**MEETING MINUTES February 15th, 2022, 6:30pm**

IN ATTENDANCE

Kim Woznack, Alysia Mandato, Toby Chapman, Rich Danchik, Ed Zovinka, Dave Waldeck, Heather Juzwa, Tabitha Riggio, Kristin Nuzzio, Jiahan Xie, Haitao Liu, Kevin Noonan, Logan Miller

**Approval of Agenda**: Rich moves, Heather seconds

**Approval of Minutes**: Toby moves, Rich seconds

CHAIR’S REPORT

* **Welcome and Introductions**: No need for long introductions this time. If anyone is getting phishing emails from an email that isn’t Kim’s, don’t reply! Only open emails from [woznack@calu.edu](mailto:woznack@calu.edu).
* **Meeting Schedule**: Third Tuesday of each month at 6:30 PM via Zoom.
* **Re-Review of Committee Membership**: The updated spreadsheet was sent via email on 2/15. If you see something that should be changed, let Kim know by email. Earth Day Poem Contest role is open, as Mike Mautino stepped down. Alysia volunteered to take over. If you have contact information for anyone on this list who you think should attend the monthly meetings, let Kim know. Tim Grant says ETG has gone inactive since 2020.
* **Review of Tentative Budget**: Column A has the potential codes for new warrants. Years 2017-2021 are included in the budget to compare to the proposed budget for 2022.
  + **Income**: Member-get-a-member blanket program is gone, so the New Member Presidential challenge may not exist. National Meeting Councilor Reimbursement is smaller for this year. Although the councilor’s meeting is virtual, you can still be reimbursed for attending the meeting – information was sent to all councilors about filling this form out. For NCW, the societies each give $2500-3000 – is this included in the budget proposal? Pittsburgh Awards Dinner income may be more if we plan to do two dinners this year. Investment income was estimated.
  + **Expenses**: Awards and scholarships are similar to past years. Pittsburgh/Distinguished Service Awards are doubled since nothing was in 2021 for the physical plaque. PRSEF should be increased because they typically ask for more each year; last year’s money rolled over. Student travel grant checks from 2021 were not sent until January 2022, so the actual expenses for 2022 will be larger than is estimated on the budget. 50- and 60-year member gifts are left at $500 in lieu of the luncheon. Crucible, website, etc. stay same as previous years. SACP-ACS awards dinner has an expense of estimated $5000. Duquesne Student Affiliates Symposium will have an expense of $1200 for food. On the road estimate is about $135 for snacks/speaker gift. For the Pittsburgh awards dinner, we estimated about double from previous years because there were no dinners in 2020 and 2021.
  + **Motion to Approve**: Rich moves, Haitao seconds
* **Final Reporting Form 2021**: Due tonight 2/15. Thank you for everyone’s help.
* **Duquesne Undergraduate Symposium**: They would like us to help contribute to the food expenses.

TREASURER’S REPORT

* Matt is working on an updated warrant and has helped with the budget.

COUNCILLOR’S REPORT

* Haitao and Kim plan to attend the national meeting in-person.

COMMITTEE REPORTS

Nominating

Alysia has volunteered for CCEW Poem Leader.

PGH & DS Award

Nothing to report

Financial

Heather and Kim will have a Zoom meeting with Hefren Tillotson account to have a check-in. $401,869 in the account.

Project SEED

There is no Pittsburgh program this year. Tabitha will send some more information.

Prof Relations/Employment

The societies picked this up a bit more. Planning to do virtual interviews in April-May. We should be available for resume review sort of stuff and publicize.

Chemistry Olympiad

Sam is in the process of collecting names from the teachers. List will be final by 2/19. Local exam – in person or virtual? Kevin will reach out to make this plan once the list of students is received. Seems like there are more people interested this year. Pitt lecture hall may be a good location.

Long Range Planning

Trying to plan a scoping call with Strategic Planning.

Crucible

Nothing to report

Archives

Nothing to report

NCW

Nothing to report

On the Road

Nothing to report

Media Committee

Nothing to report

Earth Day Poetry Contest

Nothing to report

Website

Nothing to report

GROUP REPORTS

WCC

Nothing to report

YCC

Nothing to report

Energy Tech

Tim Grant says ETG has gone inactive since 2020.

50/60/70-year members

Nothing to report

Environmental

Nothing to report

Polymer

Nothing to report

Education

Nothing to report

CERM 2023

Nothing to report

OLD BUSINESS/NEW BUSINESS

Thank you to Kevin for leading as Chair last year.

**CERM**: Is our section actually incorporated? Check with tax person/Hefren Tillotson/PA government website. Is there a tax ID on the bank account?

MEETING ADJOURNED

Rich moves, Heather seconds.