

Present:

Arlene Garrison - Chair
Lisa Balbes - Immediate Past-Chair (Nominations and Awards)
Mick Hurrey – Treasurer
Terry Say – Secretary
Anne DeMasi - Program Chair and MPPG representative
Thomas Colacot – Secretary Elect
(No Quorum)

Absent:

Dawn Mason - Chair-Elect
Janet Bryant – Councilor
Carol Duane – Alternate Councilor
Matthew Grandbois – Communications Chair
Lissa Dulany – Membership Chair
Diane Schmidt - Communications Committee
Barry Streusand - Regional Meeting Committee
Joe Stoner – Audit Committee Chair

Reports

- **Secretary** (Terry Say)
 - Minutes from October approved by electronic vote.
 - Election report (attached) has been submitted to the ACS and the candidates notified.
- **Treasurer** (Mick Hurrey)
 - Mick ran through his proposed budget (attached). As it stands there is a slight deficit, but not all budgets may be completely spent, and we are in a strong financial position. Since there was no quorum this budget could not be approved. A vote will be conducted via email.
 - The Audit Report has been completed and is attached. Since no quorum, we could not vote on approval. A vote will be conducted via email.
- **Past-Chair** (Lisa Balbes)
 - Text for the Whalen Award has been sent for the ACS website.
- **Chair** (Arlene Garrison)
 - Arlene will apply for the IPG for Strategic Planning, due Feb 1, 2019, to DAC, value \$5K.
 - Annual report is due by February 15th.
- **Chair-Elect** (Arlene Garrison for Dawn Mason)
- Planning for strategic planning retreat.
 - Requesting \$5,000 through IPG
 - Planning a meeting, via teleconference, prior to the retreat to finalize the mission and vision.
 - Proposed attendees
 - Arlene Garrison
 - Dawn Mason

- Lisa Balbes
- Joe Stoner
- Mick Hurrey
- Janet Bryant
- Carol Duane
- Anne DeMasi
- Tony Noce
- Lissa Dulany
- Diane Grob-Schmidt
- Chanda Klinker
- Brandon Maye
- New Secretary- Thomas Colacot
- New Chair Elect- Diane Schmidt

- **BMGT Programming** (Anne DeMasi)
 - Plans for Orlando, Spring 2019 – Arranging location for BMGT session.
 - Started organization for San Diego. Had a request for a “collaborative collaboration” on a Technical Management Economics session. No-one had any idea what this means. Anne will follow-up.
 - Anne attends a CIEC meeting on November 21st, along with Janet Bryant. They are making sure that they are in sync!
 - **Regional Meetings** (Arlene Garrison for Carol Duane)
 - NORM
 - Event arranged
 - MOU sent to NORM general chair, Jim Tung. Awaiting acceptance and an invoice to be paid in 2019 per Mick’s advice for the \$5,000 sponsorship. – attached
 - Speaker (Allison Campbell) is confirmed and arrangements accepted – attached.
 - BMGT Rep and Host: Janet agreed to be the onsite BMGT rep and will introduce the BILL talk as a BMGT initiative and introduce Allison as the speaker. (Much thanks)
 - Budget requested - \$5000 sponsorship; \$1,250 speaker travel and accommodations = \$6,250 per regional meeting.
 - NORM can possibly find a local person to record the BILL talk for our ‘BILL Talk Library’
 - Additional budget request for BMGT rep at the meeting - travel expense \$500. Mick will bring up this matter for discussion during the budget considerations.
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- CERM
 - Event arranged
 - Speaker chosen and invited by CERM (Joe DeSimone) has accepted.
 - To be done –
 - Contact speaker and explain BMGT is sponsor and the BILL talk expenses we will cover.
 - MOU or agreement with CERM
 - Procedure re invoice for CERM
 - Budget requested - \$5000 sponsorship; \$1,250 speaker travel and accommodations = \$6,250.
 - BMGT onsite rep and host: Carol

- Additional budget request for BMGT rep at the meeting - travel expense \$500.
Mick will bring up this matter for discussion during the budget considerations.
 - NERM
- Proposal rescinded.
- **Communications** (Matthew Grandbois - absent)
- **Membership** (Lissa Dulany – absent)
- **Councilor** (Janet Bryant - absent)
- **Old Business**
- **New Business**
 - Resolve budget electronically – approve electronically.
 - Approve Audit Report electronically.
 - Put December Teleconference on calendar. Cancel if above items completed.

Meeting adjourned at 12.58pm ET.

NEXT TELECONFERENCE:

Tuesday, December November 18th, 2018
12:00 Noon Eastern Standard Time

List of Exec committee and committee chairs

Elected Members

- [Chair](#), Arlene Garrison
- [Chair-Elect](#), Dawn Mason
- Immediate [Past-Chair](#) (Nominations and Awards), Lisa Balbes
- [Treasurer](#) (2018-2019), Mick Hurrey, InCarda Therapeutics
- [Secretary](#) (2017-2018), Terry Say
- [Councilor](#) (2018-2020), Janet Bryant, Pacific Northwest National Laboratory
- [Alternate Councilor](#) (2018-2020), Carol Duane

Appointed Members

- [Communication](#), Matthew Grandbois
- [Membership](#), Lissa Dulany

- [Program Chair](#), Anne DeMasi, LANXESS

Non-voting

- MMPG rep, Anne DeMasi, LANXESS
- [Carol Duane](#), Regional Meetings chair
- Barry Streusand, Regional Meeting committee and audit committee
- Diane Schmidt, Communications committee
- Joe Stoner, Audit Committee Chair