**MEETING MINUTES May 17th, 2022, 6:30pm**

IN ATTENDANCE

Kim Woznack, Alysia Mandato, Niharika Botcha, Haitao Liu, Heather Juzwa, Ed Zovinka, Michael Mautino, Kristin Nuzzio, Rob Mathers, Rich Danchik

**Approval of Agenda**: Alysia moves, Haitao seconds

**Approval of Minutes**: Mike moves, Haitao seconds

CHAIR’S REPORT

* **Meeting Schedule**: Third Tuesday of each month at 6:30 PM via Zoom and in-person at Pitt. We will have a hybrid meeting on June 21 to reflect on our events.
* **May** **20-22 Leadership Development (Atlanta, GA)**: Ed and Kim will attend. Ed has the poster ready.
* **May 25Awards Dinner (ACS, SACP, SSP)**: Duquesne University, RSVP by noon on May 18. We invited the Student Chapters who won awards (one student and one advisor). We did not invite the 50/60/70-year members. We did invite the high school exam top scorers, but not until today.
* **CERM 2022 (June 7-10, Ypsilanti, MI)**: Usually at lunch/breakfast on June 10. Heather will send an email to a coordinator there to check on this. Alysia or Matt may be able to attend.
* **PGH/DS Awards Dinner (June 16)**: Grand Concourse, RSVP by June 6. Encouraging our local section executive members to attend this as we have more space at this venue. Kim will reach out to past winners and nominating members to invite them personally. The RSVP link is not working right now, but Niharika can look at it!
* **50/60/70 Year Member Recognition**: Evonne and Niharika have volunteered to help plan this event. Kim has the list of winners (23 members) and their contact information. We need to plan a venue, choose a date (no need to survey the winners because we have so many), invite others to recognize these members. Heather googles the name of each winner to ensure there is no obituary for the member. Mail the invite in an actual letter in addition to an email.

TREASURER’S REPORT

* Matt is traveling tonight. No official report.
* Matt has been processing warrants.
* If we take any money from our Section, we need to call it a “loan” and not a “grant”.
* When do we start working on CERM 2024? Now! We may need to find another meeting chair. Heather can share the final report to the executive committee from the previous year. Niharika is volunteering for the NERM meeting – she has some experience to help out!

COUNCILLOR’S REPORT

* Fall 2022 ACS National Meeting (Chicago, IL): August 21-25
	+ Registration is open, housing bureau opened on Monday
	+ It will be a hybrid meeting. Haitao plans to attend remotely. Kim plans to attend in-person for the WCC 95th celebration.
	+ District Three Caucus – Allen Cooper stepped down from Chair. Allison Aldrich(?) from Washington Section has taken the Chair position.

COMMITTEE REPORTS

Nominating

Jiahan had to resign from our Secretary-Elect position. He recommended a colleague (Samuel Leong) for the position. Kevin confirmed he is interested. According to the by-laws, we need to hold a special election.

PGH & DS Award

Call for nominations have gone out. These will be sent to Ed.

Financial

$396,060.34 in the HT account as of March 31. Heather and Kim met with the financial advisor recently. Might need to cash out some of this for CERM 2024; the advisor said this would be fine. We pay about $2000 every year. Would it make sense to convert this money into a passive account instead of HT? HT is where Pittcon and Societies money are, but we can look around at a new company.

Project SEED

Nothing to report

Prof Relations/Employment

Nothing to report

Chemistry Olympiad

 Nothing to report

Strategic Planning

Ed, Kevin, and Kim had a meeting with an ACS Strategic Planning facilitator. See below for notes on this conversation.

CERM 2024

See above for notes on this

Crucible

No June and July Crucible

NCW “Fabulous Fibers: The Chemistry of Fabrics”

Nothing to report

On the Road

Nothing to report

CCEW

Received 81 entries this year. We sent four local winner entries to the national contest, which will be announced around June 1. Alysia will submit the checks for the winners this week. Winners will be posted on the website and in the August Crucible.

GROUP REPORTS

WCC

Nothing to report

YCC

Niharika and Kristin are planning to get this going again. Niharika is meeting with VA YCC to get information. Eastern Collaborative YCC.

Energy Tech

Nothing to report

Environmental

Nothing to report

Polymer

Nothing to report

Education

Nothing to report

OLD BUSINESS

* Nothing to report

NEW BUSINESS

* Fu-mei Lin Memorial Gift: Passed a couple of weeks ago. Tabitha knows the family. Tabitha is envisioning a gift from ACS members (fundraising) – can send checks or Venmo. We think ACS can combine these funds to provide a check towards a scholarship in honor of Fu-mei. August Crucible and website for donations with the In Memoriam flyer.
* ACS Online Committee Preference Form: ACS has updated this from the “yellow book”. You do not have to request access from the Secretary any longer. It is now available for access to all ACS members – though there may be some technical difficulties. Deadline is before August. The Committee on Committees is responsible for this.
* Strategic Planning Retreat:
	+ Costs are the similar between both virtual (spread over 3 days) and in-person (1.5 days). Another option is hybrid: day 1 in-person and day 2 virtually. We think that fully virtual may not be best for brainstorming, socialization, etc. Hybrid may be helpful because the two days do not have to be consecutive, so we can have more time to mull over ideas. Module 1: Discussing stakeholder analysis, developing mission and vision statement. Module 2: environment, change drivers, developing SMART goals. Module 3: strategy development, assemble project plans. Module 4: Review project plans.
	+ Choosing a date may be easier if we do hybrid, but still would need to be scheduled. There is some September availability, and October is fairly free. Dates are included on the agenda. We will send out a Doodle poll to choose a few dates to offer to the Planner.
	+ Ask the Planning Committee: What is the spacing between the two sessions for a hybrid meeting?
* Make an email list for people who come to these meetings
	+ Give Kim the email you want included in this list or if you don’t want to be included

 MEETING ADJOURNED