

## BMGT Executive Committee Teleconference Minutes Tuesday, February 21, 2017, 12:00 noon (EST)

- ❖ Attendees: Lisa, Joe, Arlene, Janet, Mick, Carol, Tony, Judy, Terry. A quorum is now six, so it was achieved.
- ❖ The minutes from the January teleconference were presented. Janet made a motion to approve these, Arlene seconded and all minutes were approved. Lisa will upload these to the website.

### **Officer Reports**

- **Treasurer** (Mick Hurrey)  
The 2016 report is finished and uploaded to FORMS. The 2016 books were closed with a \$682.98 shortfall due to the higher than expected cost of the strategic planning meeting in May. There is only 1 outstanding debt obligation owed to Angela Ashton and will be applied to the 2017 books if received.  
In 2017, payments have been processed to NORM (\$750), LDI reimbursement for Arlene Garrison (\$605.70), domain reimbursement for Lisa Balbes (\$44.55), and Councilor Spring National Meeting registration Janet Bryant (\$635) – all in approved budget
- **Past Chair** (Joe Stoner)  
Joe submitted the Annual Report on time. He thanked all the Executive Committee members who helped him prepare it.
- **Chair 2017** (Lisa Balbes)  
Lisa has asked Ed Yokely to head up the Audit Committee and she has appointed Barry Streusand as Member at Large of the executive committee.  
She is still looking for a BMGT representative to CIEC. She would welcome any suggestions. Janet will continue to keep CIEC apprised of BMGT activities in the interim.
- **Chair-Elect** – (Arlene Garrison)  
Arlene took advantage of some good networking opportunities at the Leadership Conference.

### **Old Business**

- **By-Law Revision Status** (Janet Bryant)  
An e-blast will be sent out by March 3<sup>rd</sup> notifying the membership of the upcoming vote on the bylaws.
- **Division Handbook Revision** (Carol Duane)  
Still needing some Job Descriptions. Tony noted that he has started on the Communication Chair and Committee descriptions. Janet is cross-walking the draft bylaws against the latest version to check for any other needed updates to the handbook.
- **Newsletter** (Angela Ashton)  
No report,
- **BMGT Programming** (Judy Cohen)  
The San Francisco programming is complete and it has been posted on the website and in C&EN. The call for papers is out for the Fall DC meeting. The call for papers for the Whalen Award Symposium has been cancelled. No abstracts have been submitted yet in response to the open call. There are two primary BMGT symposia currently being planned.

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➤ **Communications Plan** (Tony Noce)

The Communications plan has been presented. Tony reviewed the contents with the Committee and asked for feedback. Arlene offered to take over responsibility for the newsletter. There was a discussion on the best method for distributing the newsletter to the membership. Terry noted that the Georgia Section was using the ACS Listserve service successfully. He will connect Arlene to the GA Section secretary.

Tony is working on gaining access to the BMGT social media sites.

A discussion was held on the best form of communication with members. Thoughts were:

Just in time communication

Development of a community on Social Media sites

Blog posts to help/educate members (90% of members do not attend National Meetings).

All Committee members should be on the BMGT LinkedIn group.

The “Articles Project” and the “Branding Project” should feed into the Communication Plan.

Arlene and Lisa are working on Articles and Mick has responsibility for the Branding Plan.

➤ **Fellow Nominations** (Joe Stoner)

Joe indicated that Richard Cobb is willing to be nominated. He has lots of ACS experience.

Joe made a motion to select Richard, seconded by Lisa, unanimous approval.

The deadline for submission of the nomination is April 6<sup>th</sup>. Joe will work on this, gathering information on Richard’s professional as well as ACS experience. Janet will send Joe the 2017 template for Fellow Nominations, which has a few changes from previous years.

BMGT can nominate two candidates. Lisa will contact Lissa to see if she has any other suggestions from our full membership list.

### **NEW BUSINESS**

➤ **Spring Meeting Program Assignments** (Lisa Balbes)

Lisa asked for all Committee members attending BMGT activities in San Francisco to do brief write-ups for the benefit of non-attendees.

Judy was asked to promote BMGT activities through CIEC to other Divisions.

BMGT has received a letter from ACS asking for input into the formation of a new Division “Materials Chemistry”. There was much discussion on the subject. At the end it was decided that the BMGT response would be “No Official Position”.

ACS has also asked for input into the ACS Strategic Plan for 2018. All inputs should be received by March 6<sup>th</sup>.

ACS has appointed a new Director of Industry Member Programs, Vijay Kuruganti. He will be in San Francisco looking for new ideas. Lisa asked all Committee Members attending to establish a relationship with Vijay for BMGT.

### **STRATEGIC PLANNING FOLLOW-UP**

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- **Regional Meetings for 2017** (Carol Duane)  
NORM organized, SERMACS organized, Terry to send information to Carol, MARM being pursued. Carol investigating possibilities for 2018. With NORM 2018 on the PNNL campus and Allison Campbell's year as Past-President, Janet requested BMGT support for NORM 2018
- **Implement Branded Network Event by San Francisco** (Arlene Garrison)  
TED (Bill) talk and articles – Lisa to follow up with Lissa. We will need to work with Judy Cohen and the Program Committee to secure a venue and do the ACS requests immediately following the San Francisco Spring meeting.

**Next meeting will be Tuesday, March 21<sup>st</sup>, 12 noon Eastern**  
**Teleconference line: CALL IN AT (641) 715-3680 , PASSCODE: 2468324#**