



American Chemical Society
Philadelphia, PA, 236th National Meeting
Division of Chemical Technicians, Incorporated
TECH Executive Business Meeting
Monday, August 18, 2008
8:00 to 10:30 am
Hilton Garden Inn, Salon A/B

Attendees: Debbie Bailey, Donna G. Friedman, Craig Dunn, D. Richard (Dick) Cobb, John Engelman, Gerard Nowaczyk, Michael Mautino, Kirk Hunter, Renee Brown, Mary Moore, Kristin Hayslip, Donna Neal, Kim Millspaugh, Ann Sullivan,
Guests: Jerry Fauvor, Jill Treby, ACS staff, Barbara Moriarty, DAC

Mary Moore called the meeting to order at 8:10 am.

Agenda was approved.
Minutes were distributed and approved by email
Introductions were made.

Old Business:

1. Officer / Committee Reports were distributed electronically
 - Updates
 - Treasurer: Donna Friedman stated all funds had been received.
 - Program chair: Kristin Hayslop –discussed programming for Salt Lake meeting not yet available.
 - Motion:** Kirk Hunter made motion to accept all reports as submitted, Seconded by John Engelman. Motion passed

2. Strategic Planning
 - Goal 1 Marketing
 - No discussion
 - Goal 2 Website – Kim Milspaugh
 - Kim showed the new web, which will be moved from [Http://acs.membership.org/](http://acs.membership.org/)



- The new web page has both public areas for use by the membership and private areas for the executive cabinet.
- The public areas of the website include forum and discussion group capabilities, picture gallery, and an area within community builder where classified ads can be posted for jobs. The site could also sell advertising space.
- The website has the capability to allow online payments through a PayPal account for events, workshops, seminars and other activities, but it will not link to ACS activities. The PayPal account is presently only set up to collect division affiliates membership. The cost of the PayPal service is \$0.35 per transaction. Kim Millspaugh will set up account to allow for other payments.
- Kim will set up a special TECH email account for membership registration which will be forwarded to both Donna Friedman and Mike Mautino.
- Kim will attempt to set up automatic renewal notice for TECH members
- **Motion:** Kirk Hunter motioned that a PayPal account be set up for membership registration. John Engelman seconded, Motion passed.
- Kim will load links to online job openings for different companies including a link to ChemJobs
- The website will be beta tested by Debbie Bailey, Mary Moore, Ann Sullivan, Kirk Hunter, Mike Mautino and Kristin Hayslip with a first assessment due on September 5, 2008 and a final assessment due on September 20, 2008. A communication will be sent by email and postage mail to all members about the new website on September 20, 2008. The website will go live on October 1, 2008.
- Goal 3 Training Classes – no discussion
- Goal 4 Mentoring – no discussion
- Elections completed by Survey Monkey and Mail. The results are as follows:
 - Deb Bailey Chair
 - Bridgid Backus Chair Elect
 - Donna Friedman Treasurer
 - By-Laws amendments Passed
- TECH Name Change Proposal
 - Status deferred until results of Summit are determined.



- SERMACS November 12-15th, Nashville, TN.
 - TECH will co-sponsor with NETTAG a ½ Day Symposium
 - John Engelman, Deb Bailey, and Kristen Hayslip will give talks
 - Tom lane is keynote speaker
- Applied Chemical Technology Summit
 - Applied Chemical Technology Summit Questioner was launched in early August, Over 350 received to date. Summary will be used at Summit.
 - Debbie Bailey reported with the help of several executive officers, committee chairs and TECH members planning for the Summit to be held in Washington, DC with representatives of ACS governance, TECH, CTA, LSAC and DAC is progressing.
 - Dick Cobb presented "What is expected from the Applied Chemical Technology Professionals Summit" outlining several steps:
 - Document what we expect to get out of this summit.
 - Quantify who are the "we".
 - "What can technicians in the field of chemistry and related sciences and the American Chemical Society do to work hand-in-hand to make the ACS the professional home to these technicians while giving them avenues in which to strengthen, nourish and expand their careers.
 - do we need both the CTA and TECH to address the needs of chemical and process technicians?" "Do we need either?"
 - Summit invitations The team decided on the people that should attend the Summit. The attendees were divided into 2 tiers. Tier 1 = attendees Tier 2= alternate attendees
 - Tier 1: LSAC representative, CA Associate John Katz, ACS STAFF, Secretary's office representative, WCC (Amber Hinkle Chair), YCC (Michael Hurrey Chair), DAC Liaison Barbara Moriarty, DAC Staff - Jill Treby, Kathleen Thompson, John Hockman (Facilitator), Mary Moore, Deb Bailey, Mike Mautino, Ken Chapman, Kristin Hayslip, Richard Cobb, John Engelman, E.T. Gradney, Donna Friedman, Tom Lane, CTA Liaison – Blake Arson, Jodi Wesemann
 - Tier 2: WCC staff liaison, YCC staff liaison, Continuing Education (Bryan Tweedy), Monica Carrier or Kathy Collins, Division that has one division and 1 committee



- Sponsors for National Chemical Technician Award were announced.
 - Eastman Chemical Company (2009)
 - Dow Corning Corporation and ACS President (2010-2011)
- Grants and Awards were discussed.
 - Awards
 - Corporate Associates (\$10,000 approved) Summit
 - Applied \$7,500 DAC Innovation Grant for Summit
 - Applied for \$5,000 for Educational Courses from DAC Innovation Grant. – did not get
 - Pending receiving other funds (\$500 from 2015 Grant for Summit) - received
 -
- The membership report was presented by Michael Mautino. TECH has 17 charter members –
 - **Motion:** A motion was made by John Engelman to do something special for these members at a maximum cost of \$10 each. Deb Bailey seconded the motion. No discussion was given. The motion passed.
 - Mike Mautino will draft a letter, Mary Moore will sign and send out the letter to the 17 charter members

New Business:

1. Leadership pipeline and Division Status

- Deb Bailey suggests that the chair serve for a longer term (2 years) with only one TECH executive meeting per year
 - Kirk Hunter countered with having two TECH executive meetings per year but they be shorter, have more of the business be handled by email.
 - Mike Mautino stated that being together is collaboration, recruitment is easier. Collaboration with other divisions/ sections/ contacts is invaluable and would be lost if TECH did not attend the national meeting.
 - Deb Bailey stated TECH would meet at Salt Lake and Washington, but if the decision is made to meet only once per year. TECH would then submit only one program per year at the national meetings.



- The discussion was tabled for further discussion at the Salt Lake executive committee meeting.
- Mike Mautino proposed that CTA cosponsored with TECH a "Best overall TAG award", possibly a ChemLuminary (\$1700 per award)
 - **Motion:** John Engelman motioned that TECH financially support best overall TAG award as ChemLuminary. The motion was seconded by Kirk Hunter and the motion passed
- Committee Chairs
 - Deb Bailey will reevaluate the committee structure and determine if some of the committee responsibilities can be combined and some task for each committee be eliminated before the next meeting. The suggestion was made that the Tag awards chair be responsible for the TAG oversight and the Program chair and the workshop chair responsibilities be combined. The committee chair appointment is at the discretion of the Executive officer.
- Programming Update
 - Salt Lake City Spring 2009
 - Kristin Hayslip will help schedule CTA meeting, CTA/TECH meeting for Sunday, Award Dinner for Sunday night, TECH executive and open meeting for Monday and presentation of papers for Monday, Scimix will be held Monday evening, Emulsion workshop possibly for Tuesday and CTA kickoff Tuesday afternoon
 - Deb Bailey suggests TECH offer some recompense for emulsion workshop presenter. The cap on presenter compensation is \$1500 for registration and travel.
 - **Motion:** Deb Bailey motions that TECH cover up to \$1500 for workshop presenters travel and registration, will all receipts given to TECH. John Engelman seconds, motion passed.
 - **Motion:** Deb Bailey motions that a charge is \$25 be placed on the emulsion workshop. Mary Moore seconds and the motion is passed.
 - Washington Fall 2009 The following items were suggested as programming for the Fall 2009 meeting.
 - CTA – TECH meetings
 - Do not offer a leading change workshop
 - Workshops



- How to give a presentation: Burt Peters
 - fragrance workshop
 - Celebration for the CTA/TECH anniversary - 15 years for TECH and 45 years for CTA
 - CTA TECH panel discussion
 - Social with 4 – 5 past presidents
2. IAC Representative – Atila Pavlath spoke about the international activity committee – He emphasized the following points:
- How can we extend the divisions activities worldwide with entities of similar goals
 - Asia, Europe, south America and Africa are becoming globally important.
 - The First step is to establish contact with one of the 56 other scientific societies outside of the US. A possible connection could be made with the European chemical and molecular science society EUChemS
<http://www.euchems.org/>
3. Pass the Leadership roles
- Deb Bailey chaired the meeting after the passing of the gavel. Mary Moore gave gifts of appreciation to all Executive committee and committee chairs. Deb gave Mary a gift and past chair pin
 - **Motion:** John Engelman motioned that the ballots be destroyed, Kirk Hunter seconds and the motion was passed.
 - Deb Bailey opened nomination for positions
 - Councilor
 - Alternate councilor
 - Secretary – Ann Sullivan accepted nomination

Motion: John Engelman made the motion to adjourn, Donna Friedman seconded. The motion passed.

The meeting adjourned at 10:30 a.m.

Respectively Submitted

Division of Chemical Technicians, Inc.



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AMERICAN CHEMICAL SOCIETY



A handwritten signature in black ink, appearing to read "Ann M. Sullivan".

Ann M. Sullivan
Secretary of ACS, Division of Chemical Technicians, Incorporated