



Executive Committee Teleconference Report
Wednesday, 18 March 2020
12:00 noon (Eastern Time)

Diane Schmidt, chaired the meeting with roll call:

Present: Diane Schmidt, Janet Bryant, Matt Grandbois, Mick Hurrey, Carol Duane, Lissa Dulany, Lisa Balbes, Jim Tung, Dawn Mason, Anne DeMasi, Guest SCHB Liaison Jim Skinner, Jamie Schwarzbach [Invited Guest]

Absent: Thomas Colacot as the line was constantly busy.

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

- Motion to approve minutes from February EC meeting - ?

- Seconded: Janet Bryant, unanimously approved by the EC. Subsequently Lisa posted it.

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

- General accounting update:
- No new disbursements or credits since last month
- Payments for support of the Spring ACS Industrial Networking social and the Joint Wine Social were sent in, but what is going to happen hasn't been determined. Diane is going to speak with Industry Member Programs to find out what will happen with ACS social. I will send a note to CHAS and report back
- The M3 conference is being postponed until 2021 and the 2020 Budget will be amended to reflect this change and be up for a vote at the April meeting.

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

- Contact Dawn with nominees for the open offices for 2020 Fall election- Open offices: Chair-Elect, Councilor, Alt. Councilor, Secretary, Member at Large
- 2020 Whalen Award recipient – [Dr. A.N. Sreeram of DOW](#)

➤ **Chair (Diane Schmidt) (5 min.)**

- Welcome Jim Skinner – Liaison from SCHB to BMGT Welcome Jamie Schwarzbach – Invited Visitor
- Chair's Letter to BMGT 3/10/2020 re: Cancellation of Philadelphia national ACS meeting
- BMGT Letter from Chair –Kudos to ACS for putting Safety First
- Chair to check with Cal Trepinger of IMP on transferring BMGT Industry Networking reception funds to 2020 San Francisco ACS national Meeting and 2021 San Antonio ACS
- Chair to check with Russ Phifer of CHAS on transferring BMGT co-sponsored social funds to 2020 San Francisco meeting social
- Contact at National for BMGT Programming is Brianna Blevins
- Next BMGT meeting: April 15 at 12 Noon ET
- SPR Implementation Plan Status: See attached summary sheet

➤ **Chair-Elect (Matt Grandbois)(5min)**



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- CPRC Public Relations Make-Over – draft report from CPRC and BMGT response provided to Diane and Thomas for inclusion in the minutes. Communications team is already implementing actions recommended by CPRC.
- BMGT Programming Brainstorm Session Make-Up – Matt will set-up time after Fall 2020 Programming meeting to set-up long-term strategy for 2021 and beyond in alignment with the strategic plan.
- **BMGT programming (Anne DeMasi) (10 min.)**
 - 2020 Program Plans
 - Spring 2020: co-sponsored symposia - national meeting cancelled
 - Fall 2020 MPPG plans (Janet) – Moving forward robustly; still assessing impacts of Philadelphia meeting being cancelled. ACS has extended San Francisco abstracts and events deadlines to accommodate any that can move to the Fall after being cancelled in the Spring.
 - Fall 2020 Heroes of Chemistry Symposium (Anne)
 - Whalen reception/symposium plans (Anne/Janet) – Have done initial outreach; will follow up in the next week to get his preferences
 - BMGT F2F Business meeting to precede reception? symposium?
 - Fall 2020 Heroes of Chemistry Symposium (Anne)
- **Regional Meetings (Carol Duane) (5 min.)** Janet comment: NORM 2020 in Bellingham, WA in June will most likely be cancelled. Carol's written report is attached: We are working to identify the 2021 regional meeting host for the BILL Talk. Expected format is to be similar to 2019 – i.e. Mtg sponsorship which gives us a non-programmed against BILL Talk event. Sustainable funding plan is to identify a speaker from a corporation in the region and have them sponsor the recording of the event. Prefer to reserve the \$5,000 in the 2020 budget to pay for the 2021 regional meeting sponsorship or other advance expenses. Requests from 2020 regional meetings for BMGT support not being considered at this time.
- **Councilor (Janet Bryant) (5 min.)**
 - Councilor's report – Awaiting info from the Secretary's Office on path forward and potential for a virtual council meeting to keep things on track, including elections of various sorts
 - Division Row and IPG Poster- Status – Carol Duane and Janet Bryant provided the IPG poster to DAC, With Spring 2020 Philadelphia cancelled, we are ready to post that poster wherever and whenever DAC decides we need to. Other than that, our obligations for closeout are complete.
- **Communications (Jim Tung) (5 min.)**
 - Website almost complete. Remaining items to be addressed by Jim in the next two weeks. Additional questions/guidance to be done by e-mail to Executive Committee.
 - Jim to publish a single e-mail per week for BMGT, targeting Friday at 11:30 AM Eastern, with deadline to make Friday e-mail Thursday at 4 PM Eastern. Google Form to come that will be used to track e-mail requests.



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- **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**
 - QR code for membership Working well
 - Update of Membership Recruitment Tri-fold-Lissa will send electronic copy for EC input
 - CPC meets next week on how Council will proceed in view of Philadelphia meeting cancellation
 - Lissa is a member of CPC.
- **Webmaster (Lisa Balbes) (5 min.)**
 - Web site report: February minutes have been posted, web site is up to date

Old Business

- By-laws review – Janet (10 min.) – on track, but currently low priority in the midst of Philadelphia cancellation and unravelling
- Records retention policy – Janet – Coupled with the website and communications revamp. Will continue to evolve and operationalize when ready
- Succession planning
 - Vishnu Rajasekharan – needs a follow up – Dawn to contact

New Business

M3 Conference postponed until 2021

Mick will revise BMGT budget to reflect M# Conference cancellation and present it a the April 15 EC meeting

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

NEXT TELECONFERENCE:
Wednesday, 15 April 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



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- [Councilor](#) (2018-2020), Janet Bryant
- [Alternate Councilor](#) (2018-2020), Carol Duane

Appointed Members

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

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.