

Executive Committee Meeting

Date: 03/11/2023

Time: 9:00-10:30 am

Location: *To be held digitally using Zoom Meeting*

Attendees: Duy Le, Darlene Slattery, Pavithra Pathirathna, Nicole Lapeyrouse, Van Quach, Stephen Smith, D K Weerasinghe, Luke Roberson

Minutes:

- Approve minutes from February 2023 minutes.
 - Darlene made a motion to approve minutes, and Van seconded. All were in favor of approving the minutes.
- Update from Councilor (Darlene)
 - Student membership is falling, and she suggested encouraging membership to students by highlighting its values, including new things such as LinkedIn Learning.
 - She also suggested we need to ensure people are members when involved in an activity that increases the section's chances of getting the Chemluminary award.
 - DK suggested notifying the national ACS about students' tight budgets, and maybe the section could help their membership.
- Update from Treasurer (Van)
 - The following were paid;
 - Two student travel awards
 - Earth Day registration
 - Website registration
 - Received an email from National asking about our local section's due.
- Update from Chair (Nicole)
 - Suggested having a summer event (Baring the poster) with YCC to involve more students.
 - Pavi suggested offering discounts if a student wants to become a member during this event.
- Update from Laura (via email)
 - Three applicants were received for the travel award and wanted to know whether we should support all applicants.

- Darlene made the motion to support the third student going to national ACS, and Nicole seconded it. All in favor.
- Approve Budget
 - Darlene suggested removing the line item for "funds for OCTET effort" since it hasn't been used for a long time. She also suggested cleaning up the budget by having separate entries for the Award banquet, awards given during the banquet, miscellaneous awards, etc.
 - It was suggested to keep the same amount allocated for SERMACS.
 - Nicole will bring the updated budget for the next meeting.
- SERMAC update. *Please note that no decision regarding SERMAC will be made in our executive meeting. The update is meant to keep the executive committee members informed and let them know if help is needed.*
 - *Chris Chouinard (via email)*

The 'finalized' RFP was posted to Cvent by Brianne on Monday, 2/13 and should remain open until Monday, 3/13. At that point, Brianne will consolidate all bids for our discussion. Chris C. will make all of this available to everyone via Slack. Following any initial discussion/questions we might have, he will then propose a meeting (possibly as early as the week of March 26) to narrow down the list and potentially schedule in-person walk-throughs at candidate venue. If/when we decide on a top choice(s), he will schedule a meeting with Brianne to discuss contract logistics.
 - *Van mentioned that Chris Avery had suggested having one from the local section be the second signer on the credit card, and Nicole is willing to be that second signer.*
- Miscellaneous
 - Luke is now serving as a member of the local section's activity committee and is working on building a resource toolbox for the national level and helping build international chapters into local sections. He welcomed any tools chairs would like to see accessing the national ACS.

Nicole will put Mill and Luke in contact.
- Meeting adjourned at 9. 50 AM.
- Next meeting: 9.00AM-10.30AM on **04/08/2023**