



Executive Committee Minutes
Wednesday, 18 November 2020
12:00 noon (Eastern Time)
Website: <https://bmgmt.org/>

Diane G. Schmidt, chaired the meeting with a quorum.

The Chair, Diane G. Schmidt, welcomed the 2021 Officers and Committee Chairs

Present: Diane Schmidt, Matt Grandbois, Dawn Mason, Thomas Colacot, Anne DeMasi, Jamie Schwarzbach, Lissa Dulany, Chanda Klinker, Carol Duane, Mick Hurrey , Jim Tung

➤ **Secretary (Thomas Colacot) (5 min.)**

- With a motion by Dawn and Seconded by Matt the minutes from the 21 October ECM meeting, was unanimously approved with a minor amendment by Mick Hurry considering his changes on the accounting section.
- The **draft** of the minutes from 30 September BMGT Annual meeting of all members was also approved unanimously, with a minor accounting amendment from Mick Hurry. Dawn proposed the motion and Matt seconded it. However, this will be fully approved only in 2021 at the Annual, all member meeting tentatively set for August 2021 in Atlanta..
- Secretary emailed the amended both reports to Jim Tung to post them on the website.
- 2021 Election Results and protocols were discussed by Diane. The executive committee unanimously approved the election results of 2021 BMGT Officers: Thomas Colacot, Chair Elect; Judy Cohen, Secretary; Janet Bryant, Councilor and Natalie LaFranzo, Alternate Councilor with a motion by Dawn, and seconded by Matt.
- The Secretary was authorized to submit the election certification forms to the national ACS [Donica Young, secretary@acs.org] before 12/01/2020, as required by the national ACS by-laws with the updated address, phone number and email ids provided by the officers (Done!).

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

- General Accounting Update: Provided an update wrt \$15.00 received as a challenge grant and the payment of \$121.50 for the web site payment.
- Per Diane the zoom charge for 2021 might be waived off.
- 2021 BMGT Budget: Postponed the Review and Approval to the December meeting for the members to review the proposal by email. Mick will email the reports to ECM.
- Fall 2020 BMGT IPG update - Implemented. Need to plan to apply for the new IPG grant for the 2021
- Spring 2020 BMGT IPG – approved and implemented - status [Matt]
- Web design for 2021 is proposed: \$1000.00 plus \$ 300.00 per suggestion of Jim Tug.

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



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- ACS virtual ChemLuminary Awards - Wednesday, December 9, at 4:00 p.m. EST. The ceremony will include a keynote address by Janet L. Bryant, recipient of the Award for Volunteer Service to the American Chemical Society, and the presentations of awards given by 23 committees of the Society will follow.
- Major discussion was on obtaining the copies of the awardee certificates, plaque, picture etc., of the previous award recipients for posting them on the website by creating a sub section. Dawn Mason volunteered to take the lead in obtaining the missing documents. This practice will continue for future awardees as well, where the webmaster will post the documents.
- Congratulated BMGT on being a ChemLuminary Finalist for the category - Most Unique Project as Funded by a Division Innovative Project Grant
 - BMGT Project that is a finalist is “Regional Expansion of ACS Leadership Chats BILL Talks”
- Congratulated Janet Bryant who will be receiving the ACS Volunteer Service Award.
- Discussed the Status of 2020 Whalen Award presentation.
- Call for nominations for the 2021 Kavli Emerging Leader in Chemistry Lecture
 - Each Division may make 2 nominations to be received no later than December 11, 2020
- **Chair (Diane Schmidt) (5 min.)**
 - Updated and final 2021 **Operations Handbook** for approval was moved to the ECM December, 2020 meeting.
 - **WEBINARS** [<https://www.acs.org/content/acs/en/acs-webinars.html>] [**The webinars are free and registrants do not have to be an ACS member**]:
 - **Metrics with links to the webinars and feedback slides to date were emailed by Diane to the EC on 11/17/2020 and are attached.**
 - **October 28 webinar “How to Start a Business: Do You need a Business Plan?”** <https://www.acs.org/content/acs/en/acs-webinars/business-entrepreneurship/business-plan.html>
 - **November 12 webinar “Chemistry & the Economy: 2021 Outlook”** <https://www.acs.org/content/dam/acsorg/events/business-entrepreneurship/Slides/2020-11-12-chem-econ-2021-outlook.pdf>



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- Jim Skinner served as the Presenter and Diane as the Moderator on the following 2 Webinars for ACS members and non-ACS member individuals. Registration flyers are attached and were posted on the website plus Chandadid an email blast to BMGT members.
- **The Invitation slide to join BMGT** presented during the webinars is attached.
- **Special thanks to Jim Skinner** for preparing both Webinar presentations and presenting them.
 - Wed. 10/28/2020 from 1-3pm EST (Live Broadcast 2-3pm EST)
“Starting a Company: Do you Need a Business Plan”
 - **Impact: High engagement/interest; 500+ registrants; great questions and discussion; follow-up chat sponsored by SCHB after the Webinar ended**
 - **Link to access the October 28 webinar:** <https://www.acs.org/content/acs/en/acs-webinars/business-entrepreneurship/business-plan.html>
 - Tuesday 12/1/2020 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, Corporation Associates, IMP, Committee on Technician Affairs and President-Elect H.N. Cheng**
- BMGT has co-sponsored with IMP [Industry Member Programs] of the annual **Chemistry & the Economy Webinar**. The webinar was held November 12. The flyer and metrics for the webinar are attached.
- **Access to ACS webinars after they have occurred:** The unedited recording are available to registrants for 24 hours after the broadcast. After that the recording will be removed, edited, and posted to the ACS Webinars Library as soon as possible.
- *Cyber Security Workshop at SF national meeting - virtual* – EXPO workshop link is now posted on the website.
<https://www.dropbox.com/s/jl2a8qxm5pfg2bz/Call%20with%20Erik%20Kellogg%20%28Guest%29.mp4?dl=0>
- **The Corporation Associates Industrial Safety Forum and DCHAS** symposium with BMGT as a nominal co-sponsor will be held in **Atlanta 2021**. The Symposium is entitled: “Moving forward: Lessons learned from pandemics, extreme weather events, fire storms and more”.



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- **Papers are requested from BMGT** for the aforementioned symposium to be held Atlanta, 2021
- **FORMS change announced by ACS.** Old FORMS system ends November 1, 2020. The **2020 BMGT Annual report** will be submitted in the new system. Diane/2020 Chair and Janet/Councilor are the officers mainly affected.
- National ACS announces the formation of **ACS Community Connections**-more information from national ACS to follow
- Next BMGT EC meeting: **December 16 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 and is on each 2020 Executive Committee Agenda.
- SPR Implementation Plan Dashboard Status: See BMGT webpage: <https://bmgt.org/>

- **Chair Elect (Matt Grandbois) (10min)**
 - **2020 BMGT Election**
 - The 2020 BMGT Election has been completed. Results were shared earlier in today's meeting and approved by the Executive Committee. About 11% voting in 2020 vs 7% in 2019. Results are certified to be shared to ACS National Office by the BMGT Secretary [Thomas Colacot].
 - **I4C Program**
 - Program is going forward along the projected project plan. No additional volunteers reached out after Annual Meeting, so team is proceeding and will enlist ad hoc support. BMGT Member, Joe Stoner, has agreed to run the applicant review process. Early stage promotional fliers have been developed to be reviewed by key stakeholders prior to release before December 1. BMGT Communication Chair Jim Tung established I4C@bmgt.org as functional mailbox for the pilot program collection portal and we will be working with him to establish an I4C Program Page on the website. Given low financial scope of envisioned final program, team is evaluating necessity to pursue New Program Proposal process approval.
 - **Technology Commercialization Workshop**
 - Still work in progress. Not much progress since last meeting.
 - **Long-Term Divisional Programming**
 - Contacted by BMGT Member, Sid White, regarding collaboration with SCC. Further detail during Programming Chair report below.

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



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- 2020 SF virtual Program Debrief with metrics if available
 - 2021 BMGT Programming was provided with a zoom presentation by Jamie Schwarzbach. ECM requested Jamie to send the report to Secretary, Thomas Colacot to include it as an attachment along with the November minutes.
 - Plans
 - Outcomes-Aug. 28 DAC 2021 Programming Zoom call [Janet/Anne/Matt/Jamie]
- For the details of the program please check the link:
docs.google.com/document/d/1KB0dX6ppfjV1BE6xuOEANBe08BgjAnF97IG5ulz68k/
- **Regional Meetings (Carol Duane) (5 min.)**
 - Status of MARM2021 BILL talk proposal
 - RMRM2021 – ideas for regional meeting programmin
 - **Councilor (Janet Bryant) (5 min.)**
 - Councilor’s report – Janet was absent.
 - **Communications/Webmaster/Zoom Manager (Jim Tung) (5 min.)**
 - Communications plan for 2020 Whalen Award recipient - Dr. A.N. Sreeram including C&EN
 - Communication of election results to the BMGT Membership
 - **Membership (Lissa Dulany and Chanda Klinker) (5 min.)**
 - Update on Membership Recruitment

Old Business

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

New Business



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NEXT ZOOM CONFERENCE:
Wednesday, 19 December 2020
12:00 Noon Eastern Time

Meeting was adjourned at 1.30 EST with a motion by Matt and seconding by Jim.

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
- [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



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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.