ACPS Pittsburgh Section
Executive Committee Meeting Minutes
December 6, 2011

Attendance:
Mark Bier, Michelle Coffman, Diane Cohen, Rich Danchik, Joe Jolson, Heather Juzwa, Gregg Kotchey, Rob Lettan, Al Mann, Jim Manner, Mike Mautino, Manny Schreiber, Mordecai Treblow, Pat Von Dreele, and Michelle Ward Muscatello

Report from Secretary:
The minutes from the October 24, 2011, meeting were approved with some discussion of the information presented in the minutes.

Report on Programs, Activities, and Committees
1) Treasurer
- Manny Schreiber passed out the treasurer reports from September/October and October/December (attached to these minutes).
- A few of the MBO checks (Crucible advertisers) have been lost; Manny Schreiber is looking into it. MBO is going to ask the advertisers to re-issue the lost checks (worth approximately $1,000).
- There is enough money in the local section account that the section will not have to withdraw money from the savings account.
- The section now has accounts at PNC Bank, one for the Crucible and one for the Central Regional Meeting (CRM).

2) Finance Committee
- The Finance Committee met with Hefren-Tillotson on November 9, 2011; they reviewed the section’s account portfolio.
- The amount in the section account has increased since the end of the 3rd quarter.
- Mordecai Treblow, Finance Committee chair, suggested that the section move some monies from the investment accounts into the CRM account. Mordecai Treblow made a motion, from the Finance Committee, “Since the Pittsburgh section will not need to withdraw, as usual, the income (dividends and interest = $5,480 through 10/31/11) from our investment trust for Section operating expenses, the Finance Committee moves that the Treasurer be requested to make a book entry of $5,000 as a pending contribution for the
Central Regional Meeting Treasury when needed without requiring further action of the Executive Committee.”

- Rich Danchik reminded the committee that if the CRM loses money, the section would lose the amount put into the CRM account; he suggested that the Executive Committee may want to wait to make this contribution until we see how meeting finances are progressing. Joe Jolson suggested that the money be put into the section’s operating account so that it would be available if/when it was needed for transfer. Manny Schreiber reminded the Executive Committee that the CRM Steering Committee recommended that if/when money is transferred; it should be transferred as a loan.

- After further discussion on the motion, Mordecai Treblow withdrew the motion; the money will stay in the investment account.

- Mordecai Treblow, on behalf of the Finance Committee, made another recommendation, “since we have, as of 10/31/11, the sum of $11,536 (7.1%) of the section’s investment trust in “Cash & Equivalent”, which is drawing ZERO interest, we recommend unanimously (the Finance Committee) that Hefren-Tillotson reinvest the sum of $3,000 from the cash portion, as they would deem advisable.” This recommendation was accepted by the Executive Committee.

3) **National Chemistry Week**

- The Pittsburgh NCW 2011 event had the largest number of volunteers and group participation than any other Pittsburgh NCW event. However, there were approximately 10% less attendees than last year.

- There were several new events this year such as a Career Café. High school students participated in the Career Café and Carnegie Science Center is going to create similar programs for National Engineer Week and SciTech.

- The Drake Mobile Laboratory was on-site for NCW and is already booked for next year’s event.

- NCW events will be held at Carnegie Science Center on October 26 and 27, 2012.

4) **Energy Group**

- At the November 2011 meeting, a geologist from Consol spoke on the Geology of Marcellus Shale, there were 43 attendees.

- A planning committee meeting will be held in December 2011.

5) **Women Chemists Committee**

- The Empowering Women in Science Symposium and Networking Luncheon held November 5, 2011 was a success.

- A dinner meeting will be held on January 23, 2012, location TBD.

- The WCC will to hosting a workshop for Girl Scouts in April 2012 in support of the Science of Style badge.
• The WCC is planning a spring symposium to recognize successful woman chemists.

6) Chemist Club
• The Chemist Club was a joint sponsor, with the Energy Group, for the November 2011 Geology of Marcellus Shale meeting.
• Future meetings: March 13, 2012 (luncheon meeting), April 24, 2012 (joint meeting with Environmental Group), May 29, 2012 (awards meeting).

7) Employment Committee
• Joe Jolson reminded the committee that the JSCP and JSCT workshops will be held February 3 and 4, 2012. Heather Juzwa gave Joe Jolson an RFP from the ACS for a $1,000 grant which could be used for the workshop. A copy of the grant application is attached to these minutes.

8) WPTAG
• Mike Mautino presented the section with a check to close out the technician committee account.

9) Mellon Institute Historic Landmark Status
• Al Mann reported to the Executive Committee on the Mellon Institute Historic Landmark application.
• A pre-nomination from was submitted to ACS National and has been accepted. Guy Berry has written the proposal.
• The Pittsburgh Local Section will provide support if ACS National approves the Mellon Institute award. The section will need to plan a formal ceremony if this award is won. It was suggested that some monies be put into the budget for this ceremony. Mordecai Treblow suggested that a scientific symposium be planned as part of the ceremony.
• Al Mann asked for volunteers to participate on a committee to plan the ceremony.
• It was also noted that ACS National will prepare and provide a brochure for the award if won.
• Al Mann also discussed the other three Historic Landmarks awards that the Pittsburgh Section has been bestowed.

10) ACS Final Reporting

11) 2012 Election Results
• Heather introduced the two new Directors, Rob Lettan and Greg Kotchey. Fu-Tyan Lin is the third Director elected. Other results:
12) Other

- Jim Manner reminded the Executive Committee that the section’s by-laws are with ACS National and hopefully the section will receive a decision on the revisions soon so that the section can begin to use electronic ballots for the next Executive Committee election. Note, those that have opted in to receive paper copies of the Crucible will still receive paper ballots even once electronic balloting is implemented.

- There are approximately 30 reservations so far for the Pittsburgh Award Banquet. Final preparations for the event are underway and the awards have been ordered. The banquet is December 14, 2011.

- The Tripartite committee met and chose the topic of Food and Beverages. A date of May 12, 2012 has been tentatively set for the Tripartite meeting. The Pittsburgh Local Section is the host organization for the Tripartite meeting in 2012.

- Heather Juzwa asked committee members about the ACS e-mail list for the Pittsburgh Local Section. There are many names/contact information on the current list that are not active or members may be deceased. Jim Manner suggested contacting Christi Pearson at ACS National about updating the list. Michelle Ward Muscatello is going to work on updating the list.

- Rick Danchik reported that the SACP has given a grant to ACS National for the ACS – Pittcon Visiting Scientist Program in cooperation with the ACS International Activities Committee.

- Heather asked that Executive Committee members review the new section website and provide her with feedback, http://www.pittsburghacs.org.

- PJAS will be held February 4, 2012.

- SciTech days are March 6 - 9, 2012.

- The Pittsburgh Regional Science and Engineering Fair is March 30 - 21, 2012.


13) Next meeting will be Tuesday, January 17, 2012, at 5:30 pm in Room 434, Mellon Institute.

Reported submitted on December 18, 2011 by Michelle Coffman, 2011 Secretary of the Pittsburgh ACS section.