



## 2020 June Executive Committee Teleconference Report

### Wednesday, 17 June 2020

### 12:00 noon (Eastern Time)

Diane Schmidt, chaired meeting; with the following attendees.

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

*Absent:* Chanda Klinker, Lisa Balbes

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

Motion by Mick, seconded by Janet approved minutes from May EC meeting with a request for Jim to file it on the website in an organized manner.

➤ **Treasurer: (Mick Hurrey) (5 min.) attach audit report**

- General Accounting Update:
  - IPG grant of \$7500 received on April 22
  - Three charges from Capital One were posted to the account on May 5, Mick to investigate
  - Check cleared for \$598.30 on May 18 to cover expenses from 2020 LDI
- 2019 Audit Results – Approved
  - One discrepancy, an overpayment to treasurer, which was repaid and cleared on April 21

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

- Dawn updated that there are some competitions for certain nominees for the open offices for 2020 Fall election - Open offices are: Chair-Elect, Councilor, Alt. Councilor, Secretary, Member-at-Large. Diane per suggestion of Thomas decided to have election to be conducted by Matt and Tim to avoid the conflict of interest, where Thomas, the current secretary is also a candidate. A motion by Janet, seconded by Dawn to amend the Operations Manual for future situations such as this to avoid any conflict of interest, if the secretary is a candidate.

➤ **Chair (Diane Schmidt) (5 min.)**

- *IPG Grant discussion*-proposal due to ACS by July 15. Matt proposed Carol's suggestions to write an **internship seed grant** proposals for companies to hire minorities. Mick proposed to have a *Virtual Meeting Space* under \$4000. Per Janet, the total amount of grant can be applied is \$12,500, however anything beyond \$7500 might not be easier. Since total IPG proposals can tally \$12.5k in any given calendar year, this new proposal, due 7/15/20, can only go in as a \$5k request.
- **• Outcome of IPG discussion:** By consensus, it was agreed that Mick will write an IPG proposal to launch a *BMGT Virtual Meeting Space* . The internship SEED Grant idea will be funded out of the BMGT treasury.



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- Draft Message to go to BMGT members with ACS President's video and video transcript- Matt and Janet are preparing this for review at the July 15 EC meeting.
- ACTION ITEM: The Operations Manual will be revised by Diane in the Secretary and Chair-Elect sections to reflect the Election responsibilities in the case of a real or perceived conflict of interest. A draft of the revised sections will be ready for EC consideration and approval at the July 15 EC Zoom call..
- Cyber Security Workshop virtual – timing TBD
- Confirmed-Symposia co-sponsorships with H.N. Cheng and PROF
- Next BMGT meeting: **July 15 at 12 Noon ET**
- SPR Implementation Plan Status: See attached summary sheet – See the webpage.
- **Chair-Elect (Matt Grandbois) (5min)**
  - *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 plans; BMGT co-sponsor to POLY MPPG sessions, with no issues per Jannet.
    - Fall 2020 Heroes of Chemistry Symposium: Things are going well in terms of the virtual meeting (Anne)
    - Fall 2020 BMGT Business meeting now by Zoom: Diane suggested to have the annual meeting before or after the annual meeting and several members agreed with the proposal. More concrete decisions will be taken during the next meeting with a meeting agenda by Diane.
- **Regional Meetings (Carol Duane) (5 min.)**
  - BILL talk proposal to MARM 2021 organizers – \$5000 might be too much for a virtual meeting sponsorship, \$ 1000 might be reasonable. Mick suggested to use \$4000 towards for creating a **virtual meeting space**.
- **Councilor (Janet Bryant) (5 min.)**
  - Councilor's report – Jannet please provide the details here.
- **Communications (Jim Tung) (5 min.)**
  - Terminated ACS e-mail service with migration to MailChimp. Suggested to have an option to choose 1500 members with a cost of \$240. Executive Committee agreed with the proposal.  
Status of updated website/request for additions/corrections: Jim would like to have feedback to improve the website. Members are encouraged to provide their feedback.
- **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**



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- Update of Membership Recruitment Tri-fold

➤ Webmaster (Lisa Balbes) (5 min.) Absent

### Old Business

- By-laws review – Janet (10 min.)
- Records retention policy – Janet

### New Business

### **NEXT TELECONFERENCE:**

Wednesday, 15 July 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](#) (2018-2020), 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



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- 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.