



Minutes of Executive Meeting of
Maryland Section of the American Chemical Society
Virtual Meeting on Zoom
Chair Sarah Zimmerman, presiding
February 1, 2022

Present: Nicole Carbonaro, Eric Cotton, Merle Eiss, Kelly Elkins, Louise Hellwig, Jan Kolakowski, Therese Ku, Lee Lefkowitz, Sara Narayan, Jiangnan Peng, Beatrice Salazar, Alexander Samokhvalov, Angela Sherman, Niru Trivedi, Stephanie Watson, Sarah Zimmerman

Sarah called the meeting to order at 7:04 p.m.

The Women Chemists Committee will hold their meeting on Weds. Feb. 16 on Zoom. The speaker will be Dr. Rosa Rivera-Hainaj, Provost at McDaniel College and a Ph.D. chemist.

A motion to accept the By-laws, amended in consultation with the national ACS, had been tabled at the December meeting, but a motion to accept those By-laws was now passed.

Lee had suggested that the Section get a program like Sharedrive to facilitate collaboration on larger files and for transparency. There was discussion about which would be better, to expand the capacity of Google Drive on our Gmail account or to get OneDrive. Eric and Lee will work on choosing one of the two and setting it up.

Jan reported that our Fidelity Contra fund has a balance of \$104,516.85, down about \$381 since December. The Nicholas fund has a balance of \$132,140.24, down \$6900 since December. However that balance was up \$6,600 over September, so it's like a rollercoaster. We can look upon these funds as the Section's endowment.

Lee gave the Treasurer's Report; see addendum at end of these Minutes. Rose Pesce-Rodriguez has volunteered to serve on an Audit Committee. A motion was passed to approve her addition to that committee.

Lee also presented the 2022 Budget. After much discussion discussion it was ultimately approved. See addendum at end of these Minutes.

Louise reported that 8 undergraduate, graduate, and post-doctoral students had been awarded \$500 travel grants for the national ACS meeting in March in San Diego.

Dr. Devadas at Towson University applied for \$149 for registration fees for each of two high school students who will be presenting at that meeting online. We have never



been asked to support high school student participation at the national meeting. Stephanie will consult with contacts at the national ACS to see if the registration fee can be lowered or waived considering these are high school students. The \$298 was approved, if the registration fee cannot be lowered or waived entirely.

Louise reported that she and Dr. Devadas had each applied to the national ACS for a Project SEED grant, which support financially needy students to do summer research at the respective university. In each case the Maryland Section would contribute \$1250 towards the student's stipend, the remainder of the stipend being supplied by the national ACS.

Louise further reported that Morgan had received one application and Dr. Devadas at Towson had three high school students who did not fit the low-income criterion. (Beatrice and Jan know of another high school student who is interested in a summer internship; it is unclear what this student's financial situation is.) We will provide these students a stipend, upon receipt of the following from each candidate: high school transcript, a recommendation from a science teacher at their high school, and a personal statement of their motivation to do this summer research. At the end of the summer research each of the students will be required to submit a report and make a presentation about their research.

At the last meeting Angela made a motion that \$1500 be donated to the Chemistry Department of each 2-year and 4-year college in the Maryland Section, about 22 of them, and the motion passed. She has now sketched out a description of this Mini-Grant program, asking each Chemistry Department to apply by March 15, stating how they would use their grant. The funds would be sent out around April 1. We would each school to report back by the end of 2022, though that deadline might be changed. Lee, Sara, Nicole, and Angela will polish this description of the Mini-Grant Program.

Sara reported that Dr. Jay Tobin will speak at the Student Awards meeting on the topic "Career Opportunities in Forensic Science". Sara has asked each of the 2- and 4-year colleges in the Maryland Section to nominate their top graduating senior for this award. Each awardee will get a chemistry-themed mug.

Sarah is now in charge of E-mails. A volunteer is sought to head Social Media, as well as a volunteer to head the Maryland Chemist Award area.

Questions arose about how the Remsen Award went in 2020 and in 2021, as the plaques have not been given out. Dana Ferraris is in charge of the Remsen Award area; we will ask him about plans for 2022.

Angela will ask Stephanie about the process for sectional Service Awards this year.



The meeting was adjourned at 8:33 p.m.

Respectfully submitted,
Louise Hellwig, Secretary

Check next pages for Addenda about Treasurer's Report and the 2022 Budget.

ACS Section Treasurer's Report – FEB 2022		
M&T Checking Balance as of 11/19/2021		\$28,729.55
Details:		
Money In:		
12/30/2021	ACS Reimbursement for Fall Meeting	1,507.86
	Total Credits:	\$1,507.86
Money Out:		
12/06/2021	Check # 2638 to Sandy Olson for MD COY Plaque	566.58
12/09/2021	Check # 2637 to Beatrice Salazar for USNCO	441.85
12/17/2021	Gift Card Purchase at Walgreens	50.00
12/23/2021	Check # 2636 to N. Jones for Poetry Contest	50.00
01/04/2022	Check # 2632 to McDaniel College/Braude Award	4,000.00
01/10/2022	Constant Contact	498.68
01/18/2022	Web Bill Pay to Beatrice Salazar for USNCO Exams	25.00
	Total Debits:	\$5,632.11
Current Checking Account Balance as of 01/20/2022		\$24,605.30
	Pending Transactions:	
09/15/2021	Check # 2631 to Kelly Elkins for Councilor Travel	1,884.83
March 2022	Deposit: Local Section Allotment	15,680.00

M&T Money Market Account: Balance as of 12/31/2021 is: \$91,691.85

**Maryland Section of the American Chemical Society 2022 Budget
(PROPOSED)**

REVENUE	2020 Actual (\$)	2021 Actual (\$)	2022 Projected (\$)	Comments
ACS allotment	15,768	30,595	15,680	Received allotment data from ACS National
Donations/Contributions	5,000	5,000	5,000	Braude Award donation
Councilor travel rebate	0	1,508	9,120	Assuming FA21 National ACS meeting are in-person
ACS Awards/Grants	0	0	0	
Programs	20,467*	0	500	*MARM2019 profits
Local Section Dues	9,679	9,678	9,600	May reduce Local section dues to \$10 from \$12
Interest/Dividend/CG	491	26,565	10,000	CG were not recognized as income in 2020.
Meals	0	0	1,000	Assuming some in-person events in 2022
Leadership Institute Stipend	0	0	1,500	
President's Challenge	210	120	200	
Project SEED	0	0		
Other	36 118	0	0	
TOTAL	51,769	73,466	52,600	

EXPENSES	2020 Actual (\$)	2021 Actual (\$)	2022 Projected (\$)	Comments
Subsidies to subsections, topical groups, affiliates	1,260	1,973	4,000	Chemistry Olympiad: 500 Earth Day: 2,500 National Chemistry Week: 1,000 High School Program: 0 Kids & Chemistry: 0
Awards, Scholarships, Grants, etc..	10,094	4,590	74,600	Student Travel Awards: 6,000 2021 Braude Award: 4,000 2022 Braude Award: 4,500 Remsen Honorarium: 2,500? Braude, Remsen, & MD Chem Award plaques: 1,200? Student Awards: 2,000 50/60/70 Year Certificates 100 Poetry contest awards: 300 Grants to Local Chem Depts 22 x \$1,500 = 33,000 Summer Student Internships 15,000 Subsidies for ACS Short Courses 6,000
Administrative Expenses	1,125	1,022	950	Constant Contact: 600 Postage: 200 Election Runner : 150
Meeting Costs	528	0	1,000	
Meals	0	0	2,000	April Student Awards: 0 50/60/70 Yr. Lunch: 0 Braude Award: 0 Remsen reception: 0 MD Chem Award: 0 Exec. Com. Meetings: 0
Councilor Travel subsidy	0	0	13,285	Fall 2021 Atlanta 1,885 Spring 2022 San Diego 6,000 Fall 2022 Chicago 5,400
Subsidy/fee for Local Leadership conference	0	0	1,000	Does the section plan to hold a Leadership Conference?
Project SEED	0	0	0	Virtual in 2020 and 2021. Linked with summer internships above.
Tax preparation	40	0	0	Total receipts < \$50K—eligible to file e-postcard taxes
Newly funded project proposals	0	0	0	
Poster printing	115	0	0	
Reinvest DIV/CG	0	26,565	10,000	

Miscellaneous	154	50	200	Donations/flowers	\$150
				Thank you gifts	\$50
TOTAL	13,316	34,200	107,035		
Surplus or (Deficit)	38,453	39,266	(54,435)		

Notes:

- Since the section uses the cash accounting method, expenses for the Fall 2021 ACS meeting and 2021 Braude Award will be reflected in 2022 (\$5,884.83).
- The Executive Committee has agreed to run a budget deficit in 2022. Several programs were approved for 2022 that will essentially be funded with proceeds from the 2019 MARM profits, 2021 double allotment from ACS, and available funds in the section's money market account. Grants to local chemistry departments will be \$33,000, up to \$15,000 was approved for summer student internships and/or Project SEED, and \$6,000 was approved to subsidize ACS short courses for section members.
- The section ended 2021 with \$29,128.98 in checking and \$91,691.85 in the money market account. 2022 revenues are projected to be \$52,600. 2022 expenses are projected to be \$107,035. Thus, the section expects to end 2022 with \$66,386 in checking/money market accounts.

Income Assumptions:

- An invoice should be sent to Micron for newsletter advertisement. Price = \$90/half page. This has not been raised in years.
- Local Section may consider reducing local section dues to \$10 from \$12.
- With the on-going COVID-19 pandemic, it is difficult to estimate income from section meals/events and councilor travel reimbursement.

Expense Assumptions:

- With the on-going COVID-19 pandemic, it is difficult to estimate expenses associated with in-person section meals/events and councilor travel to ACS meetings. For San Diego, \$2,000 per person for 3 councilors. For Chicago, \$1,800 per person for 3 councilors
- Assume Treasurer will prepare tax return.