EXECUTIVE COMMITTEE MEETING MINUTES

ACS Division of Environmental Chemistry
April 7, 2013
245th ACS National Meeting, New Orleans, LA
(next meeting: Indianapolis, IN)

Call to Order, Introduction, Attendance, Corrections to Roster

Chair Henry (Hank) Ramsey called the meeting to order at ~7:15 PM. A roster was circulated for corrections.

Attendance

Dean Adams
Souhail al-Abed
George Cobb
Dionysios Dionysiou
Alan Elzerman
Jurgen Exner
Allan M . Ford
Jillian Goldfarb
Ruth Hathaway
Sherine Obare
Alexander Orlov
Raphael Luque (guest)
Laura McConnell
Peney Patton
Hank Ramsey
Aditya (Ashi) Savara
Martha Wells
Tracy Williamson

Administrative Items & Announcements

Meeting at a glance. A summary was provided in the agenda portfolio prior to the meeting for the present national meeting.

Announcements:
H. Ramsey presented A.M. Ford with a certificate of appreciation for member at large.
H. Ramsey read a letter to the executive committee resigning his position as chair effective July 31st, 2013, due to the necessity to concentrate on other priorities.
Request for Undergraduate Speed Network Volunteers (flyer attached to agenda), 2 members volunteered.
ACS requested judges for an undergraduate poster session. Information was provided for the date and location of the poster session.

Reports

Secretary (Savara)

Minutes from Fall 2012 Meeting were provided in the agenda portfolio.

Motion to approve minutes from Fall 2012 meeting
Moved: Tracy
Second: George Cobb
Motion Approved

Division Annual Report. The annual report was submitted on time. A copy will be added to the consolidated version of the agenda and minutes for this meeting. Two things we need to do are: 1) continue to recruit volunteers to maintain programming, and 2) to think about ways to increase the value of being a division member.

Division By-Laws and Operations Manual. The Chair-Elect (Williamson) and Secretary (Savara) will work with the business office manger (Patton) to update the Operations Manual, with help from others as needed.

Dues for 2014. Savara reminded the Committee of the amount of 2013 dues: ($15 for ACS members, $20 for division affiliates, $10 for graduate students, $10 for undergraduate students). A $4 surcharge is added for ACS members with foreign addresses. The Division continues to have a budget surplus. The previous paperwork refers to the bylaws for the value of dues for members with Emeritus status – but the Secretary did not find any value in the bylaws. The value was determined to be $0, and the secretary will report $0 going forward. The executive committee's discussion suggested holding dues at 2013 levels, continuing the definition of Emeritus member as being an individual with 10 years of division membership who also meets the ACS definition of Emeritus, and setting the dues at $0 for Emeritus members. Removing the $4 of additional dues for international ACS members was recommended for removal, to be voted on by the members at the 2013 ACS Fall Meeting (246th national meeting in Indianapolis), as Ruth Hathaway noted that division dues cannot be changed without a general membership vote based on the incorporation papers of the division.

Motion to report 2014 Divsion dues to ACS at 2013 levels.

Moved: Jurgen Exner
Second: Alan Elzerman
Motion Approved

Treasurer (Cobb)

George Cobb provided the committee with a summary of the division's finances, as well as a detailed breakdown line-by-line. The division is spending less money than it has budgeted for the year, and also brought in slightly less money in revenue than was budgeted.

The treasurer requested guidance as to whether the Business Office expenses should be itemized or listed lump sum. The consensus was that the business office expenses could be listed lump sum, since the breakdown is documented in other invoices/reports.

The money coming in from ACS based on national membership dues has gone up from the previous year: the division's allocation was $47,984.30.

The cost of our tax filing expenditures is approximately doubling for 2012 and 2013 due to the levels of funding in the division's bank accounts.

An error was found regarding the expenses of the ticket sales for the ENVR dinner at 243rd ACS National Meeting in Philadelphia, and the error will be corrected.

Chair (Ramsey)

Interim Activities. The division had 2 ACS Fellows inducted: Andrew Daniel Jorgenson and Joseph Manuel Calo. The recipient for the 2013 ACS Award for Creative Advances in Environmental Science and Technology sponsored by ACS Division of Environmental Chemistry and ACS Publications Divisions was Donald R. Blake, University of California, Irvine.

The Division of COLL had recently requested to change its name from "Division of Colloid and Surface Chemistry" to "Division of Colloids, Surfaces, and Nanomaterials". This division did not oppose this change, though several other divisions opposed the name change. As a consequence of several other divisions expressing disapproval of this name change, the name change is still under discussion by the Society.

International Activities. (Dionysiou)

1. IUPAC Co-sponsorship (Cobb, Laura McConnell). The 13th IUPAC International Congress of Pesticide Chemistry is being held Aug. 10-14th, 2014, San Francisco, CA. The congress is being held as *part* of the Fall 2014 ACS meeting under the AGRO division, and four sessions were identified as being of interest for co-sponsorship with ENVR. There are several differences from normal ACS Symposia: the posters will be up all day in a dedicated room, with allocated times for poster presenters to be there. Cobb pointed out that by cosponsoring, both divisions receive the full count. McConnell and Dionysiou will be in contact.
2. ISEST 2013 – China (Dionysiou). ACS ENVR will not provide any financial support, but ISEST is supporting several division members to present there.
3. ICCE 2013, Spain: Request for Satellite symposium funding from Jennifer field. Several members of the division will be supported by funds from Europe. Funding has previously been approved by ACS ENVR for support of travel of division members to international conferences. Several members will be supported by ENVR in addition to those who will be attending using support from European funds (for a total of more than 5 ENVR members).
4. IUPAC 2013, Istanbul: Request for funding from Hessy Taft. As shown in Tab E of the attachments, it is proposed that the division fund $1000 for support of registration and per diem of 7 participants to IUPAC 2013.
5. ACS PacifiChem 2015 – 3 ENVR symposia are approved for ACS Pacifichem 2015, which is once in five years. $5,000 of funding has already been approved. The proposal is to fund an additional $13,000 for expenses of symposia and travel of speakers to bring the total funding for $18,000. This amount is in anticipation of the possibility that 6 ENVR symposia may be approved for Pacifichem. It was decided that the issue would be revisited in the Fall 2013 meeting.
6. 14th EMEC – Budva, Montenegro (December 2013). Cobb was invited to go as a keynote speaker for Dec. 2013, the proposal is to cover Cobb's airfare. Williamson pointed out that $8,000 was approved for attendance of members to international conferences, and that this expense could be paid for from those funds. However, $10,000 was approved for international travel
7. It was pointed out that up to $6,000 was approved by email for travel to IUPAC 2013, Istanbul. The total amount approved exceeds the 2013 budget. Several

motions were made, including a motion to balance the budget for international travel.

Motion to Allocate funding from the $10,000 for international travel in the 2013 budget to send Cobb to the 14th EMEC.

Moved: Ruth Hathaway
Seconded: Martha Wells
Motion Approved

Motion to allocate $8,000 for travel and registration of ENVR members to the ICCE 2013 Conference, from the $10,000 for international travel in the 2013.

Moved: Martha Wells
Seconded: Tracy Williams
Motion Approved

Motion to change line item from 2013 Budget for international travel from $10,000 to $16,200

Moved: Martha Wells
Second: Aditya (Ashi) Savara
Motion Approved

Motion to fund $1000 for support of registration and per diem of 7 participants to IUPAC 2013, separate from the previously approved $6,000.

Moved: Aditya (Ashi) Savara
Second: Tracy Williams
Motion Approved

Open Positions in Division Leadership (Williamson)
There are openings in appointed and liaison committees.

Need for Division Logo (Ramsey, Patton)
Ruth Hathaway indicated that a division logo previously existed.

Investment Committee (Elzerman)
The chair appointed Alan Elzerman, Jurgen Exner, Ken Smith to the Investment Committee.

Motion to separate the Hancock money into its own account with a checking account, with access by the Treasurer, George Cobb and Alan Elzerman.

Moved: Alan Elzerman
Second: Dean Adams
Motion Approved.

Motion that Alan Elzerman, Jurgen Exner, and Ken Smith can make transactions from any of the Division's investment's accounts, which does not include the Hancock money.

Moved: Alan Elzerman
Second: Dean Adams
Motion Approved.

The Hancock Award account is intended to produce enough return to sustain the cost of the annual award, and is near that goal.

Overall, the Division's investment accounts are currently producing positive returns.

Election Nominees

Motion to Accept the Proposed Nominations Slate in the attachments of the consolidated version of the Agenda and Minutes (Appendix E)

Moved: Dean Adams
Second: Alan Elzerman
Motion Approved

The Chair, H. Ramsey appointed Allan Ford, Jurgen Exner, and Dean Adams to be the Business Office Committee for overseeing the business office.

Elections (Savara, Patton)

Motion to change to electronic voting for this election cycle and allocate $1000 for Electronic Elections in accordance with ACS requirements, with possibility of an electronic vote of the executive committee if needed for additional monies.

Moved: George Cobb
Second: Ruth Hathaway
Motion Approved

Council Items (Adams)

Current process for electing presidents for ACS is that the nominations and elections committee chooses 4 people, and then the Society's Council chooses 2 who then run for president. There was a petition that nominations and elections put forth only two candidates. International Activities Committee voted against it by a factor of approximately 2:1, which is merely an opinion of the committee – a vote to change the procedure would require a vote of the Society's Council.

Old Business

DAC Innovative Project Grant (2011) Regional Meeting Support (Williamson)
There was a well received and well attended ENVR session at the Northeast Regional Meeting (NERM), Fall 2012.

DAC Innovative Project Grant – ECE Website Development (Wells)
Will be completed by June 30th. Dean Adams and Alexander Orlov are joining the subcommittee (chaired by Wells and Zhang). When the Subcommittee decides the project is ready, the ECE website will be linked from the Division website.

DAC Project Grant – Submitted for joint session with AGRO (Cobb)
Still waiting to hear back as to whether the grant will be approved.

ENVR Centennial Celebration (Ford, Williamson)
Concern was expressed that the Centennial symposia might be spread out geographically at the 247th ACS National Meeting in Fall 2014
Cosponsor possibilities: IUPAC/AGRO, ANAL, ENFL
There was discussion of having themes of Air, Water, Land, and keynote speeches discussing history in that field, and have closing presentations about what will happen in the future.

New Business

DAC Innovative Project Grant (2013) - Air Quality Initiative (Cobb)
Still waiting to hear back as to whether the grant will be approved. Up to $1500 of ENVR matching funds from speaker expenses may be used.

Nominal co-sponsorship agreements (Patton)

Committee Reports

Appropriations

Archives (Patton)

No report.

Awards

Graduate Student Awards (Anderson).

C.E. Gonter Awards (Anderson)
Certificate of Merit (Pan)
Hancock Awards. (Coimbatore)

Distinguished Service Awards. (Turoski)

Undergraduate Awards. (Dionysiou)

SETAC – ENVR Exchange Award. George Cobb

EnvirofACS Newsletter (Goldfarb)

January 2013 and March 2013 Newsletters attached in Agenda Packet

Long-Range/Strategic Planning (Williamson)

Membership (Hathaway, Patton)

2013 Demographics. (Patton)

2013 Membership Recognition. (Patton)

Program Steering Committee (Al-Abed, Dionysiou)

P2C2 and MPPG. (Ramsey) Hank Ramsey reported on the value of the P2C2 meetings

245nd Meeting, New Orleans, LA (Al-Abed)

246th Meeting, Indianapolis, IN (Dionysiou)

Organizers Luncheon (Al-Abed, Dionysiou)

Motion to allocate $1500 for an Organizers Luncheon at 246th national meeting, and the possibility of further Organizers Luncheon to be decided for future national meetings in the next budget discussions.

Moved: Alan Elzerman
Second: Jurgen Exner
Motion Approved

Publications/Publicity (Goldfarb)

No discussion.

No discussion.

Social Affairs (Patton)

245th meeting, New Orleans – Reception
246th meeting, Indianapolis -- Dinner

Business Office (Patton)

A report was provided in the agenda portfolio.

Web Site (Savara)

The old website had serious organization issues, partly due to changing webmasters and software over the years. Ashi Savara and Zetacomputers.com have modernized the website with the new design made by Zetacomputers.com, and changed the url address to acsenvr.com, though

envirofacs.org will remain active for at least another year. Ashi and Zetacomputers.com have each put in more than 100 hours so far, and expect to put in at least another 100 hours over the coming year. After this initial thrust, website maintenance will be much easier but still time consuming due to the need to keep meetings and records updated. Ashi would like to contract with zetacomputers.com for $3000 through May 2014 to help with continued improvement and maintenance of the website.

Not Discussed at meeting:
Ashi thinks that the division should consider making a members only portion of the website, where division members can log in to see customized content just by putting in their email address, for example, funding opportunities and the meeting at a glance. Ashi would like to have a graduate student funded at $2,500 for the year to collect funding opportunities and meetings of interest to members (not his own graduate student). Some guidelines of what the webmaster thinks the website should be for going forward: Distribution of Call for Papers, Meeting Programs, lists of Award Recipients. Not for archival purposes.

Motion to contract with Zetacomputers.com for $3000 for aid in finishing website transition and aid in maintenance of the website through May 2014.

Motion: George Cobb
Seconded: Jurgen Exner
Motion Approved

Speaker Expense (Hathway)

No discussion.

Information/Concluding Comments

No discussion.

Adjourn

The Chair moved to adjourn at approximately 11:50 pm.

Appendices

A – Motions
B – Action Items
C – ENVR Meetings & International Activities
D – ACS National Meetings

Appendix A – Compendium of Motions & Appointments

Motion to approve minutes from Fall 2012 meeting

Moved: Tracy
Second: George Cobb
Motion Approved

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Motion: George Cobb
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Appendix B – Action Items

Division By-Laws and Operations Manual

- A. Savara and T. Williamson will work on creating an updated operations manual.

Budget

- G. Cobb will provide a draft for the next budget prior to the Fall 2013 ACS national meeting in Indiana.

DAC Innovative Grants Report

- M. Wells and H. Zhang will complete the ECE website and submit their report by June 30th, 2013.

Elections

- R. Hathaway will email A. Savara information about how other divisions have conducted electronic voting.
- A. Savara will look into possibilities for commercial electronic voting.

Website & Archives

- A. Savara will continue transferring the website and updating the methods by which information is displayed and archived.

Appendix C – ENVR Meetings & International Activities

Appendix D – ACS National Meetings

245th - April 7-11, 2013; New Orleans, Louisiana
246th - September 8-12, 2013; Indianapolis, Indiana

247th - March 16-20, 2014; Dallas, Texas
248th - August 24-28, 2014; San Francisco, California

249th - March 22-26, 2015; Denver, Colorado
250th - August 16-20, 2015; Boston, Massachusetts

251st - March 13-17, 2016; San Diego, California
252nd - August 21-25, 2016; Philadelphia, Pennsylvania

253rd - April 2-6, 2017; San Francisco, California
254th - September 10-14, 2017; St. Louis, Missouri

255th - March 18-22, 2018; New Orleans, Louisiana
256th - August 19-23, 2018; Boston, Massachusetts

257th - March 31-April 4, 2019; Orlando, Florida
258th - August 25-29, 2019; San Diego, California

Appendix E – Approved Nomination Slate

Chair-Elect (elect for 2 year term, 2014 and 2015)
George Cobb

Treasurer (elect for 2 year term, 2014 and 2015
Xiaoping Pan

Secretary (elect for 2 year term, 2014 and 2015)
Aditya (Ashi) Savara

Member at Large (elect 4 for a one year term, 2014)
Allan Ford
Ed Kolodziej
Rafael Luque
Alexander Orlov
Timothy Strathmann
Kiril Hristovski

Councilor (elect for 3 year term, 2014 through 2016)
Jurgen Exner

Alternate Councilor (elect for 3 year term, 2014 and 2016)
Mark Nanny *
Dionysios Dionysiou
Souhail al-Abed

*Mark Nanny subsequently withdrew his name by email dated 6/17/13.