



Midland Section ACS Board Meeting

January 6, 2020

Agenda



Time	Topic	Presenter
7:00	Call to Order, Approve Minutes (December)	Mark Jones
7:05	Chair Updates	Mark Jones
7:15	Treasurer Update	Lauren McCullough
7:20	Discussion and Selection of Auditors	Regina Malczewski
7:30	Discussion and Selection of Exec Committee	All
7:35	Discussion of Section Goals for 2020	All
7:45	Other Items (Fellow Nominations, Forms/reports, Grants, PittCon)	Diana Deese and Amanda Palumbo
7:50	Annual Picture	All
8:00	Adjourn	All

General Funds	Responsible Party -Committee Chair	2019 Budgeted	2020 Budgeted	Purposed changes to Committees 2019 Budget
Executive		\$2,000.00	\$2,000.00	same
Awards	Chair -Diana Deese	\$5,000.00	\$5,000.00	same
Councilor Travel		\$10,000.00	\$5,000.00	decrease-lost 1 councilor
Historian	Chair -Wendell Dilling	\$500.00	\$500.00	same
Nominations & Elections	Chair -Michelle Cummings	\$100.00	\$200.00	increase- survey money cost has increased
Publicity/Website	Web Chair-Michael Malczewski	\$500.00	\$500.00	same
Strategic Planning		\$2,500.00	\$2,500.00	decrease
Diversity and Multicultural	Chair -no chair	\$500.00	\$500.00	same
Fall Scientific Meeting	Chair -TBD	\$5,000.00	\$5,000.00	same
MMTG	Chair -Jeff Anderson	\$2,000.00	\$2,500.00	increase- to cover cost of Leadership training for chair-elect
Professionals Day at Fair	Chair -Michelle Rivard	\$750.00	\$750.00	same
Program	Chair -Robbyn Prange	\$2,000.00	\$2,000.00	same
SCC/ silver circle	Chair -Gretchen Kohl	\$500.00	\$500.00	same
Student Members	Chair -Dale LeCaptain	\$500.00	\$500.00	same
Volunteer Apperication Dinn	Chair- Current chair of ACS (Mark Jones)	\$1,000.00	\$1,000.00	same
WCC	Chair -Lauren McCullough	\$0.00	\$2,000.00	increase- Skills beyond & Leadership Training
Younger Chemist Committee	Chair -Andre Yvon Bessette	\$500.00	\$1,000.00	increase- cover more activities for 2020
Outreach -NonGrant Funding				
Chemistry Olympiad	Chair -Michael Tulchinsky	\$600.00	\$700.00	increase- to cover cost of banquet seats
CCEW/NCW	Chair -Dave Stickles/Michelle Rivard	\$2,500.00	\$5,500.00	increase -bringing back Sci-Fest (may be grant funded)
Project SEED	Chair -Michelle Rivard	\$6,000.00	\$17,100.00	increase- SEED student in all 5 counties \$10,000 comes from National (may be grant funded)
Weyenberg Student Travel	Chair -Treasurer (Lauren McCullough)	\$1,500.00	\$1,500.00	same
Kids and Chemistry	Chair -Regina Malczewski/Michelle Rivard	\$2,500.00	\$2,500.00	same - but plan to raise grant
H2OQ	Chair-Dale	\$0.00	\$1,000.00	CERM 2020
	ANTICIPATED INCOME		\$13,400.00	\$10,000 for project SEED, \$400 from CC points, \$3000 for councilor
	TOTAL Expenses		\$46,350.00	

2020 Budget

Column1	2020 budget	2020 Actual
ACS Allotment	\$8,244.00	
Local Section Dues	\$2,000.00	
Local Company Donation	\$10,000.00	
Investment income	\$8,606.00	
Grants	\$17,500.00	
Total Income	\$46,350.00	\$0.00
Total Expense	\$46,350.00	

- ACS Allotment hasn't been received for 2020 yet.
- To offset expenses for new & expanded programs/activities, the section should have a goal to raise \$15,000 in additional grant money.
- If we reach that goal, investment income expense is \$8,106.

Funder Expectations—Audits (RMM)



- History:
 - “internal audits” of books prepared by treasurer performed by volunteering members
 - One “mini- audit” by Yeo and Yeo in 2014 (\$400??) 20 random checks; one page documentation with finding and suggestions. No documented follow-up known. They have no records.
 - 2018 Large Foundation grants were received from H.H. and Grace A. Dow and Gerstacker Foundations for the centennial exhibits, with specific requests related to financial records.
 - 2018 Tax preparation by a CPA (external to ACS): this done in 2018 but filing not complete until Nov
 - “Review” done by Louise Weideman (Finance Committee); more thorough than before but LW work not considered acceptable by Foundation(s)

Financial expectations (cont'd)



- Going Forward
 - Need taxes reviewed and filed by external CPA
 - Need documents completed/reviewed (by external CPA) that are in compliance with “Generally Accepted Accounting Practices”:
 - a Balance Sheet (also known as a statement of financial position)
 - Income Statement (statement of activities)
 - 990 EZ
 - Current issue: need this done **by end of month (originally due June 28, 2019 for 2018, and also for 2019)**
 - Cost? \$800? A willing CPA has been identified; another CPA has forwarded info about the documents needed
 - **Set a standard for future (with follow-ups).**

Forms On-line Report Management System (FORMS)



- All 2019 events must be documented
 - Consider event & committee nominations for ChemLuminary Awards
 - ChemLuminary Descriptions & Forms Template sent *Dec 17, 2019*
 - Email completed template to Amanda – *Jan 17, 2020*
- Access to FORMS system
 - 2019 and 2020
 - Chairs: Mark Jones, Amanda Palumbo
 - Chairs-Elect: Robbyn Prange
 - Secretaries: Maude Desroches, Soham Dutta
 - Treasurers: Lauren McCullough, Michelle Rivard
 - 2020 Councilors: Dale Lecaptain & Lauren Jackson
 - Dimi Katsoulis
 - Gina Malczewski
 - Dave Stickles

FORMS due to Amanda Jan 17

Status	Title	Name (Lead Highlighted & Bolded)	Forms Requested	System Access
Pending	Past Chair	Amanda Palumbo	Entire report	Yes
Pending	Councilor (20)	Dale LeCaptain	Councilor Report; Approve annual report	Yes
Pending	CMU - Student Organization	Dale LeCaptain	Student Event Forms	Yes
Pending	H2OQ	Dale LeCaptain	Committee Event Forms	No
Pending	2019 Central Regional Meeting	Dimi Katsoulis	CERM Report. Amanda to separate into Forms	Yes
Pending	Fall Scientific Meeting	Elizabeth Santos	Committee Event Forms	No
Pending	Outreach/Kids and Chemistry	Gina Malczewski	Committee Event Forms	Yes
Pending	Silver Circle/Senior Chemists/100 Yr Celebration	Gina Malczewski	Committee Event Forms	Yes
Pending	Teacher Support	Gina Malczewski	Micromanage	Yes
Pending	Mid Michigan Technologists Group	Jake Remacle	Committee Event Forms	No
Pending	Safety	Kevin Wier	Committee Event Forms	No
Pending	H2OQ	Lauren McCullough	Committee Event Forms	Yes
Pending	Women Chemists Committee	Lauren McCullough	Committee Event Forms	Yes
Pending	Chair	Mark Jones	2020 Chair Goals	Yes
Pending	Webmaster	Michael Malczewski	Committee Event Forms	No
Pending	Chemistry Olympiad	Michael Tulchinsky	Committee Event Forms	No
Pending	Outreach/Kids and Chemistry	Michelle Rivard	Committee Event Forms	Yes
Pending	Past Treasurer	Michelle Rivard	Financial Form	Yes
Pending	Project SEED	Michelle Rivard	Committee Event Forms	Yes
Pending	Sci-Fest/NCW	Michelle Rivard	Committee Event Forms	Yes
Pending	Chair-Elect	Robbyn Prange	2020 Chair Elect Goals	Yes
Pending	Past Secretary	Soham Dutta	Administration Form	Yes
Pending	Fall Scientific Meeting	Tom Bekemeier	Committee Event Forms	No
Pending	Finance	Wendy Flory	Committee Event Forms	No
Pending	Membership	Wendy Flory	Committee Event Forms	No
Pending	Long Range Planning Committee	Wenyi Huang	Committee Event Forms	No

FORMS Received – THANK YOU!



Status	Title	Name (Lead Highlighted & Bolded)	Forms Requested	System Access
Received	Awards	Diana Deese	Committee Event Forms	No
N/A	Program	Mark Jones	Committee Event Forms	Yes
Received	Nominations & Elections Committee	Michelle Cummings	Committee Event Forms	No
Received	Historian	Wendell Dilling	Committee Event Forms	No
Received	Midland Chemist Newsletter	Steve Keinath	Committee Event Forms	No
Received	Young Chemists Committee	Andre Yvon Bessette	Committee Event Forms	No

ACS Local Section Grants Updates

- Midland section received grant funds from Local Section Activities Committee (LSAC) between June 2018 and today.
- Good Done Great (GDG), grant management system, was purchased by another vendor and grant operations are being migrated.
- Outstanding final reports must be submitted using links:
 - [Local Section Innovative Project Grant](#)
 - [Members Engaging Through Technology Grant](#)
 - [Science Café Mini-Grant](#)
- Please disregard GDG emails and instead use links above.



NOT ALL CONFERENCES AND EXPOSITIONS ARE EQUAL. IF YOU ARE ONLY GOING TO ATTEND ONE, PITTCON 2020 IS THE CLEAR ADVANTAGE.

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Vision Statement:

Advancing chemical exploration, inquiry, and practice in the GLBR and beyond.

Mission Statement:

Promote chemistry and improve public perception of science through innovation in research, education and career development for the benefit of our members and partners.