



Executive Committee Teleconference Report
Wednesday, 2019 December 18
12:00 noon (Eastern Time)

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

Dawn Mason, chaired the meeting

Present: Dawn, Lisa, Arlene, Matt, Thomas, Janet, Ann

Absent: Diane, Mick,

- Secretary (Thomas Colacot). All the reports until December were approved and posted on the web site per Lisa. The secretary requested someone take minutes for the January 2020 meeting, as he will be unable to attend.
- Treasurer: (Mick Hurrey) (3 min.)
 - 2020 Allocation calculation change – Janet (official notice – national miscalculated the allocation amounts for many divisions, including BMGT. Advocating for open and transparent communication. We need to know the allocation, and will see action in March.
 - 2020 Budget Proposal - received \$5000 from CA as a seed grant for archiving our BILL Talks online, but proposal for next year is needed.
 - The draft 2020 budget was reviewed and will be sent in email for a vote to approve.
 - Executive committee decided to send Diane as our rep to the 2020 ACS Leadership Institute.
- Past-Chair (Arlene Garrison) (5 min.)
 - Corrected division report card. Janet will follow up.
- Chair (Dawn Mason) (5 min.)
 - Approval of 2020 Standing Committee Chairs – Diane spoke to Lissa about membership, and expanding the membership committee.
 - Time to update duties in Operations Manual – please get back to her ASAP.
 - Drafting Annual Report
 - Strategic Retreat Project Plan: Elevator speech (discussed the recent options) – version 6 is approved for external visibility. However, decided to keep both versions 5 and 6 (see below).
- Chair-Elect (Diane Schmidt) - Absent
- BMGT programming (Anne) (5 min.)
 - 2020 Program Plans (Janet) – Heroes of Chemistry event, inviting former Heroes. Anne will coordinate with Janet.
 - Fall 2020 MPPG plans (Janet) – PHL meeting, BMGT’s mission is in line with the meeting theme of moving chemistry from bench to market.
- Regional Meetings (Carol Duane) (5 min.) - Absent – 2021 regional meeting with Judy.
- Judy Cohen will work with Carol. We need to address funding sources, select target regional meeting for the BILL talk, secure video recording support, and establish the permanent repository so we can incorporate this program as an established benefit.



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- Communications (Matthew Grandbois, Jim Tung) (5 min.)
 - Have we sent anything out regarding the Mission/ Vision after the retreat? – Jim will take over. BMGT portal for elevated speech. Communication plan with Jim was discussed briefly.
 - BMGT portal
- Membership (Lissa Dulany)
 - QR code for membership at next meeting? (5 min.) – Janet is working with Lissa
- Webmaster (Lisa Balbes) (5 min.) – Dec 31st Lisa will update all officer information. A company in China has purchased several BMGT domains, and has offered to sell them to us.
- Councilor (Janet Bryant) (5 min.)
 - Councilor's report – updated on Leadership Institute in Atlanta.

Old Business

- By-laws review – Janet (10 min.) – January working with Barbara Polanski. We should only need a simple bylaws update.
- IPG ideas – Janet, Anne, Diane ideas for Feb. IPG
 - Fall IPG - consider Strategic Plan strategy around communications and website.
- Records retention policy – Arlene and Janet to formulate
- Succession planning
 - Vishnu Rajasekharan – needs a follow up – Dawn to contact

New Business

- On-line, in person forum? – Jim's idea (discuss in Jan.?)

NEXT TELECONFERENCE:
Wednesday, January 15, 2020
12:00 Noon Eastern Time

List of Exec committee and committee chairs

Elected Members

- [Chair](#), Dawn Mason



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- [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](#), Jim Tung
- [Membership](#), Lissa Dulany
- [Program Chair](#), Anne DeMasi, LANXESS
 - Judy Cohen

Non-voting

- MMPG rep, Anne DeMasi, LANXESS
- [Carol Duane](#), Regional Meetings chair
- Diane Schmidt, Communications committee and 2019 chair-elect

Elevator Speech:

Version 5

The Division of Business Development & Management focuses on the business of chemistry. We differentiate ourselves from other ACS divisions by focusing on organizing programs in areas such as sales & marketing, finance, product development, employee relations, quality systems, public relations, plant management and distribution to strengthen the overall business of chemistry. Our strategy is to collaborate with ACS committees such as Corporate Associates, International Activities and the Committee on Science to deliver programs at National, Regional, and Local Section meetings. Bottom line is that we are always eager to work with others in the Society to develop programming and promote issues related to chemistry and WE MEAN BUSINESS.



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Version 6

BMGT is about the business of chemistry. We focus on the essentials that actualize chemistry's solutions - like management, safety, regulations, sales and marketing - everything inside and outside the laboratory that develops and produces products that improve our lives and make the world better.