



## Executive Committee Teleconference Minutes Wednesday, 2019 Jan 23, 12:00 noon (Eastern Time)

Present: Dawn Mason, Diane Schmidt, Mick Hurrey, Janet Bryant, Carol Duane, Lisa Balbes, Matthew Grandbois

*Dawn Mason, chairing meeting*

Secretary (Thomas Colacot, not present)

- Dawn reported that the minutes from November approved by electronic vote

Treasurer: (Mick Hurrey)

- 2018 Annual Report in progress, financials have been closed out. We budgeted a \$2K overage, and ended up with \$13K excess. Mainly due to not doing Puerto Rico event, or spend as much on regional meetings. We have not yet been billed for Industrial Networking Receptions. Mick is chasing them down to get them to give us a bill for \$3K. We would still have an excess of about \$10K. All is due by February 15<sup>th</sup> for the annual report, so we need to get the invoices in a timelier manner. Mick and Dawn will continue to pursue this.
- Budget for 2019. We will sponsor both NORM and CERM for \$6250 each. We have three grants for 2019 events - \$7500 for regional BILL talks, \$2K from Bonnie C for programming in San Diego, and \$5K Corporate Associates grant for Orlando programming.

Past-Chair (Arlene Garrison, not present)

- IPG for Strategic Planning, due Feb 1, 2019, to DAC, value \$5K. Has been circulated, comments due to Arlene by this weekend. Those who are attending the Leadership Institute can talk to her there.
- Annual report is due by February 15<sup>th</sup>. Mick does financial part, Arlene does the rest.

Chair (Dawn Mason)

- Planning for strategic planning retreat – August 23.
  - Requesting \$5000 through IPG. Need to confirm that we are eligible.
- Audit Committee – For 2017 was Joe Stoner and Barry Streusand. For 2016 was Tony Noce. For 2015 was group of 4 or 5 people, led by Arlene G. For 2018, Matt G volunteered to help, and Dawn will ask Thomas Colacot to be a second.

Councilor (Janet Bryant)

- There will be a spring meeting. Rewrite of ACS governance documents will be coming to council for a vote.
- Streamlining the process to sign up new members at any time of years is in process.
- Update to formula to distribute money to divisions is being re-reviewed.
- Janet has officially retired from PNNL, so make sure to use her personal email.

Regional Meetings (Carol Duane)

- NORM 2019 will have a BILL talk by Allison Campbell. We have an MOU and will be a \$5K sponsor for that event, and in addition have budgeted \$1250 for speaker travel and registration



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expenses, and \$1250 for one BMGT board member to attend. Janet will be our rep at this meeting.

- CERM 2019 June 07 – BILL speaker will be Joe DiSimone on “Entrepreneurship: How Does One Move Technology from the Lab to the Market”. BMGT is \$5k sponsor, and in addition have budgeted \$1250 for speaker travel and registration expenses, and \$1250 for one BMGT board member to attend. Carol will be the BMGT rep.
- SCHB wants to put something together for NERM in Saratoga NY, and wants to know if any BMGT members will be there to present. Contact George Ruger if you know of anyone.
- Carol is pursuing recording these talks to have online as a member benefit.

Chair-Elect (Diane Schmidt) – will be attending Leadership Institute

BMGT programming (Anne, not present)

- Plans for Orlando (Spring 2019)
- Future plans for San Diego – Bonnie C has requested we sponsor a university-industry relationship symposium and gave us \$2K to support that event. Dawn is recruiting speakers.

Communications (Matthew Grandbois)

- Working with Tony to get control of BMGT group email list.
- Does have access to LinkedIn account.

Membership (Lissa Dulany, not present)

Old Business - none

New Business - none

Meeting adjourned at 1:07pm.

**NEXT TELECONFERENCE:**  
**Wednesday, February 20, 2019**  
**12:00 Noon Eastern Time**