

## Executive Committee Meeting

**Date:** 10/16/2021

**Time:** 10:00-11:30 am

**Location:** *Held digitally using Zoom Meeting*

Zoom link: *Redacted*

**Attendees:** Duy Le, Denisia Popolan-Vaida, Darlene Slattery, Van Quach, Laura Sessions, Christopher Chouinard, Pavithra Pathirathna, DK Weerasinghe, Maria Robert

### Minutes:

- Approve Sept 2021 Minutes
  - Denisia made a motion, and Darlene seconded. All were in favor of approving the minutes.
- Update from Councilor (Darlene)
  - Suggested casting vote for National ACS election.
- Update from Treasurer (Van)
  - Other than a few reimbursements, no major changes to the budget.
- Update from Chair (Duy)
  - Two motions were passed;  
310 Lakeside was selected as the venue for the Annual Award Banquet. All non-guest attendees will pay \$25/person for a meal. The section will pay for the awardees and one guest (two guests for the high-school winner) for meals.
- Update from Chris
  - The planning committee (Chris, Titel, Darlene, and Michel) conducted site visits at three different properties in Orlando: Hyatt Regency, Double-Tree, and Wyndham. Hyatt and Wyndham were preferred as potential sites.
  - A meeting with the regional meeting representative was held, and it was proposed to proceed with the next step with the formal proposal with actual numbers, date, number of attendees, etc. The representative is preparing the required documents based on the previous numbers, and when the

documents are ready, those will be sent to the contacts in Hyatt and Wyndham.

- A discussion on the budget may be needed in the future.
  - A presentation will be given to updating the progress during the annual board meeting at SERMACS.
  - A meeting for the SERMACS planning committee will be held after the SERMACS conference to discuss any concerns.
- Travel Award (Darlene)
    - Two applications were received; one applicant was managed to get another source of funding; thus, the application was withdrawn. The other application was also withdrawn due to a conflict of the requirement.
  - National Chemistry Week event (Denisia)
    - The flyer was sent to Orlando Science Center (OSC), Orange County public schools, and was posted on the website and social media, including those from UCF's Chemistry Dept.
    - The OSC anticipates ~ 400 participants for self-guided experiments at Dr. Dare's lab during weekends; thus, both timed events (every hour) and demo experiments are planned for such a large crowd.
    - The UCF stock room will provide glassware and other major equipment.
    - The estimated budget is ~ \$350 for other supplies.
    - Although DK and his son made an effort to have a NASA scientist, it will not happen during this event because of the time restrictions.
    - Pavi and Nicole Lapeyrouse from UCF volunteered to take pictures during the event.
    - Darlene mentioned the estimated budget is reasonable, and even if it exceeds, it won't be a significant issue since this is one of the major events organized by the section. She made a motion to approve the estimated budget, Chris seconded it. All in favor of passing the motion.
  - Election / Nominating candidates (Denisia)
    - No nominations or self-nominations were received. Chris was contacted to continue as Chair-Elect, Pavi was contacted to continue as the Secretary, Van was contacted to continue as the Treasurer, and Laura was contacted to continue as Alternate Councilor. All accepted to continue these roles.

- Decision on voting method/service
  - Duy made a motion to use ElectionBuddy and pay \$89 to use it; Denisia seconded it. All in favor of using Electionbuddy.com for voting. Duy will Official voting will start on Oct 25th and will end on Nov 7th.
  - Duy will prepare the certification by Dec 1st, and Pavi will certify it and send it to ACS.
  
- Annual Award Banquet/ Status of preparations (Mainly from Darlene)
  - The deposit was made for 310 Lakeside; a total number of guest attendees needs to be provided. It was said that the parking garage is free on weekends.
  - She heard from three of the senior members that will be honored, and two mentioned that they are attending, one will not be attending. Two of them sent short paragraphs about their carriers.
  - It was found two of the other senior members have passed away since the time the list was received.
  - Only one nomination was received (high-school award), but she anticipates more to come. Several inquiries were received from schools asking whether those schools are eligible for these awards.
  - It was suggested to send nominations for students in the college (especially from the faculty).
  - One write-up was received from one of the early undergraduate award winners, hoping for more positive feedback from more award winners.
  - Duy mentioned that he contacted four other potential early award winners through LinkedIn, but two haven't replied yet; thus, Duy will follow up with them shortly.
  - Darlene will contact the one from Washington State and hoping to hear from him.
  - A presentation will be made with pictures and any write-ups that will be received.
  - DK suggested adding Darlene's name and Orlando Section in the subject that she is sending out to these winners.
  
- Next step of preparation
  - Darlene will contact several people (particularly DK since he is outside academia) to help review applications for the awards after the closing date.
  - The program will be made after awardees are sorted out.  
Name tags need to be made, and further discussion will be done during the next meeting.

- Student chapter seminar (Virtual)
  - A proposal was received with two potential speakers; Dr. Johnghyuck (University of Kentucky) and Dr. Olga Makhlynets (Syracuse University). \$125 with a \$125 matching fund was requested for an honorarium to the speaker.
  - Chris and Pavi suggested having the actual seminar during FIT's regular seminar hours (5-6 pm) and having the open discussion either from 4-5 pm or 6-7 pm depending on the speaker's availability to have a larger audience.
  - Chris and Darlene suggested possibly having it in the Spring semester because it is now closer to the end of the Fall semester.
  - Duy mentioned last time we offered them \$250 even though they requested only \$125.
  - Darlene mentioned that although giving them \$250 is not an issue, it is better to see them develop an additional fund-raising project.
  - Chris made a motion to approve the budget requested, given that a speaker is confirmed. Darlene seconded it. All favor in supporting the motion.
  
- Miscellany
  - Darlene reminded about the tradition of outgoing chair presenting the gavel to the incoming chair during this year's banquet.
  - Duy will send out a reminder email for reservation (four reservations were already received).
  - Maria introduced herself during the meeting and will continue to work with Michel.
  
- Meeting Adjourned at 11.00 AM.
  
- Next meeting: 10.00AM-11.30AM on **11/20/2021**