

**Executive Committee Meeting****Date:** 01/13/2024**Time:** 9:30-10:30 am**Location:** *To be held digitally using Zoom Meeting*

**Attendees:** Van Quach, Darlene Slattery, Stephen Smith, D K Weerasinghe, Laura Sessions, Pavithra Pathirathna, Nicole Lapeyrouse, Michel Johnson, Denisia Polan-Vaida, Brian Mosby

**Minutes:**

- Approve minutes from November 2023 minutes.
  - Darlene made a motion to approve minutes, and Nicole seconded. All were in favor of approving minutes.
- Update from Councilor (Darlene)
  - Will be attending the councilors' meeting in New Orleans in March.
  - Will be attending the Leadership conference in Atlanta in January.
- Update from Councilor (Laura)
  - Planning to attend the councilors' meeting in New Orleans and waiting for more information to come.
- Update from Treasurer (Van)
  - Total expenditures:
    - Election buddy
    - Awards
    - Pizza party for volunteers
    - Banquet
    - Supplies for banquet
  - Credit:
    - Payment for banquet
    - T-shirt
    - Donation for travel

- LI stipend
  - The 2023 Ledger is uploaded to Google Drive.
  - Van made a motion to add Stephen to the Bank of America account and remove Nicole from it. Darlene seconded, all in favor.
  - Van will reach out to other local sections to ask for donations for the Avogadro Award.
  - He also mentioned that the section will cover Brian's travel expenses to attend the Leadership conference.
- FAME sponsorship
  - Nicole will reach out to the FAME coordinator about our donation.
- Proposed budget 2024
  - Stephen will bring the proposed budget to the next meeting.
- Annual Report
  - Nicole mentioned that she submitted CCEW work for the ChemLuminary awards. She plans to submit one for NCW work, emphasizing that some experiments were demonstrated using both English and Spanish. Additionally, she plans to submit an entry celebrating senior chemists during our summer social events.
  - Nicole proposed that our membership would benefit from holding some of our activities, such as banquets, outside the central Orlando area.
- Awards
  - Laura recommended establishing more structured criteria for travel awards and advocated for promoting the opportunity to a wider audience within the community to ensure a more diverse pool of awardees.
  - DK proposed putting extra effort into soliciting applications from high school students for awards.
  - Darlene expressed her willingness to collaborate with Laura, particularly focusing on the high school category, if Laura takes on the role of award chair again this year.
  - Nicole suggested implementing a deadline for submitting award applications and suggested offering an award specifically for students from institutes without active research programs. This would enable students from such institutes to participate in STEM conferences and gain valuable experience.

- Denisia proposed splitting the funds for each conference separately, considering that national and local conferences have different deadlines.
- Miscellaneous
  - Darlene suggested discussing by-laws during our next meeting.
  - Michel proposed holding a separate discussion to review how we are adhering to the strategic plan and determine if any amendments are necessary.
- Meeting adjourned at 10. 40 AM.