

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, January 15, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDZDNvRGhCdZ09>)

Start: 7:06pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Ben Maxey (BM), Doug Williams (DW), Hershel Jude (HJ), Lydia Hines (LEMH), Jacob Kirkendall (JK),

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved

2. Treasurer's Report (Doug Williams)
 - a. Financial Status
#Approved
 - b. [G1S5 - Grow Teacher-Scientist Network](#)
#DW shared new updates on this goal. Will be added to the strategic plan document via Ed Thomas
#DW working on Project SEED preparation
#ACS Requires a 40-50% Match
#Could possibly afford 6 projects at 40% Match
#DW looking into possibly partnering with the Kalamazoo Community Foundation
#This would align with their goals and give us more infrastructure to accomplish project SEED Goals
#Could help with managing a possible endowment
#Would likely have additional requirements and transparency to work with them
#They encourage non-profits they work with to register with the GuideStar charity certification system
#DW to claim GuideStar account as it has no cost to do so.

3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor)
 - b. WMU Chem Club (Seth Byrne & Andy Kaczmar; Elke Schoffers, Advisor)
#Update from Seth via email.
#Met to plan events for semester including volunteering at the Science Olympiad at WMU (March 16, 2024) as well as collaboration with other science clubs throughout campus.

4. Education Committee (TBD)
 - a. *Identify a leader of the Education Committee and the role of the leader.*
 - b. Competitive exam 2024 (Salonika Aggarwal, Joe Chemler,)

#Education Committee met with Jon Taylor (teacher from Plainwell) about competitive exam

#LEMH to check with WMU on having second exam in WMU Chemistry Building

#Aiming for second exam April 27th

#1st exam within the first week of March

- c. U.S. National Chemistry Olympiad (USNCO) (Doug)

#Aim for participation in 2025

- d. *Awards Ceremony – (Lydia Hines)*

5. Committee Business

- a. Seminars (Ed Thomas)

- i. Speaker 2024. (Martha Gammill - patents, Inna Popova - soil chemistry, and Mary Virginia Orna - color chemistry)

#LEMH shared that Martha Gammill is confirmed for March, Time, Date and Location TBD

- b. *Strategic Planning (Ed Thomas)*

Review quarterly (Jan, Apr, Oct)

6. Communications

- a. Newsletter content (Lydia Hines) due date Feb 1, 2024.

#DM to write an article about plans for 2024 in KACS

#DW to write an article about project SEED

#DW proposes raising pay for Elena to a flat \$75 per newsletter due to new website formatting for the newsletter and to avoid time tracking. This change was accepted via a vote of the committee.

- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

- a. none

8. New Business

- a. Update bylaws and election platform funding

#Meeting on bylaws update set for Feb13th at 7pm via Zoom

#KACS Annual Report (2023) must be submitted to National by February 15

9. Next Meeting

Next meeting February 19th

End: 7:44 pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024

<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, February 19, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Ben Maxey (BM), Doug Williams (DW), Lydia Hines (LEMH), Jacob Kirkendall (JK), Tomasz Respondek (TR), Maxwell Rhames (MR), Seth Byrne (SB), Salonika Aggarwal (SA)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved
2. Treasurer's Report (Doug Williams)
 - a. Financial Status
#Zoom Account Renewed
#Jake Leadership Institute Reimbursement
#Pfizer Benevity Donation
#DW changed Vanguard account from bonds to stocks due to market performance
 - b. [G1S5 - Grow Teacher-Scientist Network](#)
3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor). Kalamazoo College Chemistry Club Social Funding Request.
#MR representing
#Recent events include Chemistry Day at the Museum, club social events, and group meetings
#Future planned events include joint meeting with WMU Chemistry Club and the Portage Air Zoo STEAM event
#Funding request for a networking dinner for club members attending spring ACS meeting and 3-4 graduate students and post-grads. Total requested \$375
#Approved full funding for event
 - b. WMU Chem Club (Seth Byrne & Andy Kaczmar; Elke Schoffers, Advisor)
#SB reporting
#Recent event was a titration competition between the club and the chemical engineers student organization (AIChE)
#Planning on industry tours at Zoetis and Kalsec this semester
#Upcoming chemistry bingo event with K College chemistry club
4. Education Committee (TBD)
 - a. *Identify a leader of the Education Committee and the role of the leader.*
 - b. Competitive exam 2024 (Salonika Aggarwal, Joe Chemler.)
#Final exam details planned
#Second exam to be held at WMU (Saturday April 20) and awards to be held at WMED (Monday May 13)

#Teachers surveyed for participation in the competitive exam, 10 of 13 respondents plan to participate

#Nomination of Outstanding Chemistry Teacher

#High School Teachers were historically determined through subcommittee visits, but more recently by nominations from students

#Nominations of Outstanding HS Chemistry Students come from teachers from each school

c. U.S. National Chemistry Olympiad (USNCO) (Doug)

d. *Awards Ceremony – (Lydia Hines)*

5. Committee Business

a. Seminars (Ed Thomas)

- i. Speaker 2024. (Martha Gammill - patents, Inna Popova - soil chemistry, and Mary Virginia Orna - color chemistry)

#ET absent, but remarks delivered via email

#Martha Gammill J.D. will speak to our section at the WMU chemistry building, room 1260, on Monday March 11, at 4:00 PM.

#DW to talk with Ed over proposal of dinner for Martha after the seminar

#Dr. Inna Popova, from the University of Wisconsin, will present a seminar on soil chemistry at Kalamazoo College, on Tuesday, April 9, at 6:30 PM.

#Dr. Mary Virginia Orna has agreed to talk to us in the fall regarding color chemistry. She also will speak to the Huron Valley section and the Western Michigan section (Grand Rapids).

b. *Strategic Planning (Ed Thomas)*

Review quarterly (Jan, Apr, Oct)

6. Communications

- a. Newsletter content (Lydia Hines) March 1st due date.
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

- a. none

8. New Business

- a. Review of Bylaw edits and approving the amendments to be shared with members for comment

#JK distributed minutes from the Bylaws review meeting to EC members and LEMH to make final edits before sending them back to the ACS C&B committee. Once approved by C&B, proposed amendments will be distributed to members for comment.

- b. Student travel awards

#Decision made to change deadline for funding requests for future awards to 8 weeks prior to meeting for which request is made.

#Discussion on awards being requested; current ACS meeting requests total \$1750 of the total \$2000 budgeted.

#JK looked at past applications and all applications have been for the spring meeting, none for the fall meeting.

#Approved all 4 applications (Deepa Jha, Madeleine V. Coffman, Maxwell C. Rhames, Sam Ewald)

#Discussed that any requests for the fall could still likely be fulfilled as there is a surplus from budgeted awards in recent years.

#DW recommended that we propose formal selection criteria and make that information available to all applicants.

#DW also recommended that we limit the expense requests to Travel and Lodging

#DW to bring a proposal to the executive committee for the changes to be made for the Fall application deadline.

#New Topic: Bells Event for Fall

#TR mentioned that the move to October was well received and the plan is to keep this change in the schedule

#Currently searching for speakers and planning to reach out to Bell's to secure the venue

#TR requested that any suggestions for speakers be sent to him. The focus this year is to find a speaker from academia, but that doesn't exclude industry speakers if need be

9. Next Meeting

Next meeting March 18th

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, March 18, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Doug Williams (DW), Jacob Kirkendall (JK), Carol Guerrero Kercher (CGK), Seth Byrne (SB), Salonika Aggarwal (SA), Herschel Jude (HJ)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Accepted

2. Treasurer's Report (Doug Williams)
 - a. Councilor travel grant program changes
#Allotment is now given as a lump sum for reimbursements at \$2000 per meeting, provided councilor attends the council meeting (in person or virtually)
#Any leftover money from allotment may be used to supplement travel or other ACS events
 - b. Kalamazoo Community Foundation grant application (Project SEED)
#Looking to establish a partnership/endowment
#They would have a non-profit framework which would allow for typical matching funds
#DW will be registering KACS as a charitable trust with the Michigan Attorney General's Office in accordance with the Charitable Organizations and Solicitations Act for nonprofit organizations with an annual budget greater than \$25,000.
#HJ asked if there were any drawbacks, DW to investigate

3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor).
#Absent
 - b. WMU Chem Club (Seth Byrne & Andy Kaczmar; Elke Schoffers, Advisor)
#Hosted a titration competition with ~12 students attending
#Hosted chemistry bingo night with K-College chemistry club. ~18 total students attended
#Planned Zoom speaker from Whirlpool
#Volunteering for Science Olympiad at WMU
#Planned Kalsec Visit
#SB to write up and send along a photo of recent events for the newsletter.

4. Education Committee (TBD)
 - a. *Identify a leader of the Education Committee and the role of the leader.*
 - b. Competitive exam 2024 (Salonika Aggarwal, Joe Chemler.)
#First exam had ~170 students between 6 schools

#Second exam planned for April 20th with the top 3 performers from each school and the top 10% of the entire exam pool. Expected ~30-35 students.

#Awards planned for May 13th - Budget of \$7000

#Awards of \$600, \$400, and \$200 for the top three students

#\$50 for each outstanding student

#\$20 for each student who participated in the exam

#\$2500 for Food and Beverages

#Feedback from the schools was that this exam was geared towards AP Chemistry and might have been too difficult

#HJ proposed that awards should be restricted to only schools that participated in the exam to encourage participation

#JK countered that Students shouldn't lose out on the opportunity to be recognized due to teacher's disinterest in participation.

#Discussion tabled for future meeting.

c. MiSTEM Teacher-Scientist Network (Doug Williams)

i. temperature probe proposal (four probes, \$312, Vernier)

#Currently 4 teachers participating

#Teachers have mentioned that some have little to no lab capabilities

#Looking at increasing the number of temperature probes

#DW proposed \$312 for more probes

#This funding is already in the budget and can be pulled from the teacher restricted funding

d. U.S. National Chemistry Olympiad (USNCO) (Doug)

e. *Awards Ceremony – (Lydia Hines)*

5. Committee Business

a. Seminars (Ed Thomas)

i. Speaker 2024. (Martha Gammill - patents, Inna Popova - soil chemistry, and Mary Virginia Orna - color chemistry)

#Martha Gammill talk was well attended and information was well received

b. Project SEED updates (Doug Williams)

#Currently 9 applicants and only 6 projects available

c. *Strategic Planning (Ed Thomas)*

Review quarterly (Jan, Apr, Oct)

6. Communications

a. Newsletter content (Lydia Hines) April 1st due date.

#Articles

#SB to submit pictures and writeup of WMU Event

#ET to have information about Inna Popova Talk

#DW to do a writeup of MI STEM

b. Website (Hershel Jude)

#HJ updated Calendar on the website

c. Facebook (Elke Schoffers)

d. Linked In (Blakely Tresca)

7. Old Business

- a. Travel grant applications - updated for EC review
 - #New form has moved deadline to 8 weeks before the meeting
 - #DW added criteria to application
 - #Will start to publish poster titles in the newsletter for students using the grants.
 - Consider asking for Abstracts for the newsletter as well.

8. New Business

- a. Review of Bylaw edits and approving the amendments to be shared with members for comment
- b. Student travel awards

9. Next Meeting

Next meeting April 15th?

End:8:01pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, April 15, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Doug Williams (DW), Jacob Kirkendall (JK), Lydia Hines (LEMH), Carol Guerrero (CG), Seth Byrne (SB), Ed Thomas (ET), Joe Chemler (JC), Salonika Aggarwal (SA), John McClelland (JM)

1. Secretary Report (Jake Kirkendall)

- a. Review and approval of prior month's meeting minutes

#Accepted

2. Treasurer's Report (Doug Williams)

#Treasurer's Report Accepted

- a. Councilor travel grant program changes

- b. Kalamazoo Community Foundation grant application (Project SEED)

#ACS Voluntary Dues Opt-In

#Discussion centered around continuation and modification of Voluntary Dues

#NB asked for explanation of what these dues are used for to be added to the website

#DW recommended raising dues to \$10 and providing the history of the dues and their uses

#JC recommended looking at during scheduled dues increases over time

#DW retracted proposal, planned to come back with justification on why we would want to increase dues.

#Current voluntary Local Section dues are kept at current level, \$8/yr

3. Student Organizations

- a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor). Kalamazoo College Chemistry Club Social Funding Request.

#Absent

- b. WMU Chem Club (Seth Byrne & Andy Kaczmar; Elke Schoffers, Advisor)

#SB relayed results of the recent elections. Andy Kaczmar is taking over as the president and JM is starting as the vice president.

#Plan to volunteer at Science Olympiad on May 4

#SB updated on Elke Schoffers who is planning to return to work part time in mid-March

4. Education Committee (TBD)

- a. *Identify a leader of the Education Committee and the role of the leader.*

- b. Competitive exam 2024 (Salonika Aggarwal, Joe Chemler,)

#April 20th Final Exam

#30 Students from 6 schools will be taking the exam

#JC and SA will organize the awards ceremony this year. In future years discussion should be had if the awards should be organized by the Exam Committee or if the Awards committee should resume running the awards ceremony.

#Budget was reviewed after concerns were voiced over food costs.

#Revised budget in table below.

Awards			
Awards	Recipients	Criteria	Budget
\$600, \$400, \$200	1st, 2nd and 3rd rank	Top 3 scorers	\$1,400
\$300 for Outstanding Teacher \$50 for Exam Participating Teachers	6 schools (7 Teachers) Participated	Outstanding Teachers	\$300 + 7*\$50 = \$650
\$50/student	10 schools have respond back	Outstanding Students	\$500
\$250	K-college, WMU	Outstanding graduating seniors	\$500
\$20/student	18 students showed up for the exam	Gift Cards for finalists	\$280
		Printing & miscellaneous	\$250
		Food - Award Ceremony	\$1,000
		Total	\$4,580

#Approved a \$20 award for each student that made the second round. This award is intended to only be done this year as a one off.

#Approved a \$50 award for each of the teachers that participated in the competitive exam. This award is intended as a one off.

#New budget approved

#SA and JC will send out a list of anticipated responsibilities for the various aspects of the Award ceremony

#JC offered to send pictures of the venue which has been reserved for the event

#CK mentioned that in her experience at the Akron section that the outstanding teacher award worked well when the previous winner nominates a teacher the next year

c. MiSTEM Teacher-Scientist Network (Doug Williams)

i. temperature probe proposal (four probes, \$312, Vernier)

#Request from DW to give a recognition award of \$250 to Amber French of Parchment HS. This is within the \$2000 budget set for teacher outreach in 2024.

#Request approved

- d. U.S. National Chemistry Olympiad (USNCO) (Doug)
- e. *Awards Ceremony – (Lydia Hines)*

5. Committee Business

- a. Seminars (Ed Thomas)
 - i. Speaker 2024. (Martha Gammill - patents, Inna Popova - soil chemistry, and Mary Virginia Orna - color chemistry)
#ET reported that Inna Popova had a cost of \$144 for transportation. Initially we were splitting with St. Joe section, but proposed that we pay full cost instead due to low turnout numbers
#ET brought up that only 3 ACS members attended the last seminar. Asked that we consider if these seminars are for students or members.
#We will receive \$200 from ACS National for using the speaker service.
- b. Project SEED updates (Doug Williams)
#Will have 2 returning students and 4 new students
#Currently 8 applicants for the 4 open spots.
- c. *Strategic Planning (Ed Thomas)*
#ET Suggested removing strategic planning from the agenda.
Review quarterly (Jan, Apr, Oct)

6. Communications

- a. Newsletter content (Lydia Hines) May 1st due date.
#ET to write article on Inna Popova seminar
#Will include excerpts from the 3 other travel-grantees' reports, with permission
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

- a. Travel grant applications form - updated for EC review
#Approved, Updated, and on the website

8. New Business

- a. Review of Bylaw edits and approving the amendments to be shared with members for comment
#Will schedule a separate meeting to discuss bylaws feedback.
- b. Student travel awards
- c. Inperson EC Meeting (Jake)
#JK proposed returning to in person meetings due to feedback and accessibility for some
#NB brought up that virtual meetings are still good due to folks' schedules and ease of use
#JK to bring proposal to the next meeting for quarterly in-person meetings and options

9. Next Meeting

Next meeting May 20th?

End:8:58pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, May 20, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:10pm

Present: Dibyendu Mondal (DM), Jacob Kirkendall (JK), Doug Williams (DW), Carol Guerrero (CG), Lydia Hines (LEMH), Herschel Jude (HJ), Salonika Aggarwal (SA), Tomasz Respondek (TR), Anderw Kaczmar (AK)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved
2. Treasurer's Report (Doug Williams)
 - a. State of Michigan Charitable Trust certification – **accepted 5/6/2024**
 - b. Kalamazoo Community Foundation grant application (Project SEED) – decision expected in June
#ACS granted remaining rebalance of the \$14,000 Project SEED Request
#Currently on track for a planned deficit
#Awards ceremony costs and award money is outgoing
#Vanguard performing well with a net positive of \$1,100
#Approved
3. Student Organizations
 - a. Kalamazoo College (Maxwell Rhames; Blakely Tresca, Advisor). Kalamazoo College Chemistry Club Social Funding Request.
#Absent
 - b. WMU Chem Club (John and Andy Kaczmar; Elke Schoffers, Advisor)
#Hosted "Identify a Power" event for State Science Olympiad Competition
4. Education Committee (TBD)
 - a. *Identify a leader of the Education Committee and the role of the leader.*
 - b. Debrief of Competitive exam 2024 (Salonika Aggarwal, Joe Chemler,)
#SA shared she will step away from the competitive exam next year
 - c. MiSTEM Teacher-Scientist Network (Doug Williams)
 - i. temperature probe proposal (four probes, \$312, Vernier) – **purchased, delivered**
 - ii. teacher recognition award proposal (\$250)- **awarded to Amber French (5/13/2024)**
 - iii. Social gathering planned, 4 pm, Wed, May 29, Steinspark Biergarten
#LEMH asked for feedback on the utilization of the Vernier probes
#DW Shared that both Amber and Dustin have checked them out, aiming to increase checkouts this year
#pH sensors are the most useful.
 - d. U.S. National Chemistry Olympiad (USNCO) (Doug)
#Deadline for participation is December

#Will approach teachers about this in the fall
#Second exam includes a lab practical for those that qualify
#Carol and Doug to bring proposal for participation and organization from the local section
#Would need 2 volunteers and have a maximum of 10 students participating
#Qualification for participation would be determined on the Local section 1st exam
#This would be either the traditional competitive exam or the standard ACS Local Chemistry Olympiad Exam

e. Awards Ceremony debrief- (Lydia Hines)

#55 attendees to the ceremony (per SA)

#Photos will be added to the Google Drive by DM and shared out from there.

#HJ will add a photo gallery to the website

5. Committee Business

a. Seminars (Ed Thomas)

i. Speaker 2024. (Mary Virginia Orna - color chemistry. Kalamazoo Section, September 17, and West Michigan Section, September 18 or 19th.)

#ET making arrangements for Mary Virgini Orna talk at WMU

b. Project SEED updates (Doug Williams)

#6 students were chosen to participate this year, 2 students were turned away

c. Bell's event (Tomasz)

#TR's PI from Wayne State is tentative speaker talking about Cyanobacteria

#Date is November 5th

6. Communications

a. Newsletter content (Lydia Hines) June 3rd due date.

#DW - MI STEM Network

#SA - Awards and Pictures

#TR - Bell's

#HJ and CG- Chemistry Day at the Museum

#DW - Financial Update

b. Website (Hershel Jude)

c. Facebook (Elke Schoffers)

d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

a. Review of Bylaw edits and approving the amendments to be shared with members for comment

#Reviewed feedback from ACS C&B, JK to rewrite one further passage and then ask for approval from executive committee before resubmitting to C&B

b. updated volunteer code of conduct policy (Lydia)

#To be communicated to members via the newsletter

c. Review of Operations Manual sections on Working Committees (who?, when?)

DW to work on cleaning these up and attack committees 1 by 1

#Starting with the Education Committee, Exam Committee, and Awards Committee

#Will rewrite and return with a proposal

d. In person meetings (Jake)

#JK shared current work on the proposal. Still needs to contact possible venues about availability, cost, and ability to have a virtual option to make in person meetings

Hybrid

#Would consider buying a microphone for the dial in option if a space with technology is not available.

9. Next Meeting

Next meeting June 17th?

End: 8:25pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, June 17, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Jacob Kirkendall (JK), Lydia Hines (LEMH) Tomasz Respondek (TR)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved
2. Treasurer's Report (Doug Williams)
 - a. Kalamazoo Community Foundation grant application (Project SEED) – decision
#Report approved
#DW reported by email that KZCF was not able to approve the grant application. DW plans to meet with KZCF program manager in July to discuss options to create a designated fund for Project SEED
3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor). Kalamazoo College Chemistry Club Social Funding Request.
#Absent
 - b. WMU Chem Club (John McClelland and Andy Kaczmar; Elke Schoffers, Advisor)
#Absent
4. Education Committee (TBD)
 - a. *Identify a leader of the Education Committee and the role of the leader.*
 - b. MiSTEM Teacher-Scientist Network (Doug Williams)
 - i. temperature probe proposal (four probes, \$312, Vernier) – purchased, delivered
 - ii. teacher recognition award proposal (\$250)- awarded to Amber French (5/13/2024)
 - iii. Social gathering planned, 4 pm, Wed, May 29, Steinspark Biergarten : update?
#DW shared that 1 teacher attended the Steinspark event
 - c. U.S. National Chemistry Olympiad (USNCO) (Doug)
5. Committee Business
 - a. Seminars (Ed Thomas)
 - i. Speaker 2024. (Mary Virginia Orna - color chemistry.
#Huron Valley Section , September 16, Kalamazoo Section, September 17, and West Michigan Section, September 18 or 19th.)
 - b. Project SEED updates (Doug Williams)
#DM and JK shared that they have both interacted with project SEED students at Kalsec and the projects look like they are off to a good start
 - c. Bell's event (Tomasz)

#No updates planned until Sept.

6. Communications

- a. Newsletter content (Lydia Hines) August 1st due date.
#DW to write an update on Project SEED
#Salonika Aggarwal to write an article on the Competitive exam and student/teacher awards
#LEMH to write information about the upcoming Great Lakes Regional Meeting
#DW setting up a meeting to formalize and establish responsibilities for the communications committee.
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

- a. Review of Bylaw edits and approving the amendments to be shared with members for comment
#Approved minor bylaws wording changes. LEMH to send to C&B for final review.
- b. In person meetings (Jake)
#Still gathering quotes and information, aiming to have all information collected for discussion in Aug.

9. Next Meeting

Next meeting Aug 19th

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, August 26, 2023

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Jacob Kirkendall (JK), Lydia Hines (LEMH), Doug Williams (DW), Tomasz Respondek (TR), Herschel Jude (HJ), Andrew Kaezmar (AK), Carol Guerrero (CG)

1. Secretary Report (Jake Kirkendall)
 - Review and approval of June month's meeting minutes
 - #Approved with amendments from DW about the KZCF grant application

2. Treasurer's Report (Doug Williams)
 - a. Financial Status
 - #Report approved
 - #ACS National recommends 1.5x the annual allotment in reserve, currently the reserve is 4x higher
 - #We still have outreach funds available, plan currently is to use this for the Bell's event
 - b. Financial Audit
 - #DW to find 2-3 disinterested persons to do the audit, will bring names to next meeting

3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor)
 - #Not present
 - b. WMU Chem Club (Andy Kaczmar; Elke Schoffers, Advisor)
 - #AK shared the club's plans for this semester
 - #Recruiting new members at Bronco Bash
 - #Dr Jacob Hood from Zoetis to speak to the club
 - #Participate in chemistry day at the museum
 - #Student classroom demos planned for December and January
 - #Looking to do a joint meeting this semester with K-College chemistry club

4. Education Committee (TBD)
 - a. *USNCO* (Carol)
 - #Looking to combine the competitive exam and UNSCO
 - #Level 1 would be used for the competitive exam and Level 2 is the USNCO exam hand
 - #HJ said during his time as chair there was community interest
 - #CG formerly ran this for the Akron section
 - #Financial commitment is likely similar to existing competitive exam
 - #USNCO is low cost as ACS covers exam materials and shipping.

#KACS would need to cover low cost lab supplies for the lab practical. These are easy to source via a drug store or Amazon

#DW estimated that costs would go up ~4%, likely under a few \$100

#Students would need to register to participate in the new exams, KACS manages the registration process

#DW also shared an update for the competitive exam subcommittee operations manual entry.

#USNCO participation approved

b. Project SEED- update (Doug Williams)

#DW mentioned that ACS was unorganized this year in gathering student research summaries

#Plan is to again overspend next year

#DW to propose long term funding option in New Business section

c. Revision of our Operations Manual (Doug, Dibyendu)

d. MI STEM

e. Awards Ceremony – (Lydia Hines)

f. National Chemistry Week (Hershel Jude)

#HJ To have meeting with Carol Guerrero on Friday of this week

5. Committee Business

a. Seminars (Ed Thomas)

- i. Mary Virginia Orna's talk on "How Color Changed the World." Location: WMU Chemistry Building 1220, at 6:00 pm, on Tuesday, September, 17

#Ed Thomas was absent, no updates

b. Bell's Poster Session – October 24 (Tomasz Respondek)

#TR mentioned that due to the event being the same day as the federal election, they opted to reschedule for Wednesday Nov. 6th

#The original speaker was unable to speak on the selected topics due to an ongoing patent process

#TR found a new speaker in Dr. Carrie Graveel from the Van Andel Cancer Institute

6. Communications

a. Proposed revision of committee description (attached) (Doug Williams)

#HJ gave an update on communication committee responsibilities and activities (see appended report).

b. Newsletter content (Lydia Hines)

i. Articles' due date

#Due Sept. 2

#Tomasz to write up Bell's Change

#Article on Mary Virginia Orna Talk

#Blakely to submit about Speed Networking

#HJ Announcement of National Chemistry Week and Museum Date

Highlights of Council Meeting with comment on current background check policy for volunteers working with minors

#JK to submit article on bylaws edits.

#DW to write summary of SEED Poster session at K College

c. Website (Hershel Jude)

- d. Facebook (Elke Schoffers)
- e. Linked In (Blakely Tresca)

7. Old Business

- a. none

8. New Business

- a. Transition Chair/Past-chair roles. Election.. (DM)

#Transition planned to happen in November due to Dibyendu absence in January

#Currently looking for candidates for the ballot to fill Chair Elect, Treasurer, and Alternative Councilor positions

#Joe Chemler interested in running for Chair Elect again this year

- b. Kalamazoo Community Foundation Designated Fund for Project SEED

#DW brought a proposal to work with the Kalamazoo Community foundation to create an endowed fund for project seed

#Proposal would be for KACS to provide \$20k and to seek grants from local industry for \$5k-20k in order to reach \$50k initial funding

#KACS would not be committed unless \$30k from local industry was committed.

KACS contribution would decrease if more funding was found.

#TR voiced concern about using reserves if ACS national changes funding or membership structure in the future

#LEMH shared that there will be no changes to dues and benefits for 2 years

#Proposal tabled until next meeting

#DW and TR to review the proposal in depth and bring other changes or concerns to next meeting

- c. Other

9. Next Meeting

Next meeting September 16th

Grey/italics text is placeholder for future meeting discussion

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, September 16, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Jacob Kirkendall (JK), Doug Williams (DW), Ed Thomas (ET), Lydia Hines (LEMH), Maxwell Rhames (MR), Carol Guerrero (CG), Herschel Jude (HJ), Sara Bussey (SB), Elke Schoffers (ES)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved with amendments from DW about communication committee revisions
2. Treasurer's Report (Doug Williams)
 - a. Review and approve Financial Status
#Paid out final payment for project seed stipend
#Paid LEMH for ACS Meeting reimbursement
#Report approved
 - b. Financial Audit ?
#DW proposed former Treasurer John Miller and Tomasz Respondek to review finances at the end of the year.
#DW also mentioned that he had possible candidate for Treasurer identified
#Approved ~\$200 for Mary Virginia Orna luncheon planned by ES at WMU
3. Student Organizations
 - a. Kalamazoo College (Ann Marie Johnston & Maxwell Rhames; Blakely Tresca, Advisor). Kalamazoo College Chemistry Club Social Funding Request.
#MR shared that many members plan to attend speed networking on October 7th
#Club also plans to volunteer for the Portage STEAM event on October 11th at the Air Zoo and Chemistry Day at the Museum on October 19th
 - b. WMU Chem Club (John and Andy Kaczmar; Elke Schoffers, Advisor)
#SB is the current secretary and filling in for John and Andy.
#They had their first meeting last week with new members and played chemistry Jeopardy. Attendance was good at 20 members.
#They have outreaches planned to schools, participation at the Museum for Chem Day and are exploring joint meeting with K-College Chem Student Club
4. Education Committee (TBD)
 - a. Update on USNCO program (Carol)
#K College has agreed to host the National Exam in April of 2025
#Still need to identify a solution to the situation of how students whose teachers do not choose to participate in the first exam may still participate in the USNCO
 - b. MiSTEM network update (Doug)

#First meeting of this school year planned for Sept 26th
#DW worked on planning an in-person Vernier Petting Zoo to teach teachers how to use the Vernier sensor resources
#Education committee is overspent, but will be subsidized by Carl's ongoing Pfizer Benevity donations

- c. National Chemistry Week (Hershel)
#Planning going well, so far 12 activities and 1 demo are scheduled.
- d. Revision of Operations Manual - Education and Awards Committee (Dibyendu/Doug/Others?)

5. Committee Business

- a. Seminars (Ed Thomas)
#ET will transport Mary Virginia Orna to WMU
#ES and WMU to host Luncheon with Students and Dr. Orna
#This seminar will be the last official act for ET with KACS
- b. Bell's event (Tomasz)
#Bells Event officially moved to Nov 6th to not overlap with US election day.

6. Communications

- a. Newsletter content (Lydia Hines) October 1st due date.
#Topics are as follows
#Chemistry Day
#Announce approval of new bylaws - JK
#ES to write up summary of Dr. Orna talk
#Bell's Event Posters and Abstract Submission Request
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

- a. Review of Bylaw edits and approving the amendments to be shared with members for comment
#New bylaws approved, will be sent by JK to Amy Yam and C&B for final approval
- b. In person meetings (Jake)

#Elections

#JK put out a call for nominations for elections. Three positions open this year (Chair Elect, Treasurer, and Alternate Councilor.
#DW mentioned he has possible nominee for Treasurer, Joe Chemler had mentioned intention to run for Chair Elect

#DW - Designated fund for Project SEED through Kalamazoo Community Foundation
#DW met with TR to discuss previous proposal and DW would like to rescind that proposal
#DW presented a revised proposal to commitment \$10k (rather than \$20k) to this fund once external pledges are identified to reach the \$50k minimum required by KZCF for a designated fund. This was approved.

9. Next Meeting

Next meeting October 21st

End 8:14pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024

<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, October 28, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Jacob Kirkendall (JK), Doug Williams (DW), Lydia Hines (LEMH), Carol Guerrero (CG), Herschel Jude (HJ), John McClelland (JM)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved with DW edit that were communicated via email.
2. Treasurer's Report (Doug Williams)
 - a. Review and approve Financial Status
#This year so far we budgeted for more loss than was realized.
#Project SEED accounted for the planned deficit that we currently have.
#2025 budget to be reviewed in November
#Report approved
 - b. Financial Audit ?
#Planning on an audit in January
#Incoming treasurer Sean Lapekas will be involved
3. Student Organizations
 - a. Kalamazoo College (Ann & Maxwell Rhames; Blakely Tresca, Advisor).
#No one present
 - b. WMU Chem Club (John and Andy Kaczmar; Elke Schoffers, Advisor)
#JM reporting
#Recent events: STEAM event at the Air Zoo, Iodine Clock Musical Chairs, Chemistry Day at the Museum DNA extraction and Slime Kits, Gagie school visit
#Upcoming event: Titration competition between WMU Chemistry Club and the WMU Chemical Engineering RSO
4. Education Committee (TBD)
 - a. Update on USNCO program (Carol)
#Officially registered with CG and DW as Co-Chairs
#All participants in the first exam will get a certificate for their efforts
#Exam awards will be based upon first 1st exam as 2nd exam results (USNCO Test) will be unavailable to the local section
#CG to revisit how KAMSC and Homeschool students are categorized for qualification for the 2nd exam
#DW and CG to share email being sent to teachers
#Practice tests from previous years available on the ACS Website
#CG and DW to plan on a webinar for late November or early Dec. to share new format with teachers.

- b. National Chemistry Week (Hershel)
#Planning went really well this year
#Attendance was lower than anticipated
- c. Revision of Operations Manual - Education and Awards Committee
(Dibyendu/Doug/Others?)

5. Committee Business

- a. Bell's event Nov 6th (Tomasz)
#In Tomasz's absence, LEMH reported that the speaker was fully engaged and at the time of this meeting 3 posters had already been submitted.

6. Communications

- a. Newsletter content (Lydia Hines) November 1st due date.
#Elke Schoffers to write up the September Color lecture - requested.
#Bell's Event Final announcement
#Announcement, with abstract, of November 2024 Chem Dept seminar at WMU
#JK to write up election results
#Andrew Kaczmar to contribute article re long-term experiences with Chem Day at the KVM (NCW)
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

- a. In person meetings (Jake)
- b. Election results: Joe Chemler – Chair-elect 2025; Sean Lapekas – Treasurer 2025-6; Brian Eklov – Alternate councilor 2025-2027

9. Next Meeting

Next meeting November 18th?

#DM will be absent, Nichole Burke will run the meeting

#End:7:54 pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, November 18, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDNvRGhCdz09>)

Start: 7:00pm

Present: Dibyendu Mondal (DM), Nicole Burke (NB), Jacob Kirkendall (JK), Lydia Hines (LEMH), Tomasz Respondek (TR), Sean Lapekas (SL), Joe Chemler (JC), Brian Eklov (BE), Carol Guerrero (CG),

#All newly-elected officers were present, and introduced themselves

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved

2. Treasurer's Report (Doug Williams)
 - a. Review and approve Financial Status
#DW absent, but shared financial report
#Approved
 - b. Financial Audit ?
 - c. Budget Review
#Reviewed in DW absence, questions for discussion in next meeting below
#Looks like line 5 and line 6 on the proposed budget got their data values switched.
#TR said bell's event should increase to \$3200
#Discussion about spending and project SEED
#At 5-6 students per year at \$2500, we would deplete our cash in 5 years
#If we keep our reserve (1.5x Annual Allotment), we can only do this for ~2.5 more years
#If funding can't be secured from other sources, we need to look at reducing the number of students in the SEED program in the future

3. Student Organizations
 - a. Kalamazoo College (Ann & Maxwell Rhames; Blakely Tresca, Advisor).
#Absent
 - b. WMU Chem Club (John and Andy Kaczmar; Elke Schoffers, Advisor)
#Absent

4. Education Committee (TBD)
 - a. Update on USNCO program (Carol)
#Teacher information session planned for Thursday Nov. 21st
#Number of students that can qualify for the national exam in a section our size increased from 10 to 12 this year.
 - b. National Chemistry Week (Hershel)
 - c. Revision of Operations Manual - Education and Awards Committee (Dibyendu/Doug/Others?)

5. Committee Business

- a. Bell's event Nov 6th (Tomasz)
 - #TR shared that the event went great
 - #This is TR's last year organizing this event alone
 - #TR seeking a co-organizer from Zoetis for future events

6. Communications

- a. Newsletter content (Lydia Hines) December 2nd due date.
 - #TR to write up Bell's Event
 - #Elke Schoffers to write up colors event
 - #LEMH to write up an invitation to the Great Lakes ACS meeting in June
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

- a. In person meetings (Jake)
- b. New officer responsibility handover
 - #Handoff in progress for all positions
 - #LEMH to get in contact with Ben Maxey to get the passwords for the Immediate Past Chair Gmail account for DM
 - #NB to survey and set meeting dates and times for next year.
- c. Register for leadership training

9. Next Meeting

Next meeting Dec 16th (In possible absence of DM, NB to chair)

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>

Executive Committee Meeting Minutes

Kalamazoo Section ACS

Monday, December 16, 2024

7:00 PM Meeting (meeting room open at 6:50 PM) via Zoom

(<https://zoom.us/j/97848778761?pwd=UTBQMTRtcDBJZjZoRE5TZDZDNvRGhCdz09>)

Start: 7:00pm

Present: Nicole Burke (NB), Jacob Kirkendall (JK), Lydia Hines (LEMH), Ben Maxey (BM), Tomasz Respondek (TR), Sean Lapekas (SL), Joe Chemler (JC), Carol Guerrero (CG), Andrew Kaczmar (AK)

1. Secretary Report (Jake Kirkendall)
 - a. Review and approval of prior month's meeting minutes
#Approved

2. Treasurer's Report (Doug Williams)
 - a. Review and approve Financial Status
#DW shared end of the year summary
#Approved
 - b. Financial Audit
#Audit started with John Miller and TR reviewing the last 2 years of records
 - c. Budget Review. Questions for discussion (from November meeting):
 - i. Looks like line 5 and line 6 on the proposed budget got their data values switched.
 - ii. TR said bell's event should increase to \$3200
 - iii. Discussion about spending and project SEED
 1. At 5-6 students per year at \$2500, we would deplete our cash in 5 years
 2. If we keep our reserve (1.5x Annual Allotment), we can only do this for ~2.5 more years
 3. If funding can't be secured from other sources, we need to look at reducing the number of students in the SEED program in the future
#Budget approved

3. Student Organizations
 - a. Kalamazoo College (Maxwell Rhames & Will Tocco; Blakely Tresca, Advisor).
 - b. WMU Chem Club (John McClelland & Andy Kaczmar; Elke Schoffers, Advisor)
#AK representing
#Four Demos at COMPASS School and upcoming at The Gagie School

4. Education Committee (TBD)
 - a. Update on USNCO program (Carol)
#CG had students register from Portage Northern, Portage Central, and Hartford.
#CG also confirmed that KAMSC students will participate under their home High School
 - b. Project SEED (Doug)
#SEED portal open for projects

#DW noted that ACS requires all volunteers who work with students under age 18 to get a background check

- c. National Chemistry Week (Hershel)
- d. Revision of Operations Manual - Education and Awards Committee (Dibyendu/Doug/Others?)

5. Committee Business

- a. Bell's event (Tomasz)

6. Communications

- a. Newsletter content (Lydia Hines) January 2nd due date.
#NB Chair Intro
#DW to try to get information from SEED Alumni
#CG/DW to write Science Olympiad volunteer article for members
- b. Website (Hershel Jude)
- c. Facebook (Elke Schoffers)
- d. Linked In (Blakely Tresca)

7. Old Business

8. New Business

- a. In person meetings (Jake)
- b. New officer responsibility handover
Burke, Chemler, Lapekas, Eklov
- c. WMU Science Olympiad Partnership
#SL shared that the Science Olympiad at WMU is looking for Volunteers to help run the events. Currently WMU Chem Club is involved, but they are looking for community support.
- d. Register for leadership training
#LEMH mentioned that ACS was taking nominations for Re

9. Next Meeting

Next meeting TBD, NB to send out a survey for 2025 meeting dates/times

End 8:03pm

Grey/italics text is placeholder for future meeting discussion

KACS Calendar 2023 - 2024
<https://kalamazooacs.org/events/>