



Executive Committee Teleconference Minutes

Wednesday, 21 October 2020

12:00 noon (Eastern Time)

Website: <https://bmgmt.org>

Diane G. Schmidt chaired the meeting with a quorum.

Attendees: Diane Schmidt, Matt Grandbois, Mick Hurrey, Carol Duane, Dawn Mason, Jim Tung, Chanda Klinker, Jim Skinner, Thomas Colacot, Janet Bryant

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

- Motion by Matt Grandbois and seconded by Mick Hurrey, the minutes from September EC meeting was approved.
- Motion to approve the draft minutes from September 30 BMGT Annual meeting of all members. It is being circulated for approval hence postponed to the November meeting.
- The Secretary will submit the election certification forms to national ACS [Donica Young, secretary@acs.org] upon today's approval of the election results in Matt's report This is required by the national ACS by-laws.

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

- General Accounting Update – Received payment from ACS HQ for Jan-Jun Dues for \$3120. We also received the IPG grant funds (\$5000). There were no other payments or credits during this period.
- Fall 2020 BMGT IPG update - Mick provided an update, however there is nothing outstanding.
- Spring 2020 BMGT IPG – approved and implemented per Matt
- Reminder-draft 2021 BMGT budget for approval due at November EC meeting

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

- Whalen Award Update: there was discussion about conducting the award every year vs . every other year.
- With a motion by Carol and seconding by Dawn it was approved to conduct the Henry F. Whalen Award Annually, effective starting in 2022. *Comment:* Since we are presenting the 2020 Whalen Award in March at the 2021 San Antonio national ACS meeting. This will be a pilot for a couple of years while we see how it works out from a financial and human resource perspective.

➤ **Chair (Diane Schmidt) (5 min.)**

- Updated and final Operations Handbook approval no later than EC December 2020-call for updates to Officers and Standing Committee Chairs sent 9-9-2020; updates as of 10-14-2020 attached



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- COMSCI nomination of Dr. Thomas A. Colacot has been submitted and received by national ACS. Good luck, Thomas!
- National Awards call for nominations. November 1 deadline
- Confirmed: BMGT will be co-sponsor of the Colloid Division Symposium entitled “**Industry/Academia Dialogue**” **re-scheduled** due to the cancellation of the 2020 Philadelphia ACS national meeting. The symposium will be held in San Antonio on Tuesday, March 23 in the morning. We are all hoping for a face to face meeting. See attachment for further details.
- Diane will serve as Moderator and Jim Skinner as the Presenter on the following 2 Webinars for ACS members:
 - Wed. 10/28/2020 from 1-3pm ET (Live Broadcast 2-3pm ET) “Starting a Company: How to Develop a Business Plan”
 - Thurs. 11/5/2020 from 1-3pm ET (Live Broadcast 2-3pm ET) “Starting a Company: Where Do You Get Funding?”
 - Sponsors for preceding 2 Webinars are BMGT, SCHB and President-Elect H.N. Cheng
- BMGT is a co-sponsor with IMP [Industry Member Programs] of the annual Chemistry & the Economy Webinar. The next webinar is set for November 12. Jim agreed to post the details.
- FAQ items regarding the preceding 3 webinars:
 - How will the webinar publicity be handled?
 - The ACS Webinars Team will handle the publicity.
 - Will we have to go into ACS.org and search for them or will you provide the direct link? Participants need to visit www.acs.org/acswwebinars and find the webinar, click to register, and create an ACS ID if they do not have one.
 - What is the typical time lag between an actual webinar and the posting on ACS.org?
[A week or two.](#)
- *Cyber Security Workshop at SF national meeting - virtual* – EXPO workshops was available on-demand August 17 thru Aug 28, 24/7. Metrics on the workshop are expected to be available by the October 21 EC meeting
- Next BMGT EC meeting: **November 18 at 12 Noon ET**
- SPR [Strategic Planning Retreat]- Progress was reviewed on September 30 in the 2020 Annual BMGT Meeting of all members conducted via Zoom..
- SPR Implementation Plan Dashboard Status: See BMGT webpage



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➤ **Chair-Elect (Matt Grandbois) (10min)**

○ **2020 BMGT Election**

- The 2020 BMGT Election was opened on Monday, October 5th and is planned to run through Monday, October 19th. The election is being conducted using SurveyMonkey that enables the validation of cast votes by aligning them to unique email invitations for the ballot. Upon completion of the election, the results will be shared with the BMGT Chair to then be approved by the Executive committee and then shared back to ACS National Office by the BMGT Secretary.

○ **I4C Program**

- Program is still in search of project leadership and/or additional volunteer support. Received word from ACS Division of Education that ACS Staff Member, Shari Joi-Nicholson, has been appointed to work with the Pilot Project Team to make sure we are in alignment with expectations in regard to the 2021 New Program Proposal Process that is one of the target milestones of the Pilot Program.

○ **Technology Commercialization Workshop**

- Still work in progress. Some speakers have been identified and secured. Next step is to understand timing as it relates to long-term programming for BMGT.

○ **Long-Term Divisional Programming**

- Long-term National Meeting Programming Plan was developed and will be adopted going forward to guide BMGT Programming Chair. This represents progress towards Strategic Plan Goal 2 Strategy 1, but completion of this item will require connection to Regional Programming, as well as additional programming that will be needed for virtual events. Further expansion will be focus of Programming Chair Report.

➤ **BMGT programming (Anne DeMasi) (10 min.)**

- 2020 SF virtual Program Debrief with metrics if available
- 2021 BMGT Programming (Jamie Schwartzbach)

- Plans

- Outcomes-Aug. 28 DAC 2021 Programming Zoom call [Janet/Anne/Matt/Jamie]

➤ **Regional Meetings (Carol Duane) (5 min.)**

- Status of MARM2021 BILL talk proposal
- RMRM2021 – ideas for regional meeting programming

➤ **Councilor (Janet Bryant) (5 min.)**

- Councilor's report

➤ **Communications/Webmaster/Zoom Manager (Jim Tung) (5 min.)**

- Communication of call for national awards nominations



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- Communications plan for 2020 Whalen Award recipient - Dr. A.N. Sreeram including C&EN
- Communication of election results
- **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**
 - Update on Membership Recruitment - Nothing new to report.

Old Business

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

New Business

NEXT ZOOM CONFERENCE:

Wednesday, 18 November 2020

12:00 Noon Eastern Time

2020 List of Exec committee and committee chairs

Elected Members

- [Chair](#), Diane G. 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



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- [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

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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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.