



Executive Committee Teleconference Report

Wednesday, 15 July 2020

12:00 noon (Eastern Time)

Diane Schmidt, chaired the ZOOM meeting.

Present: Diane Schmidt, Mick Hurry, Thomas Colacot, Janet Bryant, Jim Tung, Matt Grandbois, Dawn Mason, Carol Duane, Lissa Dulany

Absent: Lisa Balbes, Chandra Klinker, Anne DeMasi

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

- With Carol's motion followed by Janet's seconding the minutes from June EC meeting was approved unanimously. A copy will be provided to Jim Tung to post it on the website. Thomas encouraged the EC members to check the draft of the minutes while it is being circulated to minimize any transcription errors.

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

- General Accounting Update: Unknown Capitol One charges are not resolved although it seems to be a minor issue. Website fees of \$ 600 were submitted too and will be sent to Sharon. As of today, the balance in the bank is \$108,140.84
- IPG proposal status – due today July 15 – draft distributed to EC on July 9. The proposal was unanimously approved by a motion by Matt and seconded by Dawn. The IPG was submitted and confirmation sent to Diane after the meeting.

➤ **Past-Chair/Awards Chair (Dawn Mason) (2 min.)**

- Whalen Award Updates- Plaques are not ordered, however will be sent to Felica Dixon of ACS Award Office after the SF meeting for shipping to the Spring San Antonio meeting.
- Contact Dawn with nominees for the open offices for 2020 Fall election - Open offices are: Chair-Elect, Councilor, Alt. Councilor, Secretary, Member-at-Large: There are enough candidates per Dawn.
- Diane discussed about the Committee on Science (COMSCI) Nomination for the next year. Janet proposed Thomas to be nominated again. Thomas agreed.

➤ **Chair (Diane Schmidt) (5 min.)**

- *Action Item* - ACS Rocky Mountain Regional Meeting: Solicitation for BMGT for a half day or one day sponsorship of the symposium with \$500 and \$ 1000 contributions respectively. This regional meeting is scheduled for October 20 to 23, 2021. Diane will send the details to Carol, our Regional Meetings Chair, for follow-up.
- *Action Item* - Proposal to adopt draft Guidelines for BMGT Executive Committee virtual meetings {attached}; BMGT is already following the guidelines and the committee decided to follow the guidelines strictly. The proposal was approved unanimously following a motion by Mick, seconded by Thomas.
- *Action Item:* Proposed revision to Operations Guide-Elections responsibilities of Secretary and Chair-elect in the case of a real or perceived conflict of interest (attached). The proposal was approved unanimously after a motion by Janet, seconded by Mick.



Executive Committee Teleconference Report

Wednesday, 15 July 2020

12:00 noon (Eastern Time)

- Action Item: Re-schedule/Cancel BMGT EC meeting August 19 due to conflicts with SF Council and SF virtual tech session; proposed August dates? Based on Janet's comments decided to have the meeting for Aug with a new date. Diane will send the agenda and date of the meeting later after EC members to provide their suggestions by email.
- 2020 Annual Meeting *Draft Agenda*-discussion (draft attached) – Details will be provided later.
- Date of 2020 Annual Meeting via Zoom-discussion – Date to be determined when we have more specifics about the virtual national SF meeting in August. - agreed.
- Post two elevator speeches on BMGT webpage – discussion – Decided to post both at the website appropriately. Jim Tung will follow-up.
- *Cyber Security Workshop virtual* – EXPO workshops will be available on-demand August 17 thru Aug 28, 24/7. More specifics are being worked with the ACS virtual workshops vendor. Stay tuned.
- Next BMGT EC meeting: August 19 at 12 Noon ET-reschedule/cancel based on preceding discussion. The date will be decided when we have more specifics about the virtual meeting schedule from ACS national meetings.
- SPR Implementation Plan Status: See BMGT webpage.
- **Chair-Elect (Matt Grandbois) (5min)**
 - *Action Item*: EC review and approval of Draft Diversity Message to go to BMGT members with ACS President's video and video transcript – draft attached [Matt and Janet]. After a long discussion it was approved with motion by Mick and seconded by Dawn to post the current draft with subsequent amendment with time.
 - *IPG Grant Status & SF Planning* – Matt will be leading up Technology Commercialization Workshop. With move of SF to all virtual we need to coordinate with theme and that will impact timing, but still targeting SF.
 - *Long-Term Programming Brainstorm* – Consolidation and planning has slipped in priority, so will be develop with prioritization along how to provide hybrid programs that work with virtual meetings too.
- **BMGT programming (Anne DeMasi) (10 min.)**
 - 2020 Program Plans
 - Fall 2020 MPPG virtual plans; BMGT co-sponsor to POLY MPPG sessions (Janet)
 - Fall 2020 Heroes of Chemistry Symposium virtual (Anne) – Cancelled. Will reschedule when ACS HQ releases details of how they will handle the Heroes of Chemistry black-tie award ceremony.
 - Fall 2020 BMGT Business meeting now by Zoom –date?



Executive Committee Teleconference Report

Wednesday, 15 July 2020
12:00 noon (Eastern Time)

- **Regional Meetings (Carol Duane) (5 min.)**
 - Request for ideas on how to structure the proposal for a virtual BILL talk and reception versus the format used for an in-person BILL talk and reception of \$5,000 sponsorship. Preliminary idea is a \$1,000 sponsorship and an offer to use the BMGT platform to hold a virtual reception as the networking sessions.
 - Preliminary approach was made to MARM2021 but formal proposal not yet submitted since it is uncertain whether the meeting will be in person or virtual.
 - Carol will draft a virtual BILL talk/reception proposal to acquire input by August meeting.
 - Rocky Mountain Regional meeting sponsorship is backup idea for MARM BILL talk. Diane suggested Dr. John Michael Newsome as a possible BILL speaker.
- **Councilor (Janet Bryant) (5 min.)**
 - Councilor's report: We await details from ACS HQ on lots of virtual meeting logistics. Council meeting will be held virtually on Wednesday, August 19, 2020 starting at 8 am pdt.
- **Communications (Jim Tung) (5 min.)**
 - Termination of ACS e-mail service/migration to MailChimp Status of updated website/request for additions/corrections
- **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**
 - Update of Membership Recruitment Tri-fold
- **Webmaster (Lisa Balbes) (5 min.)**

Career Profiles - If people are interested, Lisa can contact Tom and make sure they are accepting new profiles, then write a blurb for Jim Tung to publish, asking people to volunteer to be profiled.

On the web site, we found that the bylaws had not gotten moved over to the new site, but that's fixed now.

Old Business

- By-laws review – Janet (10 min.): low in priority at this time. C&B isn't worried about us, but some housekeeping is in order.
- Records retention policy – Janet :Await website updates.

New Business

NEXT ZOOM CONFERENCE:



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

Date To be determined August 2020

Based on ACS virtual national meeting schedule which is not yet available

12:00 Noon Eastern Time

List of Exec committee and committee chairs

Elected Members

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

Appointed Members

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

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



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

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.