



Executive Committee Minutes
Wednesday, 17 February 2021
12:00 noon (Eastern Time)
Website: <https://bmgmt.org/>

Matt Grandbois chaired the meeting. Matt opened the meeting by welcoming the officers and committee chairs.

Present: Diane Schmidt, Matt Grandbois, Dawn Mason, Thomas Colacot, Carol Duane, Anne DeMasi, Mick Hurrey, Janet Bryant, Jim Tung, Chanda Klinker, Judy Cohen, Jamie Schwarzbach, Natalie LaFranzo

➤ **Secretary, Judy Cohen**

- The minutes from 20 January 2021 EC meeting was unanimously approved; Motion by Carol D., seconded by Diane S.

➤ **Chair, Matt Grandbois**

- I4C Program: Matt reviewed the I4C program. There were originally 3 winners selected but this was changed to 2 because one didn't quite fit the criteria. All of those not selected were notified and feedback provided. The scholars were paired with mentors and the program was initiated with discussions and introductions to companies and opportunities for non-lab internships. Marketing is underway to highlight the program. Chanda K. asked about timing and what happens if the scholars can't find internships. Matt detailed that they have until the end of 2021 to find an opportunity and if not, the money is absorbed back into the program. There was a question from Diane S. if either winner was an ACS Scholar and it was confirmed that at least one was a Scholar. Diane mentioned that a list of the Scholar Names is provided to Companies looking for Internships if they support the program and this might be another opportunity BMGT should investigate
 - **Action Item: Matt will reach out to ACS Scholars about including both of the I4C winners on that list. Follow-up: Dawn will confirm the one Scholar who was selected for this program is on the ACS Scholar's List.**
- Matt Reviewed the Strategic Plan. Matt reached out to the Strategy Champions for updates. A discussion was had around timing to complete the strategic objectives and it was reiterated that the timelines are definitely aspirational (Judy's favorite saying for February 😊)
 - Goal 1: Communication
 - Website completed.
 - Strategy for 2/3 is behind, Matt will work on this and an update to the BMGT handbook
 - Goal 2: Benefits
 - Strategy 1 – National/Regional Meetings long term plans ongoing
 - Goal 3: Brand Management
 - In progress – Market Analysis to build marketing strategy
 - Elevator speech is defined but might need tweaking



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- Awards:
 - Whalen Award – Scheduled for April 12 4pm ET. Mark Jones to provide introduction but program is still evolving. Dawn M. is working on the Award. Matt shared the layout of the meeting and National is not programming between 4-5pm so should work well to have a good turnout for the Whalen Award.
 - **Action Item: Jim T. to send invite to BMGT membership for the Whalen Award Address program.**
 - Discussion centered on what BMGT can do to provide more award Opportunities other than our current offerings. The discussion centered on other types of non-monetary awards for member engagement such as Division Fellows. Still need to work on this type of program.
- **Past-Chair, Diane Schmidt**
 - Diane stated the annual report was completed and approved using the new system. It was very difficult using the new system.
 - Fellows Nominations: The Division can submit 2 nominations. ACS Fellows Nomination being put together for Natalie L. but other organizations also want to nominate her. BMGT with the leadership of Janet B. will work to get her the best packet (of course 😊) There was a discussion about the challenge of putting together a nomination packet for someone who is more business focused versus scientific but BMGT has been successful at this in the past. There was further discussion around selection criteria, and this has been evolving over time but BMGT should still push to make sure we support the nomination of business focused criteria.
- **Chair-elect, Thomas Colacot**
 - Thomas C. discussed his goal for expanding the BMGT focus internationally. He has been in touch with colleagues from India and China who are interested. He is focusing on understanding and being able to articulate the business case on membership benefits to the international community. There was a suggestion to reach out to other areas of the ACS focused on this including the IAC and Membership Affairs
 - **Action Item: Janet to connect Thomas to MA to discuss international opportunities**
- **Treasurer, Mick Hurrey**
 - Audit Committee was not finalized but BMGT is ready for the audit; books are closed, and statements are downloaded. While we tried to find others not on the Exec Committee for this we were not successful. Chanda and Natalie volunteered with Chanda taking the lead role (Thanks!)
 - General Accounting Update: Current balance \$115K with approximately \$17K reserved as restricted funds for M3 conference.



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- Mick explained the one-time allotment being provided to the Division, so we are well set to cover all expenses including the I4C program. There was a motion from Committee to approve the new budget. No second needed. All approved with 1 abstain.

- **Programming, Jamie Schwarzbach/Carol Duane**
 - Carol provided an update on the Regional Programming at MARM. Dr. Barbara Morgan, General Manager, Pharmaceutical for Lubrizol Life Science, Health will provide the BILL talk. A discussion will be had with Mary Watson, the organizer of MARM to finalize the plans. Judy is working to try and get some sponsorship from LZ. There will be an Industry Matters article on the BILL talks which will be good advertising.
 - National Program for San Antonio is progressing.
 - **Action Item: Anyone with Programming ideas reach out to Jamie.**

- **Councilor Report, Janet Bryant (Dawn Mason) (2 min.)**
 - Council meeting is going to be in chunks this time. Agenda book is out, Matt reviewed the four nominees for ACS President.

- **Membership, Chanda Klinker**
 - Chanda gave an update but not a whole lot happening as she is trying to work through the ACS to get the historical information. She is still trying to focus on who the BMGT membership is and why do they stay to help build the marketing strategy. A discussion was started about a possible membership survey.
 - There was a discussion regarding the follow-up for those showing interest in BMGT from the webinars. Some confusion whether this was a Membership or Communications task.
 - **Action Item: Matt will work with Chanda and Jim to clarify.**

- **Old Business**
 - None

- **New Business**
 - None

A motion to adjourn was made by Diane S. and seconded by Janet B. Motion passed.

NEXT ZOOM CONFERENCE
Wednesday, 17 March 2021
12:00 Noon to 1:30pm Eastern Time