



Executive Committee Teleconference Report

Wednesday, 2019 August 21

12:00 noon (Eastern Time)

CALL IN AT (605)-313-5086
PASSCODE: 2468324#

Dawn Mason, chaired the meeting beginning with roll calls.

Present: Janet B, Dawn M, Thomas C, Carol D. Anne D, Matt G, Lisa Balbes and Mick H

Absent: Diane S, Arlene G

- Secretary (Thomas Colacot)
 - Minutes circulated via email from July meeting was approved by a motion from Mick and seconded by Carol. The passed report was forwarded to Lisa B for posting.
 - Should getting historical information into BMGT workspace fall to this office- put together table the historical?
 - Group e-mail – Because of the complaints from few members who were not getting the mail, the secretary suggested to change it yearly with BMGT Leaders 20XX. After the meeting Lisa updated the list.
- Treasurer: (Mick Hurrey)
 - Norm expenses are paid off. Invoice from New Orleans received, \$490 dollars
- Past-Chair (Arlene Garrison) – medical leave -
 - Operations Handbook revision approval – Dawn sent out to everyone for suggestions and corrections were incorporated.
 - Records retention policy – under Secretary? Communications? A discussion record retention was initiated. Secretary is willing to keep the record in a public location. The question is Lisa is already posting the information on the web. What are the records than monthly reports, treasurer reports and annual reports.
 - Corrected division report card
 - IPG report – complete and submitted – Final IPG poster in PHL meeting per Janet
 - Elections – Matt is running for **chair elect**. **Mick is running for Treasurer**
- Chair (Dawn Mason)
 - Annual Business Meeting in San Diego – Aug. 27th 5:30 pm -sent an invite on the calendar, most of the people received it. Matt will send an email via BMGT website 60 minutes prior to the meeting to alert the committee members
 - Agenda – discussed already last time
 - BMGT work space set up progress? skip
 - Person for Com-Sci election as small division representative – any interest? – Janet recommended Thomas Colacot to be nominated. Thomas agreed.
 - Succession planning



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- Co-program chair future thoughts: one for spring & one for fall – Judy Cohen willing to help and Holly Davis, maybe able, will see if Chandra has specific interests
- Jim Tung – communications backfill – yes
- Chair-Elect (Diane Schmidt) -absent
- BMGT programming (Anne)
 - San Diego: 4 symposia: CAN – Sun PM, LDS 10 yr. – Mon PM, University-Industry Relationships Tues PM, Business of Water with I&EC, SCHB – Mon AM & PM
 - 2020 Program Plans (Janet) – Anne and Janet are planning to sponsor or cosponsoring a symposia – 13 different symposia on the list – new funding and website are in place for anyone to organize a symposium.
 - Fall 2020 MPPG plans (Janet) – partnership with another division is important
- Regional Meetings (Carol Duane) –recommendation -plan now for 2021. C grant money is available. Norm 2020 no candidate.
- Communications (Matthew Grandbois) As mentioned during our meeting today, Matt is trying to go paperless in San Diego. To do this, Matt will be sending out an email with embedded links to our Open Meeting materials prior to the meeting next Tuesday at 5:30pm.
 - Everything in order to get information at each symposium? – Tree free communication – using phone for communication
 - young industrial polymer industrial award to congratulate Jason. Joe is not a member now.
- Membership (Lissa Dulany) - xx
- Webmaster (Lisa Balbes) -xx
- Councilor (Janet Bryant) poster for norm is created
 - Councilor's report

Old Business

New Business

NEXT TELECONFERENCE:
Wednesday, September 18, 2019
12:00 Noon Eastern Time

List of Exec committee and committee chairs



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Elected Members

- [Chair](#), Dawn Mason
- [Chair-Elect](#), Diane Schmidt
- Immediate [Past-Chair](#) (Nominations and Awards), Arlene Garrison
- [Treasurer](#) (2018-2019), Mick Hurrey
- [Secretary](#) (2019-2020), Thomas Colacot
- [Councilor](#) (2018-2020), Janet Bryant
- [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
- Diane Schmidt, Communications committee and 2019 chair-elect