

## Executive Committee Meeting

**Date:** 09/09/2023

**Time:** 9:00-10:30 am

**Location:** *To be held digitally using Zoom Meeting*

**Attendees:** Van Quach, Darlene Slattery, Stephen Smith, D K Weerasinghe, Laura Sessions, Pavithra Pathirathna, Mill, Nicole Lapeyrouse, Duy Le, Chris Avery, Chris Chouinard, Michel Johnson, Anna Grim, Layla Artur, Deborah Bromfield Lee

### Minutes:

- Approve minutes from August 2023 minutes.
  - Darlene made a motion to approve minutes, and Van seconded. All were in favor of approving minutes.
- FAME (Deborah Bromfield Lee)
  - ACS, Florida section was looking at whether the Orlando section is willing to provide sponsorship and whether someone is willing to participate in organizing the FAME conference.
- SERMAC update (Chris Chouinard). *Please note that no decision regarding SERMAC will be made in our executive meeting. The update is meant to inform the executive committee members and let them know if help is needed.*
  - Darlene and Nicole mentioned that Double Tree by SeaWorld had a lot of positives.
  - Darlene suggested sharing the virtual video with Titel to give him a better idea about the meeting space.
  - Laura pointed to waiting about a month to visit the other two hotels before finalizing the location.
  - Chris Avery met SERMACS board members at the ACS National meeting and received suggestions about the financial aspects of the meeting.

- Based on the historical data, the most significant contribution to fundraising comes from registration; the baseline attendance to target is around 1,500 attendees, and since this is a joint meeting, there's a high chance to increase attendance, so making the program appealing to the attendees is the key to success.
  - Look for internal funding sources, such as reaching out to ACS governance committees and ACS divisions, before contacting external sources.
  - Increase the registration cost; look for the registration fee for the Atlanta meeting and add an extra for every category.
- Chris C will contact Brianne to initiate the MOU.
- Update from Councilor (Darlene)
  - Encouraged everyone to vote for the national president.
  - An email will be coming to vote for a change in the ACS Constitution to allow the addition of an international Director to the board of directors. Because this requires an amendment to the ACS Constitution, 2/3 of voting members must approve it, It was encouraged to participate in that vote.
- Update from Treasurer (Van)
  - Revenues:
    - Member commission
    - Member dues
    - Total revenue
  - Expenditure:
    - Councilor travel to National ACS
    - New checks
    - Chemluminary poster printing
    - NCW Magazines for libraries
    - Postage
- Award banquet
  - Nicole suggested having a Google form set to record information.
  - Laura suggested Dec 2 as a potential date for the banquet.
  - Nicole suggested contacting the membership a week before announcing the nominations asking for volunteers to participate in the award committee.
- Bylaw changes

- Amy Yam (staff liaison from the Constitution & Bylaws Documents) will be updating our bylaws to fit the current template that's been used.
- Two things that Darlene highlighted:
  - Bylaw 5, section 3 says "the councilors or alternate councilors," so there's no need to update the bylaws to indicate the section has two alternate councilors.
  - Bylaw 4 Section 4 says, "the student members may not hold elective positions....etc.; however, the national bylaws have been changed to allow it to happen, and it's possible to change ours to reflect this new change. It was decided not to change ours.
- NCW
  - It was decided to continue with the poem contest.
  - It was suggested to make safety goggles available for all the demonstrators and attendees at the NCW event. Nicole will ask Densia to contact the Orlando Science Center to see whether they have enough safety glasses available to be used.
  - Darlene made a motion to allocate funding for the NCW event and for buying T-shirts, with the remainder to be used for the following year. Nicole seconded the motion. All in favor of approving the minute.
- Election (Stephen)
  - Van, Pavi, and Laura agreed to run for elections again, still seeking candidates for Chair and Chair-elect.
- YCC update
  - *Nicole will forward the contact of a UCF student who is interested in joining/chairing YCC to Mill.*
- Miscellaneous
  - Anna Grim and Leyla Artur from FIT's ACS student section introduced themselves and expressed their willingness to participate in more events.
- Meeting adjourned at 11.05 AM.