4. *PR Email* – Deadline for content for email is October 13th with email to be sent out on October 18th. Content will include: upcoming events, biographies of Chair Elect and Secretary for 2013 elections, reports on Science Café event on horticultural chemistry at Wedel’s, on Chemistry Day at the Museum, on the CGSA ice cream social, the Councilor report from the Fall National ACS meeting, and a picture of LH’s plaque for 30 years of service to the ACS as councilor from the KACS.
7. **Miscellaneous** LH has located all but 7 members do not have up to date email addresses on the Section roster. She is stopping! Amy Oliver, STEM coordinator in Allegan, contacted LH and is interested in coordinating with KACS ACS Leadership institute will take place January 24-26, 2014 in Dallas, TX. The ACS Board of Directors has approved funding for a new ACS initiative, the establishment of a National Association of Chemistry Teachers. CGSA will be having a potluck the week of Thanksgiving; exact date to be determined.

Next Meeting will take place November 6th at 6:30 pm at Hunan Gardens.

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Minutes of KACS Executive Committee Meeting

Date

05 November 2013

Location

Hunan Gardens

Start time

18:36

Minutes recorded by

Carolyn Pugh

Members present

- o Amanda Bolles (AB)
- o David Bolliet (DB)
- o John Engelmann (JE)
- o Megan Grunert (MG)
- o Lydia Hines (LH)
- o John Miller (JM)
- o Carolyn Pugh (CP)
- o Elke Schoffers (ES)
- o Sarut Jianratanasawatt (SJ)
- o Doug Williams (DW)
- o Mark Wolf (MW)

1. Secretary's Report

1. *Review of October Minutes* (CP) – DB indicated an error in the October meeting minutes. Minutes were approved by the Executive Committee (EC) with correction.

2. Treasurer's Report (JM)

1. *Treasurer's Report* - JM distributed report to EC and indicated that \$2500 was raised through the efforts of ES for the dance event; VWR contributed money but was not included in this amount. Dr. Alfred Bader, founder of Sigma Aldrich, personally donated money for this event. JM indicated that

\$528 remained from the Bell's poster event sponsored by Zoetis. Zoetis communicated that they would like to be a sponsor of the 2014 poster event. WMU Foundation is releasing funds to cover SEED expenses. JM indicated that some funds would be liquidated in support of the Regional meeting as these funds are not in the budget.

2. *Investment Fund / Checking Account update* – JM reported that investments have slightly increased.
3. *Budget* – JM distributed a proposed budget based on this year and 2012 expenses. Income is approximately \$20,000 and the budget is lower versus actual expenses. The difference in the budgeted money versus actual expenses, overages will be carried forward into the next year. Monies allocated for administration expenses are low, due to electronic communications. Administrative expenses for 2014 will need to increase slightly due to money needed for web hosting and domain name maintenance. Other budgetary items include money for student affiliates groups and councilor travel expenses. EC members should suggest any changes in the budget by next month's meeting. JM suggested the amounts of the student awards should be adjusted for tax purposes.

3. Communications Chair (DB)

1. *Facebook Page Report* – DB reported that the KACS has 60 likes on the Facebook page and encourages others who like the page to share posts made on the page.
2. *Web site report* – MW distributed report that indicated the website had 205 unique visitors. An increase in traffic coincided with the Bells poster event and the dance event. MW reported that there is not much website traffic when newsletters are distributed and suggested that in addition to a pdf version of the newsletter, a html version will be published and available on the webpage.
3. *Top Five Priorities for KalamazooACS.org* – MW suggested moving the menu bar to the top of page with a drop down menu that would include events, newsletters and contacts (current officers, student organizations). No more than 10 headers/tabs across the top of the page. Other suggestions for headers/tabs include student chapters, other links, about us (i.e. where members are employed), ACS links, archives, jobs page, application of membership along with a list of membership benefits. A "join us" button will also be included on the home page.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College (AB)* – AB communicated that the Chemistry Club organized a mole day event in which students socialized and met with current Chem Club members. Activities included jokes and facts about the mole. As a result of the event five new members joined, increasing the membership to 44. AB submitted a report and will send pictures from the event to ES.
2. *WMU Chem Club (MZ)* – No report.
3. *WMU Chemistry Grad Student Association* – SJ reported that a potluck for Thanksgiving sponsored by CGSA would take place on November 25th. The student association may ask for some funds from the ACS for this event.
4. *NOBCChE (HC)* – no report.

5. Old Business

1. *2015 Great Lakes & Central Joint Regional meeting (LH)*, with a report from the workshop in DC (JM) – LH communicated that the organizing committee meeting went well and the Memorandum of Understanding (MOU) was signed. Awards chairs from both sections are still needed. A \$5000 grant from Great Lakes Region will be used for the Regional meeting. Contributions (grant vs. loan) from the KACS will be discussed at the next meeting.
2. *Workshop report from DC* – JM, James Kiddle, Neal Fox and Mark Thompson from the co-hosting JGLCRM sections attended this workshop. The meeting will be held at the Amway Grand in Grand Rapids. A potential date for the meeting is May 27-30, 2015.
3. *KACS election (All)* – A bio statement is needed from Angela Willson; CP will draft an email, which includes a Survey Monkey link for voting, and send to DB and he will email to all current members. Results need to be reported to National ACS by December 1st.
4. *Webhosting Update (MW)* – MW volunteered to be the webmaster for the regional meeting.

5. *Climate Change Grant* (JM) – JM updated EC on the dates as they were pushed back to January and February 2014 (Jan 25th – faith communities at WMU; Feb 1st boy/girl scouts; Feb 22 – teachers).

6. **New Business**

1. *Past Events* (All)

1. Oct. 8 - Zoetis Poster Session (Bell's), deadline was October 3rd to email denis.billen@zoetis.com - 90 people attended the event. Members that were present commented that the speaker did not have much of a connection to science.
2. Oct. 12 - Chemistry Day at the Museum ("Energy: Now and Forever!") National Chemistry week took place October 20-26) – LH reported that the event was well attended and there were many volunteers. A report was sent to the National ACS.
3. Nov. 1 - Chemistry & Culture: Dance (KIA) – ES reported that the event was well attended; 215 people attended (179 last year). Bobby Hopewell, mayor of Kalamazoo, attended the event as well. SJ helped in catering the event.
4. January 2014 - Chemistry & Culture: Food (Bell's) – Event will take place 2nd or 3rd week of January, preferably on a Wednesday. ES will work with volunteers and help with organizing the event.

2. *Next PR Email* – timing and content of newsletter or email announcement, combined with Facebook and website updates (all) – Content of the newsletter will include: Climate Change event dates, ACS fall meeting report, election results, dance event report, Kalamazoo College Mole Day event and CGSA Thanksgiving potluck. All content should be given to DB by November 30th with distribution December 9th or 10th.

7. **Additions** (Anything for parking lot?) Detroit section would like to collaborate for an event in April 2014 (JE)

The next EC meeting is scheduled for December 4th at 6:30 pm.

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E-mail our Webmaster ([mailto:webmaster@kalamazooacs.org?subject=KACS website](mailto:webmaster@kalamazooacs.org?subject=KACS%20website))

Kalamazoo Section of the American Chemical Society



(<http://www.acs.org/>)



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Minutes of KACS Executive Committee Meeting

Date

04 December 2013

Location

Hunan Gardens

Start time

18:35

Minutes recorded by

Carolyn Pugh

Members present

- Harry Chanzu (HC)
- Brian Eklov (BE)
- John Engelmann (JE)
- Lydia Hines (LH)
- John Miller (JM)
- Carolyn Pugh (CP)
- Elke Schoffers (ES)
- Doug Williams (DW)
- Mark Wolf (MW)

1. Secretary's Report

1. *Review of November minutes* – November minutes need to be corrected and will be approved via email. ES will distribute corrected minutes.

2. Treasurer's Report

1. *Treasurers Report* - JM distributed report for November and a 2014 estimated budget. Transferred money (\$1200) from the investment fund to checking account for expenses incurred for the Joint Regional planning meeting. Other updates include the \$1000 donation check from the WMU President's office was cashed, the investment fund increased slightly in value, a few more outstanding

checks have cleared and JM has contacted the two students that were awarded checks from the spring exams.

2. *Investment Fund/Checking Account* – Extra money remains from the dance event fundraising, the WMU Foundation will release money to cover expenses for Project SEED.
3. The Executive Committee agreed upon the 2014 proposed budget distributed by JM last month, based on 2013 expenses, and JM will submit as the 2014 budget. The committee also agreed on providing \$2500 as a grant to the Joint Great Lakes-Central Regional Meeting treasury. Since approximately \$1250 has already been spent for expenses incurred for the Regional Meeting Planning Conference (see item 2a) it was agreed that LH will inform the Treasurer of the Joint Great Lakes Regional Meeting that he could request the remaining \$1250 as a grant from the Kalamazoo Section for the JGLCRM.

3. Communications Chair

1. *Facebook page report* – MW reported 64 likes on the FB page. DB has also posted videos.
2. *Web site report* – MW distributed November's website activity report. The website had 112 visits with most traffic coming from Google searches. The Elements of Dance event was one of the top-searched events for KACS.
3. *Top 5 priorities for KalamazooACS.org* – MW has redesigned the website and it is now in the testing phase. MW wants feedback from the EC on the new design. Comments included having contact names (committee members) available for the student organization, LH questioned the appropriateness of use of the adapted-ACS logo for the website so she was charged (and agreed) to determine its "legality"; everyone liked the new organization/layout of the website.

4. Western Michigan University and Kalamazoo College Chemistry Student Organizations

1. *Kalamazoo College* – No report
2. *WMU Chem Club* – No report
3. *WMU Chemistry Grad Student Assoc.* – No report
4. *NOBCCHE* – HC reported members participated in the CGSA Thanksgiving potluck, which was well attended. An end-of-semester social took place at Skyzone two weeks ago.

5. Old Business

1. *2015 Great Lakes & Central Joint Regional Meeting* – JM reported the planning workshop in DC went well. JM and James Kiddle, Program Co-Chair, attended this workshop. LH reported the dates for the regional meeting were set at May 27-30, 2015 in Grand Rapids at the Amway Grand Hotel. These dates do not interfere with Summer ACS Board of Directors meeting. Our Section's Sherine Obare from WMU has agreed to serve as Awards Co-Chair for the Great Lakes Region.
2. *KACS election* – CP reported that there were 32 total votes cast in the most recent election, and the officer forms were sent to Cheryl Vockins at National ACS. BE was elected as 2014 Chair-Elect and Angela Willson was elected as 2014-2015 Secretary.
3. *Climate Change Grant* – JM reported that the first event is scheduled on Jan 25th, 2014.

6. New Business – Events (All)

1. *Update on January 2014 - Chemistry & Culture: Food (Bell's)* – ES distributed a brief report on the planning meeting for this event. Bell's has been paid a \$100 deposit for this event. ES contacted Wyeth Flavors to gauge interest in this event. DW will contact Jonathan Davis from Great Lakes Flavors. Ideas for the event include having several caterers from outside restaurants, having different stations combining chemistry and cooking, engaging student groups, a brochure to take home with recipes and contacting Celestial Seasonings. LH suggested contacting Sarah Risch for giving a presentation on food chemistry. JM suggested the event title of "Sense-ational."
2. *Next PR Email* – The next PR email will be distributed on December 9th. Content will include elections; a dance report; LH will provide an update on the Joint Regional Meeting, and will submit a report on K College's Mole Day; chair elect comments from JE and MW will replace "Message from Chair" from ES to JE.

3. JE was welcomed as the new chair.

The next meeting will take place Wednesday 15 January 2014 at 18:30.

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