



**Executive Committee Teleconference Meeting Report**  
**Wednesday, 15 April 2020**  
**12:00 noon (Eastern Time)**

*Diane Schmidt, chaired the meeting with a roll call.*

*Present: Anne, DeMasi, Diane Schmidt, Janet Bryant, Thomas Colacot, Dawn Mason, Mick Hurrey, Matt Grandbois, Lisa Balbes, Chanda Klinker, Carol Duane, Jamie, Lissa Dulany*

*Absent:*

➤ **Secretary (Thomas Colacot) (3 min.)**

- Motion to approve minutes from March EC meeting, where Carol moved the motion, while Matt seconded. The report was unanimously approved, Lisa Balbes was requested to post it on the web.

➤ **Treasurer: (Mick Hurrey) (5 min.)**

- General Accounting Update – everything is in order. The BMGT IPG was submitted and accepted. The \$7,500 will be sent to Mick in 4-5 business days. As of April meeting, it had not yet been deposited by national ACS in the Division account. The IPG money mentioned in Mick's Treasurer's report is the same.
- Budget for 2020 was revised due to the postponement of M3 conference. Amended budget was unanimously approved.
- Scheduling of 2019 Audit - Arlene & Lissa D. will conduct the audit.
- Division dues for 2021- was decided to ask for no change from 2020 dues.

➤ **Past-Chair/Awards Chair (Dawn Mason) (5 min.)**

- Recommendation for time/place for 2020 Whalen Award presentation and reception. Supposed to be presented this year. Discussion between San Antonio in 2021 or San Francisco in Fall 2020, decision for the former. Janet has information on where to get the plaque.
- Fellows Nominations: Janet submitted two on behalf of the division, for Natalie LaFranzo and Sid White.
- Contact Dawn with nominees for the open offices for 2020 Fall election. Open offices are: Chair-Elect, Councilor, Alt. Councilor, Secretary, and Member-at-Large.
- At least one person has been nominated for each position to date.

➤ **Chair (Diane Schmidt) (5 min.)**

- Diane did welcome Jamie Schwarzbach, BMGT Member-at-Large to the call.
- BMGT rep on H.N. Cheng's Task Force on Entrepreneurship – Mick Hurrey volunteered. Jim Skinner is the point person regarding ACS funding for entrepreneurship.
- Re: H.N. Cheng's TF, Jim Skinner specifically requested a representative from BMGT for this TF. Mick volunteered to be the BMGT rep. Jim has also been requesting Diane's input for this TF



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- ACS offer to BMGT re: Zoom access through May 31- discussion - \$15 per month – it is May 2021. Jim will manage it. We will meet on May 20th by Zoom.
- IPG Grant Acceptance Submitted to ACS: \$7,500 – accepted – funds will be used for SA, SF meeting
- Chair's Letter congratulating/thanking ACS Board of Directors on putting Safety First in cancellation of the Philadelphia meeting-Complete.
- Industry Networking Reception-BMGT funds will be used for San Francisco and San Antonio Receptions-Complete
- Social co-sponsored in Philadelphia with CHAS and SCHB is re-scheduled for San Francisco-Complete
- Next BMGT meeting: **May 20 at 12 Noon ET**
- SPR Implementation Plan Status: See attached summary sheet
- **Chair-Elect (Matt Grandbois) (5min)**
  - *IPG Grant Status & SF Planning* – With the success of the Spring 2020 IPG proposal, we now need to finalize the details on how to utilize the funds in alignment with the proposed plan, established task owners, and understand timeline.
    - *Matt will schedule meeting to get alignment and set initial plan for San Francisco. Will report back during May 2020 Executive Committee meeting.*
  - *Long-Term Programming Brainstorm Teleconference*– TBD for end of April now that much of Philly re-programming efforts have calmed down. Matt will schedule and report back during May 2020 Executive Committee Meeting.
- **BMGT programming (Anne DeMasi) (10 min.)**
  - 2020 Program Plans
    - Sci Meetings and San Francisco (Anne/Janet) – Anne & Janet do not have anything
    - Fall 2020 MPPG plans (Janet) – looking better and better
    - Fall 2020 Heroes of Chemistry Symposium (Anne)
    - Fall 2020 BMGT F2F Business meeting in SF
    - Whalen Award presentation & reception plans (Anne/Janet)
- **Regional Meetings (Carol Duane) (5 min.)**
  - **Plans for 2021 – discussion scheduled**
    - **Format of event** – trying to get plans for Bill talk 2020 – waiting to hear from Judy Cohen.
    - Choosing the next regional meeting – done? In progress?
  - Input requested
  - Details in attachment
- **Councilor (Janet Bryant) (5 min.)**
  - Councilor's report – NORM 2020 is cancelled. NORM 2021 will be in Washington, 2022 is also planned.



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- **Communications (Jim Tung) (5 min.)**
  - Logistics to use another method for monthly meetings other than telecon
  - Updated Website – updating the website
  - E-mail blast schedule– nothing in the queue now.
- **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**
  - Update of Membership Recruitment Tri-fold – we got some feedback. Lissa will work with Chanda.
- **Webmaster (Lisa Balbes) (5 min.)** – no new comments.

### Old Business

- By-laws review – Janet (10 min.)
- Records retention policy – Janet
- Succession planning
  - Vishnu Rajasekharan – needs a follow up – Dawn to contact

### New Business

- On-line, in person forum? – Jim’s idea (discuss in May EC call)

Meeting adjourned.

**NEXT TELECONFERENCE:**  
**Wednesday, 20 May 2020**  
**12:00 Noon Eastern Time**

### ***List of Exec committee and committee chairs***

#### Elected Members

- [Chair](#), Diane Schmidt
- [Chair-Elect](#), Matt Grandbois
- Immediate [Past-Chair](#) (Nominations and Awards), Dawn Mason
- [Treasurer](#) (2018-2019), Mick Hurrey
- [Secretary](#) (2019-2020), Thomas Colacot
- [Councilor](#) (2018-2020), Janet Bryant
- [Alternate Councilor](#) (2018-2020), Carol Duane

#### Appointed Members



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- [Communications](#), Jim Tung
- [Membership](#), Lissa Dulany and Chanda Klinker
- [Program Chair](#), Anne DeMasi, Livent
- [Member-at-Large](#), Jamie Schwarzbach

### Non-voting

- MPPG rep, Anne DeMasi, Livent
- [Carol Duane](#), Regional Meetings chair
  - Judy Cohen
- Matt Grandbois, Communications Committee and 2021 chair-elect
- Janet Bryant, BMGT Liaison to SCHB
- Jim Skinner, SCHB Liaison to BMGT

### 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.

#### 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.