



Richland Section Executive Committee Meeting
Wednesday, 03/13/2019, 6:05 PM, BSEL 202

03/13/2019

Start: 6:05 pm

Attendance: Sandy Fiskum, Shirmir Branch, Mariefel Olarte, Deepika Malhotra, Dave Heldebrant (online), Janet Bryant (online), Megan Nims (online)

1. Meeting minutes, Branch – Pending quorum, the February 2019 minutes will be accepted as reviewed.
2. Richland Section Treasurer's Report, Malhotra – Starting balance in the savings account is \$18,906.84. There is no change in the savings account this month. Starting balance in the checking account is \$17,381.48. Expenses include one check written to Sandy Fiskum in the amount of \$613.54 as reimbursement for attending the ACS Leadership Institute. Ending balance in the checking account is \$16,767.94. Three checks are pending: to Megan Nims (\$100.00) for Expanding Your Horizons Tri-Cities; to Visual Verve Design and Print (\$225.00) for newsletter design; to the Mid-Columbia Science Fair Association (\$325.00) as a donation. Janet moves that the March 13th report be accepted pending additional email votes; Sandy seconds. Motion carries unanimously. An invoice was received by ACS regarding the Leadership Institute. Invoice included an additional charge for an extra night to enable Sandy to attend the activities on the first day of training. Sandy offered to cover the charge personally. Janet commented that the extra charge is an appropriate expense for the Local Section (LS) to cover. Janet moves that the Section covers Sandy's expenses; Dave seconds. Motion carries unanimously.
3. 2019 Budget election results, Fiskum – The budget has been approved, which allows the Section to issue checks per budget guidelines. Sandy recommended that Steve Krogsrud clarify in future newsletters that anyone in the Section is welcome to attend meetings and help organize events (this in response to comments received from the budget voters) regarding planned expenses in the budget.
4. NORM 2018 Treasurer's report, Fiskum – The \$3000.00 check written to the NOR Board in June 2018 has been negotiated. This check was for reimbursement of a loan from the NOR Board for NORM activities. The NOR Board now wants 20% of proceeds, which amounts to ~\$6471. Sandy proposed that the check be written despite not having the final payment for Sharon Betterton to close the website. Janet estimates that total expense to Sharon will be \$200. After paying 20% to the NOR Board, the total income for NORM 2018 is ~\$25,884. Sandy will write check for 20% of NORM 2018 income (after deducting expense to Sharon) and send to NOR Board treasurer. Sandy will email NOR Board treasurer and ACS meeting planner to notify them that the check is on the way and the requirement of the LS is made.
5. Mid-Columbia Science Fair judging, Heldebrant – Judging will take place on Thursday 14 March 2019 at the Columbia Center Mall in Kennewick. Dave is expecting volunteer attendance consistent with previous years. There are two scales of judging: middle school (grades 6 – 8), high school (9 – 12). Section will award 1 outstanding chemistry award for each scale. A coffee and pastry social will be held from 8:00 – 8:30 am at the Starbucks in the food court. Judging begins promptly at 9:00 am. Dave will coordinate with volunteers to judge on behalf of the Section. Judges will drop off judging forms to Brenda Pangburn (located near the Macy's) at the judging location. Dave will collect forms and tabulate the winners. Janet mentioned that the certificates to be given out to the award winners

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are to be named in honor of Karen Grant. It has not yet been agreed on what the title would be. Sandy challenged Steve to get them printed but had not yet received a response. Dave volunteered to get the awards printed with the name “Karen Grant Memorial Award.” The certificates, along with international year of the periodic table (IYPT) calendars and \$50 award checks, will be presented to the winners by Kristin Omberg. Janet has requested that Dave prepare a 1-page report for the Section’s annual report with pictures, highlighting that the Section had new volunteers. The awards ceremony will be Saturday 16 March from 1:00 – 3:00 pm at Chief Joseph Middle School.

6. Website/Social media presence, Bryant – Ram Devanathan is taking charge of this effort along with Steve and Janet. Ram has been working with the national committee on recommendations for redesign of the Richland Section website. Janet has spoken with Kristin to update the website to include an annual calendar. An email is being drafted to the Section requesting volunteers to serve on a task force for updating website and boosting the Section’s social media presence. Janet is working with ACS Headquarters about providing guidelines for branding to local sections.
7. Program-in-a-Box (PIB), Olarte – Mariefel with professors at WSU organized the PIB event. Event was held on Thursday, 28 Feb 2019. Ten students attended: 5 from CBC and 5 graduate students. High school students were not able to attend since schools were closed due to inclement weather. The PIB theme focused on the international year of the periodic table (IYPT). Mariefel is drafting a report to send to Steve for the newsletter as well as to be included in the annual report.
8. Saturday Science, Fiskum (on behalf of Anna Cavinato) – Saturday Science event was held on 09 March 2019. There were 44 students in attendance, 7 of whom were boy scouts who were able to complete their chemistry merit badge. Resources were provided by the National Informal STEM Education (NISE) Network through the ACS grant. Eastern Oregon University also hosted a technology fair on 07 March 2017. Ninety high school students were in attendance. The NISE outreach coordinator has reached out to Anna to write an article for their newsletter on how EOU has utilized the NISE kits. Anna plans to draft the article in the spring/summer.
9. STEAM at Leona Libby, Fiskum – The event, originally planned for Thursday, 28 Feb 2019, had to be rescheduled due to inclement weather. The event will now take place on Thursday 28 March 2019. Sandy, Kristin, and Shirmir will host a table.
10. Strategic planning retreat (SPR), Fiskum – Sandy has sent a draft menu/budget to the Executive Committee. Catering estimates were received from CG Public House and Pacific Pasta and Grill. Discussions indicate that budget is reasonable. Dave may not be able to attend the SPR due to scheduling conflicts but will leave materials with someone if he is not able to attend. Deepika may not be able to attend pending maternity leave. Anyone with dietary concerns should reach out to Sandy. Mariefel and Shirmir will bring some supplies (water, utensils, etc.) from previous events. Mariefel has mentioned that flip charts need to be acquired for the event. Sandy will work with Kristin to acquire those. Janet has mentioned that the Section should have plans to host the retreat facilitators for dinner on the Friday before they arrive. Sandy clarified that Kristin sent an email asking for volunteers to attend dinner on Friday and Saturday night and brunch on Sunday afternoon. Sandy will ask Kristin to resend invitation. Currently Steve, Frannie, Ram are not attending SPR. Dave’s and Deepika’s attendance are tentative. If there are suggestions for others to attend, please reach out to Kristin.

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11. Darigold tour, Olarte – Mariefel has placed a request to her contact for a weekend visit. The contact will need to get approval from her director due to change in leadership. Mariefel also gave an expected party of 20 – 30 people. The contact responded that the group may need to be smaller. Expected activities included observing production lines, cheese making equipment. Per Sandy's request, Mariefel will ask if the group would be able to meet with a chemist.
12. Speaker Bureau, Fiskum – Sandy has been registered to view the online speaker directory and is now able to look through the list of speakers.
13. BSEL pull station, Olarte – Mariefel has identified the locations of the BSEL pull station, first aid kit and AED in case of emergency. Further discussions will be postponed until a quorum is met.
14. Volunteer of the Year Award, Fiskum/Olarte – Mariefel has been recognized as a 2019 ACS volunteer of the year award in the 04 March 2019 issue of Chemical & Engineering News (C&EN) magazine. She received a letter of congratulations, a certificate, a plaque and spiral notebooks.
15. Geezerfest, Fiskum – Sandy has suggested we begin to look for locations in order secure an event location. She will attempt to reserve the large room at the Richland Community Center for November. Other options for a venue include a winery, the REACH, or other banquet room at hotels/restaurants.
16. Earth week activities, Olarte – Anna will order materials for Earth Day activities. Materials will be split between EOU and Richland for their respective Earth Day activities. Richland activities will include a booth at the 3rd Annual Celebration of Science hosted by Three River Science. Mariefel has submitted a booth request form. According to the form, the Three River Science is requiring from each organization: 1) a valid City of Richland business license (or acquire a temporary license prior to event for \$10), 2) liability insurance to cover activities at the booth, 3) a \$25 fee to be given to Three River Science by 20 April 2019. Mariefel will acquire temporary business license from the City of Richland. Event will take place at Howard Amon Park near the Fingernail on Saturday, 20 April 2019 from 11:00 am – 2:00 pm. Volunteers are needed. Sandy has volunteered to help at the booth. Proposed activities are to be in line with the ACS CCEW theme, chemistry of paper.
17. Committees
 - a. Program, Fiskum – Nothing to report.
 - b. Awards, Bryant – Northwest Regional Award deadlines are approaching. The Stanley Israel award for diversity outreach has past. E. Ann Nalley award for volunteer service is open for nomination until 01 April 2019. Janet expects the deadline to be extended to the deadline to 15 April 2019 due to timing of the National Meeting. The P3 award nominations are open. This will be the last year this award is available. The high school teaching award nominations are open. Janet wants our Section to put forth a nomination. Without three nominations, the award can not be given. The LS Fellows nomination is due 01 April 2019. The LS can put forth one Fellow nomination per councilor. Janet is working with Ram, Dave, and Sam Bryan. There are currently four individuals named for consideration: Ram, Dave, Anne Chaka, and Erick Hoppe.

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- c. Bylaws, Bryant – Janet and Ram will begin working on bylaws after the National Meeting Fellow nominations. They plan to have the updated bylaws into the Committee on Constitution & Bylaws in time for consideration during this year's National Fall Meeting.
- d. WCC, Nims – The first event in the Women's History Month Hanford History Series featured a Hanford History talk on Friday, 01 March 2019 at the REACH museum. There were two talks by Dr. Michele Gerber and Cal Delegard regarding the history of Hanford operations and plutonium separations. There were about 35 people in attendance. The event was followed by a reception and time for visitors to explore the REACH. The second event will be held on Thursday, 21 March 2019 at 5:00 pm at WSU Tri-Cities in the East Auditorium. This event will feature the current and past contributions of women to Hanford. Anna King will give a presentation on her Daughters of Hanford project, followed by a panel with three of the Daughters. This event partners with WSU Tri-Cities and WSU Women in STEM program. Anna King designed a press release that was featured on Northwest Public Radio. The Expanding Your Horizons conference is being rescheduled for either 04 or 11 May 2019. The EYH planning committee is currently looking for a venue.
- e. NOR Board, Bryant – At Kristin's recommendation, Ram has accepted to be the formal Richland representative to the NOR Board of Directors. Janet will continue to serve as chair of the NOR Board. Sam Bryan will continue to offer his support. The Section thanks Sam for his service. Ram has decided to run for consideration as NOR Board treasurer when the position opens in June.
- f. Diversity, Cavinato – n/a due to Anna's absence
- g. NCW, Cavinato – n/a due to Anna's absence
- h. Education, Smith/Asmussen/Hubler – Janet will send Tim Hubler's contact information to Sandy, Kristin, and Anna.
- i. Membership, Malhotra – The Section needs to be more proactive with connecting with members. Examples include events announcements, and social media and website maintenance. Sandy has suggested putting out name tags or a sign-in sheets at events. Janet has suggested sending welcome/farewell letters to incoming/outcoming members. Janet has the action to send an email connecting Deepika with Headquarters to acquire the template for these letters. Shirmir also mentioned that the website shows PowerPoint presentations with templates for awards, with no link to download the templates. Shirmir has the action to email Janet about reaching out to Headquarters to make these templates available.
- j. Nominations, Devanathan – n/a due to Ram's absence
- k. Public Relations, Krogsrud – n/a due to Steve's absence

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18. Additional comments

- a. Dave, Janet, and Anna will be attending the Spring National Meeting. Dave will be serving as a technical division chair. Janet will be serving as the sub-committee chair of the Divisional Activities Committee.
- b. Vanda's Innovative Projects Grant (IPG) has been closed. Kristin's IPG for governance affairs has been submitted. Frannie's IPG for technology equipment has not yet been spent. Dave will follow up with Frannie on Friday, 14 March 2019. Sandy has suggested purchasing a microphone puck for meetings
- c. Shirmir received Ram's Past Chair pin. She suggested sending it to him through PNNL mail. Sandy recommended presenting it to him at the March 21st WCC event. The NORM 2019 publicity chair has sent flyers to help promote the event. They will be put out at future events prior to NORM 2019. Janet mentioned that the Division of Business Development & Management will be organizing a Bill talk during NORM 2019. Allison Campbell will be giving the talk; Janet has the flyers to give out. Nicholas Castilleja (6th grade teacher) is asking for volunteers to judge a science fair at Robert Frost Elementary on 17 April 2019 from 5:30 – 6:45 pm.
- d. Sandy moves to close the meeting; Shirmir seconds. Motion carries unanimously.

Meeting adjourned:
7:25 pm



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ACS NORM 2018
Treasurer's Report

March 13, 2019

Activities and Notes

The \$3000 check written in June to the NOR Board has been negotiated!

Pending: final payment to S Betterton for website closeout activities so that I can close out the books.

Pending: final payment to NOR Board, closing account.

Propose: remit 20% of proceeds to NOR Board (\$6471) and close the account transferring the remaining funds of \$25,884 to the LS account. Any last expenses for S Betterton to come from the LS account.

Starting Balance

Savings	\$100.00
Checking	\$32,354.88

Receipts

From	Amount	Budget Category	Date	Directed to:
<hr/>				
<hr/>				
Total receipts this period	\$0.00			

Expenses

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

Ending Balance

Savings	\$100.00
Checking	\$32,354.88



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ACS Richland Section
Treasurer's Report

March 13, 2019

Activities

Pending Check 1281 Expanding Your Horizons Tri-Cities for Megan Nims 21o: \$100
Pending Check 1282 Visual Verve Design and Print 16a: \$225
Pending Check 1283 MCSF Association 21e: \$325

Starting Balance

Savings \$18,906.84
Checking \$17,381.48

Receipts

From	Amount	Budget Category	Date	Directed to:
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Total receipts this period \$0.00

Expenses

To (date billed)	Amount	Budget Category	Date Paid	Description; check number
Leadership Training	\$613.54	20	2019-02-28	Sandra Fiskum, 1280

Total spent this period \$613.54

Ending Balance

Savings \$18,906.84
Checking \$16,767.94