

AMERICAN CHEMICAL SOCIETY  
CENTRAL REGION  
[www.acscentralregion.org](http://www.acscentralregion.org)

Steering Committee Annual Business Meeting  
54th Central Regional Meeting  
Friday, November 8, 2024  
1:00 - 3:00 pm

**MINUTES w/ ACTION ITEMS**

*seven members present shall constitute a proper quorum for conducting business*

Attendees: Mark Benvenuto, Logan Miller, Matt Price, Edith Kippenhan, Mike Kenney, Partha Basu, Sue White, Sean Hickey, Tim Brewer, Brenda Snyder, Frank Butwin, Mark O'Brien, Charnita Short (ACS Staff)

1. Call to Order – Mark Benvenuto, Chair Central Region ACS, Detroit Valley Section
2. Approval of Minutes of the previous meeting – June 23, 2023
  - a. *Motion to approve: Brenda Snyder*
  - b. *Second: Mike Kenney*
  - c. *Vote: motion passes*
3. Actions of the Executive Committee since previous meeting
  - a. Regional Board Chair meetings
4. Treasurer's Report
  - a. *Account Balances:*
    - i. *Money Market \$108,238.88*
    - ii. *Secure Checking \$31,061.41*
    - iii. *Shares \$5.02*
  - b. *Transactions – dividends, bank fees, \$2000 grant to Pittsburgh CERM*  
*Discussion: how do we compare to other regions? Not sure says Charnita*
  - c. *Detroit – repayment of \$2000 loan?*
  - d. *Motion to accept report pending audit:*
    - a. *Motion to approve: Mike Kenney*
    - b. *Second: Brenda Snyder*
    - c. *Vote: motion passes*
  - e. *Opening Bank account with another bank*  
*Own EIN, non-profit dependent on location Ohio vs MI - Mark O' Brian please look this up.*
5. Report from the 53<sup>rd</sup> CERM – CERM 2023, Detroit Section  
*Not sure who has copies of Excel files from Mary Kay*  
*Several sponsors, vendors, registration – netted \$12,013.60; 25% to go to region; BASF gave \$20k donation*
6. Report from the 54th CERM – CERM 2024, Pittsburgh Section

*Successful, 579 registrations, financials \$50k sponsors \$15k vendor, food etc \$30k AV costs too.*

*Universities can be sponsors or vendors to save them money.*

*Graduate fair vendors, opportunity to be in Exhibitor fair as well.*

*Same tables at discount price, literature only*

*PROBLEM: many from colleges came only for poster session and left again, Tech sessions have all been full.*

*Hotel full.*

*Send template for Final Report to Logan and Matt, Mark too – on Google drive*

7. Report of the preliminary budget for the 55th CERM Cleveland Section (2025)
  - a. Request for note to PowerPoint presentations to have a minimum font, ADA color scheme
  - b. Request for discounted registrations for young professionals, students, especially if section is flush and meeting is generating a large surplus; remember that travel and hotel costs are a large consideration of coming to the conference as well
    - i. Cheaper hotel down the road or dorm rooms, room sharing?
      - *Mike Kenny, Cleveland: not ready to host in spring 2025. Nov to May/June too short. Fall 2025 won't work for them either.*
      - *Intent is that Cleveland, Akron, NE OH would host. Hope to get a strategic planning grant – host a regional meeting, with Rubber Division. Their “world congress” is in the Spring.*
      - *Thoughts on what to do instead?*
      - *Need to have steering committee meeting in spring when Pitt hosts.*
8. Report from other CERM committees:
  - a. 56<sup>th</sup> Cincinnati (2026) – *follow up to get dates, location*
  - b. 57<sup>th</sup> Joint CERM/GLRM (2027) – *why is this a joint meeting? Anniversary that prompted them to request to host joining that year*
  - c. 58<sup>th</sup> Detroit (2028) – *Detroit is hosting in Detroit proper, more accessible to students, Sean Hickey as General Chair for 2028 CERM. Looking for hotels, trying to get national meeting in Detroit. Host in June for HS teachers. Higher numbers in Pitt because summer research was presented by undergrads maybe.*

*Motion to approve Sean Hickey as General Chair – Sue White*

*Second – Brenda Snyder*

*Motion passes*

9. Consideration of future host sections and sites and scheduling of CERMs
  - a. Motion to approve: no motion was offered
  - b. Second:
  - c. Vote:

*Programming thoughts: Midland, Dale LeCaptain – wants to volunteer and be on the Steering Cmte*

*2029 Cleveland, 2030 Midland?*

10. Webmaster update – Joey is doing international FDA inspections so he can't keep up and Heather is super busy too.

Mike Kenney will reach out to someone. He does Cleveland's website.

11. New officers

a. Election of Secretary/Treasurer 2025-2027

Nominations - *Edith Kippenhan, current Secretary/Treasurer*

a. *Move to accept current Secretary/Treasurer: Mike Kenney*

b. *Second: Sue White*

c. *Motion passes*

b. Appointment of Awards Liaison Chair (HS Teacher Award) – 3 yr term

*Sue may have someone – HS teacher now on Exec Board. Baptiste Joalland?*

c. Appointment of Region Webmaster

12. Establish Bylaws Committee

*Per last meeting, update and split into Bylaws and Standing Rules and Procedures*

*Mark O'Brien – CnB would help support but not review necessarily. Amy M*

*Members of committee: Mike Kenney has a person to suggest who was on CnB, Dwight?,*

*Brenda Snyder, Mark Benvenuto, Edith Kippenhan, Logan Miller*

13. New business

*Support up to next 3 conference years of chair and another to travel to and attend Regional Board training/meeting hosted by ACS:*

a. *Motion to approve: Brenda Snyder*

b. *Second: Sue White*

c. *Vote: motion passes*

*Leadership Institute suggestion: CERM Chairs should go to Local Section track*

*Budget showing breakdown of expenses is needed.*

*2025 summer meeting in person, virtual possible – Bylaws update, Student Travel Award update*

*Could Cleveland host a poster session for undergrad and Project Seed in Fall 2025? Lunch? Dinner? David Ross is chair..... If yes, then Steering Committee Meeting then.*

*Reminder: Student Travel Award committee needs to get working on it.*

*Frank Butwin – how to spend down money, CDs?*

*Mike Kenney – volunteer if not a Councilor*

*Safety grant – see bottom of Agenda. Mark to look back at Financial Records to see if we received the \$9,000 for the Safety Grant. Mark O'Brien to look into specifics of the Safety Grant and what constitutes proper Safety Programming.*

*Need MOU signed by Cincinnati, Final Reports from Detroit and Pittsburgh*

14. Welcome Co-Chairs of the Central Region, Logan Miller and Matt Price, Pittsburgh Section

15. Adjournment

- a. Motion: so moved by multiple (Brenda, Sue, Mike K)

REMINDER: Each section should have ONE delegate preferably for a three (3) year term.

REQUEST: Examine your choices and try to make each meeting a ZERO WASTE event. Single-use plastics should be replaced by multi-use or compostable options.

NOTE: The Steering Committee voted in 2023 [to support travel of CERM organizers 2-3 years out to the leadership conference, up to 2 from each CERM.](#)

### ***Article 9. Amendment of These Bylaws***

*These Bylaws may be amended following approval of the proposed change by at least two-thirds (2/3) of the members of the Steering Committee. Any proposed amendment must be presented by a member of the Steering Committee and received in writing by the Secretary/Treasurer, with an indication of the sponsorship of not fewer than six (6) members of the current Steering Committee, together with an explanation of the reasons for the proposed change to the Bylaws. The proposed change shall then be distributed by the Secretary/Treasurer for the approval or disapproval of each member of the Steering Committee. Should the proposed amendment not be approved in writing within twelve (12) months of the date of its distribution by the Secretary/Treasurer, the proposed amendment shall be considered disapproved.*

Update to:

These Bylaws may be amended following approval of the proposed change by at least two-thirds (2/3) of the members of the Steering Committee. Any proposed amendment must be presented by a member of the Steering Committee and received in writing by the Secretary/Treasurer, with an indication of the sponsorship of not fewer than six (6) members of the current Steering Committee, together with an explanation of the reasons for the proposed change to the Bylaws. The proposed change shall then be distributed by the Secretary/Treasurer for the approval or disapproval by each member of the current Steering Committee. Should the proposed amendment not be approved in writing within twelve (12) months of the date of its distribution by the Secretary/Treasurer, the proposed amendment shall be considered disapproved.

### **Grant Opportunities:**

Safety Programming at Central Regional, ACS Meetings

The region received a \$9,000 grant from ACS National (2020 or 2021) as part of President Bonnie Charpentier's term.

- General Chairs may apply for a \$3,000 grant for Safety Meeting programming.

Committee on Chemical Safety (CCS) High School Chemical Safety Grant

<https://www.acs.org/funding/grants/ccs-high-school-chemical-safety-grant.html>

#### **Purpose**

The purpose of the the CCS High School Chemical Safety Grant is to promote chemical safety excellence in secondary education in one of the following areas:

- Integrating chemical safety into curriculum (e.g., Incorporating risk management, [RAMP](#), into lab activities, teaching risk assessment to students and creating a culture of safety in the classroom).

- Advocating for safe chemical practices (e.g., developing and implementing peer professional development for teachers and administration, obtaining Chemical Hygiene Officer training).
- Improving chemical safety infrastructure (e.g., improvements in chemical storage, inventory management, ordering, or waste disposal).

**Description**

Middle or high school science teachers can request up to \$3,000 to fund actions or opportunities that will improve chemical safety in their teaching environment.

Grants may be used for:

- Attending an approved (ACS, NSTA, AACT) safety workshop
- Personal Protective Equipment or informational materials for the laboratory
- Safety oriented professional development
- Chemical Hygiene Officer (CHO) Training
- Inventory and ordering management program
- Compensation for safety consultants
- Substitute teacher pay

Grants may **not** be used to:

- Pay indirect costs, administration fees, salaries or stipend
- Reimburse for courses already completed
- Purchase chemicals or experimental materials for student

Volunteer to help with Bylaws: Dwight Chasar - see Mike Kenney's email