



Richland Section Executive Committee Meeting
Wednesday, 01/09/2019, 6:06 PM at BSEL 202 WSU Tri City Campus

01/09/2019
Start: 6:06 pm

Attendance: Kristin Omberg, Sandy Fiskum, Deepika Malhotra, Shirmir Branch, Megan Nims, Dave Hildebrandt (online), Ram Devanathan (online), Anna Cavinato (online), Steve Krogsrud, Mariefel Olarte

1. Meeting minutes, Mariefel – Approval of minutes for November and December meetings have been postponed until next meeting.
2. Richland Section Treasurer's Report, Sandy/Deepika – closing statement for 2018 has a December 31st interest of \$7.11 that was sent to savings account. The financial form of the annual report has been approved by Kristin and Anna. Phil Koetch has agreed to audit the treasurer's book. Deepika will deliver the books to Phil. The 2019 Executive Committee need to present the letter indicating the transfer of signature authority to Banner Bank. Received \$250 from ACS national for early bird registration for 2019 ACS Leadership Institute.
3. NORM2018 Treasurer's Report Sandy submitted the IRS 1096 and 1099-MISC forms. Final payment to Sharon Betterton for NORM 2018 is still pending direction from Janet regarding website closeout. Two checks are still pending to the NOR board: one in the amount of \$3000 issued June 2018 (not negotiated), and another to be issued for 20% of profits from NORM 2018 (per regional by-laws). The address of the NOR board treasurer will be sent to Sandy. Received \$3000 from the City of Richland. The funds were deposited directly into the Richland Section account in January 2019 but are to be accounted for in the NORM budget.
4. 2019 Budget, Steve/Sandy – The 2019 budget has been approved to be sent out with the next newsletter. An electronic link will be sent out to the section to allow for voting on the budget. Per the section by-laws, voting will close three weeks after budget is released in the newsletter. Kristin will use a survey monkey link to distribute the voting link.
5. Innovative Project Grant (IPG), Kristin/Vanda – Vanda is organizing an event at EMSL to close out the current IPG grant so that a new application can be submitted by the deadline (Jan 14th). Vanda has requested an extension to submit the final report. Kristin has asked her to send the final report by Jan 31st. Kristin will send out a draft for this year's application highlighting the organization of a government affairs committee.
6. 2019 committee chairs, Kristin – Sandy will be the Program Chair as part of her duties as section Chair-elect. Janet will remain the Bylaws Chair. Janet will co-chair the Awards Chair with the Ram as part of his duties as the immediate past section Chair. Megan will remain the WCC Chair. The NOR Board Chair position will move from Sam Bryan to Ram. Kristin will reach out to Sam to notify him of this transition. Anna will continue as Diversity Chair. Anna will co-chair the National Chemistry Week position with Shirmir. Tim Hubler, Frannie Smith, and Susan Asmussen will co-chair the Education Chair position. Deepika will serve as the Membership Chair. Ram will serve as the Nominations Chair. Steve will continue as Public Relations Chair. Alice Xu will continue as Newsletter Chair. Kristin will reach out to Carey Seidel to confirm his interest to continue as Historian. Matthew Monroe will continue as the Webmaster. Janet has suggested that a development

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team be organized for the redesign of the Section website. Mariefel will serve as the Earth Day coordinator.

7. Local section Fellow nominations, Kristin – The section can nominate one person for LS Fellow. Nominations are due April 1st. Janet and Ram will begin preparing for nominations in February.
8. Mid-Columbia Science Fair, Kristin – Kristin has reached out to Jeff Brown, the fair organizer, regarding the local section involvement. The fair will take place on March 14 – 16, 2019; judging will be on the 14th and awards will be on the 16th. The Section will donate a \$325 grant to the fair, plus two \$50 awards that will be given in Karen Grant's name. Kristin, as Chair, will present the awards at the awards ceremony. Dave will be working with David Gothall (PNNL) to coordinate judges. The call for volunteers is to be released in the next newsletter.
9. Leadership Institute, Kristin – Sandy will be attending the Leadership Institute. Janet has proposed we raise an issue with support for electronic voting at the institute.
10. 2019 calendar for standing activities, Kristin – We will continue to meet on the second Wednesday of every month. Kristin will inquire about continuing to meet in BSEL 202. Janet has recommended a 12-month calendar be listed on the section website to be populated with standing activities (science fair, regional/national meetings, girls in science, etc.), as well as being updated as new activities occur.
11. Location section activity survey, Kristin – The activity survey received 16 respondents. Top votes included: Coyote Canyon Mammoth Day and Lamb Weston potato plant. Kristin will inquire for tours at Lamb Weston. Other suggestions included: Walula paper mill, vitrification plant, Darigold, Walter Clore Wine Center, Boardman coal plant, and Sandvik Special Metals plant in Finley.
12. Committee Updates –
 - a. The WCC is finishing plans for the Expanding Your Horizons Conference on Feb 9, 2019. The WCC is planning a Hanford History series in March 2019. The first event on 01 March 2019 will feature talks from Cal Delegard and Michele Gerber at the REACH on the history of Hanford. WCC is confirming with the REACH about admission fees for attendees. The second event will feature the Daughters of Hanford, with plans to be held at WSU. Sandy has suggested reaching out ANS, AIChE, and HPS to co-host the event. WCC is currently working with SPARK at PNNL to promote these events. Mariefel has two cases of water to serve at the event. The announcements for these events will be included in the newsletter.
 - b. Deepika has asked for suggestions to involve the community in section events. Kristin has suggested involving community members in advocacy training (to be sponsored under the IP grant) by advertising in public places. Mariefel has suggested reaching out to high school and college students.
 - c. Steve has been working on locating Gale Groom. He may have found her daughter in Massachusetts, as well as a street address for Gale. He has sent letters to both addresses and is waiting for a response.

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- d. ACS has a Program-in-a-box on 23 Feb 2019. Steve has reached out the Big Ben Community College to gauge their interest in hosting a program. Anna has suggested that the local section order the box and have delivered to Big Ben.
 - e. EOU chem club will hold a Saturday Science event on 09 Feb 2019 with Treasure Valley Community College. Anna has sent a flyer detailing this event to Kristin. EOU will host another Saturday Science in April at the Umatilla Reservation. These events can be sponsored partially with the funds highlighted in the budget item for the Diversity Affairs Committee.
 - f. Janet has an update from the NOR Board: the NORM 2019 meeting will be in at Portland State University. The meeting will be 16 – 19 June 2019.
 - g. The 2018 annual report is due 15 Feb 2019. Organizers for each activity held in 2018 need to submit reports to Ram, Anna, or Janet, who will then determine which events will be nominated for ChemLuminary awards.
13. Strategic planning retreat, Kristin – The retreat is scheduled for 13 – 14 April 2019. A section membership survey will be developed. Those who are interested in attending should reach out to Kristin. A venue is also needed for this event. The event will consist of about 12 – 15 people. The space will need to accommodate post-its and easel materials. Mariefel has reached out to the Richland Community Center. The Center is currently closed for renovations. WSU was recommended as a venue. Sandy will inquire about food options. Mariefel will look into organizing rooms at BSEL.
14. Janet's retirement party, Janet – Janet's less formal retirement party will be held on Thursday, 31 Jan 2019, 4:00 – 6:30 pm at Joker's event center inside Atomic Bowling Lanes on Wellsian Way. The official retirement party will be held at BSF/CSF atrium 18 Jan 2019, 1:00 – 2:00 pm.

Meeting adjourned:
7:24 pm



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**ACS Richland Section
Treasurer's Report**

January 9, 2019
Closing for Calendar Year 2018

Activities

Submitted Annual Report to ACS for 2018, Anna approved. Pending Kristin's review.

Starting Balance

Savings	\$18,899.73
Checking	\$14,320.48

Receipts

From	Amount	Budget Category	Date	Directed to:
Savings account at Banner Bank	\$7.11	8	2018-12-31	Savings

Total receipts this period	\$7.11
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Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
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Total spent this period	\$0.00
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Ending Balance

Savings	\$18,906.84
Checking	\$14,320.48



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**ACS Richland Section
 Treasurer's Report**

January 9, 2019

Activities

The \$3000 check from City of Richland is the first payment into Richland Section account from NORM2018.
 Pending: meeting with Banner Bank and transfer of checking account control to Deepika

Starting Balance

Savings	\$18,906.84
Checking	\$14,320.48

Receipts

From	Amount	Budget Category	Date	Directed to:
ACS/Early bird registration discount	\$250.00	11b	2019-01-05	Checking
City of Richland for NORM2018	\$3,000.00	11c	2019-01-02	Checking
Total receipts this period				
	\$3,250.00			

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
Total spent this period				
	\$0.00			

Ending Balance

Savings	\$18,906.84
Checking	\$17,570.48



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ACS NORM 2018
Treasurer's Report

January 9, 2019

Activities and Notes

I submitted the IRS forms 1096 and 1099-MISC (for payments to S Betterton)
Pending: final payment to S Betterton for website closeout activities so that I can close out the books.
The \$3000 check written in June to the NOR Board is still not negotiated.
Pending: final payment to NOR Board, closing account.

Starting Balance

Savings \$100.00
Checking \$32,354.88

Receipts

From	Amount	Budget Category	Date	Directed to:
City of Richland	\$3,000.00		2018-12-22	ACS Richland Section checking account--check was made payable to the Richland Section, not NORM2018.

Total receipts this period \$3,000.00

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
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Total spent this period \$0.00

Ending Balance

Savings \$100.00
Checking \$32,354.88