

BMGT Executive Committee Teleconference Agenda

Tues, July 19, 2016 12:00 noon (EDT)

- ❖ Meeting commenced at 12:02 PM. Attendees included Joe Stoner, Lissa Dulany, Lisa Balbes, Arlene Garrison, Tony Noce, Sid White, Janet Bryant, Carol Duane, Richard Cobb, Sharon Wilkerson, Mick Hurrey, Ed Yokley.
- ❖ Minutes from June teleconference (Lissa Dulany) were approved. These will be uploaded to the bmgmt.org website.

FINANCIAL REPORT

- (M. Hurrey)—all strategic planning receipts have been paid at this point. Still don't have charges from the ACS. Will be over-budget based on what the ACS charges.
- Two more M3 participants to be re-imbursed. ACS owes us money for this.
- Budget items, vote to support the Industrial networking event to the tune of \$2500, from the funds for the Whalen Award reception, which is an increase of \$500. Motion approved, so it's officially a part of the 2016 budget now.
- Audit—audit committee will be set up by Joe.
- Travel Support--\$150 to Joe for Heroes of Chemistry Award, \$478 to Mick for travel to ACS (as participant of the video) Sharon moved, Arlene seconded, motion approved. Funds will come from the national meeting budget line.

STRATEGIC PLANNING FOLLOW-UP

- 1-1 Communications Committee Meeting at Philadelphia (Tony Noce)—communication to members is currently via newsletter and/or email blast. Tony will contact Angela Ashton.
- 1-2 Develop Elevator Speech by Philadelphia (Mick Hurrey)—video 60 sec speech (taping at 4:30 Sun in Phil). ACS suggests that it be a personal example of how the division impacts members. Lissa and Mick will craft a generic "elevator speech" for use by all members.
- 2-1 Membership Chair Duties and Recruitment by year end (Lissa Dulany, Richard Cobb)—conference call scheduled for tmrw, July 20, to finalize the membership chair duties, which will then be formatted for the operations manual.
- 2-2 Define 2017 Regional Meetings by Philadelphia, Develop RM Team by year end (Kara Allen)—NA for 2017.
- 2-3 Implement Branded Network Event by San Francisco (Arlene Garrison)—Bill Carroll will speak at the initial event.
- 3-1 Submit 3 Articles by Washington (Arlene Garrison)—needs a leader to help with this.
- 3-2 Develop Survey Methodology by Washington (Lissa Dulany). Later.

NEW ISSUES

- By-Law Revision (Richard Cobb) – Lisa and Janet and Richard will work out the details and bring the by-laws back to the executive committee meeting in September.
- COMSCI Representative Election. Carol moved, Arlene seconded that Janet be nominated as the COMSCI rep. Approved.

FOLLOW-UP:

- Video Production (Lisa Balbes)—it's on track.
- Elections (Richard Cobb)—one candidate for each so far (Arlene Garrison, chair-elect; Terry Say, secretary).

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- Newsletter (Angela Ashton NA). Still some folks not getting it. It is posted on the website. We need to send out a newsletter announcing the BMGT annual meeting and for the BMGT national meeting programming.
- BMGT programming: (Dan Daly NA)
 - Philadelphia National Meeting (fall)—Joe sent out Dan's email of programming. Tony retracted his paper from one of the symposia.
 - Industry Networking Reception—Sharon will bring BMGT application to the reception, she will send it out to the executive committee for review of the updates before printing for Phil.
 - Annual Meeting—Joe will add volunteer request to his presentation (Mon at 4PM)
 - Henry Whalen Award Reception
 - Looking forward to 2017: San Francisco & Washington
- Regional Meetings (K. Allen NA, Ed Yokley)
 - 2016 Southeast (October 23rd – 26th in Columbia, SC)—Ed and Terry Say are coordinating. Janet will send San Diego BMGT info to Ed.

NEXT BMGT EXECUTIVE COMMITTEE TELECONFERENCE:

Tuesday, September 20, 2016 – Lissa will not be available, so Sharon has volunteered to take minutes.

12:00 Noon Eastern Daylight Time