**MEETING MINUTES December 15th, 2022, 5:30pm**

IN ATTENDANCE

Kim Woznack, Niharika Botcha, Alysia Mandato, Ed Zovinka, Fu-Tyan Lin, Haitao Liu, Ronghong Lin, Heather Juzwa, Samuel Leung, Rich Danchik, Kristin Nuzzio, Toby Chapman

**Approval of Agenda**: Rich moves, Fu-Tyan seconds

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

CHAIR’S REPORT

* **Annual Report**: Due February 15, but Kim is working on it now.
* **Strategic Planning Retreat:** Review of our vision statement, mission statement, and goals for the next few years. Motion to approve by Toby and seconded by Haitao. Vision and mission statements will be on our website shortly. Kim and Ronghong will also work on a summary of this retreat to be published in the January Crucible.
* **Topical Group Expectations:** During our SPR, we talked about our topical groups and how we would like to regain activity from these groups. What are our expectations for volunteers to lead these groups? We could define these as description of role, deliverables, time commitment, and resources available. Alysia and Niharika are taking the “Engaging and Motivating Volunteers” course at the Leadership Institute which focuses on this a little. Maybe impose terms for these topical group leaders, required meetings annually, required 1-2 activities. We can measure these requirements annually in the annual report. Kim will work with Ed on these transitions. Maybe brand it as specific, smaller initiatives (ad-hoc team for shorter periods of time) to lower the commitment barrier.
* **Funding Requests:** Duquesne University ACS Student Affiliates has an Undergraduate Symposium on April 15. We have supported it in the past, and we give about $1000-1500 for refreshments. Carnegie Mellon University Graduate Student Organization is planning a symposium at 2023 Fall ACS National Meeting. They ask for $500-3000 to support travel awards, coffee break, or post-symposium reception. Could we ask to have a representative from Pittsburgh ACS at this symposium? Could they use the funds to send some Pittsburgh students to the conference? We can ask if they’d like to attend one of our meetings or the kickoff meeting to give a proposal.
	+ The executive committee agreed to fund the Duquesne Symposium like we have in the past, but we would like to discuss the CMU proposal more.
* **Kickoff Meeting:** January 16 at 6 PM at Jaden’s Catering (Monroeville). Information can be sent directly to active executive committee members by email. We can reach out to less active members via direct email to the membership with Google Form.
	+ Google Form can close after we reach a certain number with a deadline of 12/19.
	+ Send Form to executive committee first, then a few days later, send to entire membership.

TREASURER’S REPORT

* Matt sent an email including the Treasurer’s Report. Our current balance is $129,210.19.

COUNCILOR’S REPORT

* The next meeting is in Indianapolis in March 2023. Haitao, Rich, Kristin, and Kim will probably all attend in person.

COMMITTEE REPORTS

Nominating

Election is concluded. Results were published in the December Crucible.

PGH & DS Award

Tuesday, February 7 is the Awards Dinner at the Grand Concourse. The PGH award was awarded to Dennis Simpson, and the DS award was awarded to Matt Price.

Financial

Baird Balance: \_\_\_\_\_

Project SEED

Nothing to report

Prof Relations/Employment

Nothing to report

Chemistry Olympiad

Kevin is working on it.

Strategic Planning

See Chair’s Report

CERM 2024

CERM documents are with the regional planning group now (MMA and MOU) First committee meeting will be in January. Last week of October 2024 is the plan.

Crucible

Nothing to report

On the Road

Nothing to report

CCEW

Nothing to report

NCW & SciTech Days

Evonne sent a proposal for funding from the CSC and has met with them. They are asking for $10,000 for NCW and $5000 for SciTech Days. She will share more details at the next meeting in January.

Travel Grants

We had seven applicants, and two have already been accepted. We agreed to fund everyone, but they don’t get their notification of acceptance until January.

GROUP REPORTS

WCC

Nothing to report

YCC

Nothing to report

Energy Tech

Nothing to report

Education

Nothing to report

Environmental

The first meeting was in November. Two volunteers from PPG, one from Covestro, one from NETL. There is a meeting with a Smog and Pollution group tonight!

Polymer

Nothing to report

OLD BUSINESS

* Great job to Kim as our Chair this year.

NEW BUSINESS

MEETING ADJOURNED

Kim moves