



## American Chemical Society Carolina – Piedmont Section

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Minutes for the January 28, 2008 meeting of the Executive Committee of the Carolina-Piedmont Section of the American Chemical Society at BASF, 4330 Chesapeake Drive, Charlotte, NC.

Attending:

Matthew Chan  
Thompson Freeman  
Anne Hawking  
Marilyn Sikes  
Cliff Calloway (Call in)

Absence:

Cliff Carlin  
Marilyn Martin-Schwan

1. Call to Order: Anne Hawking called the meeting to order at 6:10 PM. Minutes of the last Ex Meeting read and approved.
2. Treasurer's Report: Tom Freeman.  
The following items were discussed and reviewed:
  - Draft copy of the 2007 incomes and expenses report.
  - Proposed 2008 budget.
  - Updating the Bank of America Section Checking Account record.  
Secretary to provide a letter and minutes of this meeting to Tom so he can contact BoA to update the record.
  - Audit. An internal audit is due for 2008. Tom is going to follow up on this issue.
3. Meeting Schedule for 2008:  
We have speakers for 5 of the 8 meetings. A proposal for the September meeting at ASC and possible NCW as the meeting theme (Anne to contact Dale W.), December meeting would be a social get together. May meeting is still open. Possible change of the Speaker's topic for the October meeting, Matthew to follow up with the speaker. The April Tour Speaker may be pre-empted due to the Student Award night.
4. Elections:  
Councilor – Marilynn Sikes (incumbent). Mail ballot to be sent out ASAP.  
Secretary – Christian Grattan, Winthrop. Nominated by Cliff C.  
Chair-Elect – Open. Dan Rabinovich, UNCC, was suggested. Anne to contact him.  
  
Member at Large – Open. Several names were mentioned and discussed. TBD.  
Alternate Councilor. Anne received an e-mail from Marilyn Martin-Schwan on Jan 28, 08 that she is resigning from the post effective immediately due to workload and personnel reasons. Position to be filled at a later date.
5. Annual Report: Cliff Calloway to finish up the report by this weekend. Ex Committee Members who has password access to the report were encouraged to review the report.

6. Newsletter:  
E-version of the newsletter is tentatively set for September 08 issue. Anne and Cliff is going to address the details of what needs to be done with Cliff Carlin. Also there was a brief discussion of combining the newsletter/ editor's job with the web master.
7. Website:
  - February meeting notice is on the website.
  - Chair's message, 08. TBD
  - Revision of the Ex Committee Roster. TBD.
8. Councilor's Report:  
The Fall 07 National Meeting report has been posted on the web at the end of September, 07.
9. Committees:  
Varies Committee posts were discussed and active Committee Chairs identified.
10. Other Business:
  - Vision & Goals for 2008 was presented by Anne, a brief discussion follows.
  - Job descriptions. Tom, Hally and Matthew have worked on this 2 years ago.  
Matthew is going to secure a copy of the report for the next Ex Meeting.
  - No other new business.

The meeting adjourned at 8:10 PM.