

SAS GOVERNING BOARD MEETING MINUTES

TUESDAY, OCTOBER 4, 2011 4:30 P.M.

GRAND SIERRA RESORT - RENO, NV

McKINLEY ROOM

I. Call To Order 4:35 Curtis Marcott

II. Roll Call Katherine Bakeev

President- Curtis Marcott present
President-Elect – Mary Kate Donais present
Past President - Fred LaPlant present
Secretary - Katherine Bakeev present
Treasurer - Paul Bourassa absent

Appointed Members

Membership Coordinator - Gloria Story present
Web Editor - Ron Williams present
Newsletter Editor - David Butcher present
Student Representative - John David McElderry present
Regional/Technical Section Affairs Coordinator- David Heaps present
Parliamentarian - Diane Parry present
Journal Editor-In-Chief - Peter Griffiths present
Journal Editor - Michael Blades present

Staff

Managing Editor of Journal: Rebecca Airmet present
SAS Executive Director - Bonnie Saylor present
SAS Office – Stephanie Iocco present
SAS Office- Victor Hutcherson present (setting up for awards)

SAS Governing Board Delegates

2011-2012

Greg Klunder present
Heather Brooke present
Luisa Profeta present
Giriprasath Gururajan present
Junxin Chen present

2010-2011

Steve Barnett present
Robert Lascola present
Karla McCain present
Mike Morris present
John Wasylyk present

Regional Section Members

Rina Dukor	present
John Jackovitz	absent
Douglas Shrader	present
Larry Nafie	present
Debbie Peru	absent
John Chalmers	present

SAS Governing Board At-Large Members and Regional/Technical Section Members

Baltimore Washington	David Heaps	present
Chicago	Doug Shrader	present
Cincinnati	Gloria Story	present
Cleveland	No Delegate	
Delaware Valley	No Delegate	
Detroit	Ian Lewis	present
Houston	No Delegate	
Indiana	No Delegate	
Intermountain	Joel Harris	present
Mid-Michigan	No Delegate	
Minnesota	No Delegate	
New England	Richard Crocombe	present
New York	Lydia Breckenridge	present
Niagara Frontier	No Delegate	
Northern California	No Delegate	
Ohio Valley	No Delegate	
Pacific Northwest	No Delegate	
Penn York	No Delegate	
Piedmont	David Butcher	present
Pittsburgh	No Delegate	
Rio Grande	No Delegate	
Rocky Mountain	No Delegate	
Snake River	Peter Griffiths	present
St. Louis	No Delegate	
Toledo	No Delegate	
United Kingdom	John Chalmers	present

Technical Section Delegates

Process	No Delegate	
Forensics	No Delegate	
Atomic	Paul Farnsworth	present
Coblentz	Ian Lewis	present
CNIRS	No Delegate	

Student Section Delegates

Arizona State University	No Delegate	
Brigham Young University	No Delegate	
Truman State University	No Delegate	
University of Delaware	No Delegate	
University of Idaho	No Delegate	
University of Utah	No Delegate	
University of Wisconsin- Milwaukee	Steven Kopitzke	present

Guests

Newly Elected Secretary - Michelle Meighan	present
Newly Elected Student Representative - Ryan Schmeling	present
Allen Press - Ed MacMillan	present

The roll call is taken, and there is a voting quorum for the Governing Board.

III. Introductions Curtis Marcott

President Curt Marcott welcomed new members of the SAS Governing board. The new 2011-2012 Governing Board delegates are Greg Klunder, Heather Brooke, Luisa Profeta, and Giriprasath Gururajan. The newly elected student representative is Ryan Schmeling, UW Milwaukee, and the newly elected secretary is Michelle Meighan.

Curt also acknowledged SAS treasurer Paul Bourassa who prepared the treasurer's report but was not able to attend today's meeting due to health reasons.

Thanks to Fred LaPlant for serving as SAS President and his years on the Executive Committee. Fred's term on the EC ends at the end of 2011.

Thanks to John David McElderry for his service as the SAS student representative.

Katherine Bakeev will be president-elect in 2012. As Curt Marcott ends his term as SAS president in December 2011, he introduces Mary Kate Donais as the SAS president from January 2012.

IV. Meeting Rules of Order Diane Parry

The meeting rules of order were read by Parliamentarian Diane Parry.

V. Approval of Minutes from October 19, 2010 Governing Board Meeting

Rina Dukor moves to accept the 2010 Governing Board meeting minutes as written with a second by John Chalmers. No discussion. The minutes were approved as written.

VI. Reports

A. President	Attached
B. Secretary	Attached
C. Treasurer	To Be Presented
D. Executive Director	To Be Presented
E. Journal Editor	Attached
F. Newsletter Editor	Attached

G. Web Editor	Attached
H. Membership Coordinator	Attached
I. Student Representative	Attached

Sponsorship and advertising for 2011 is looking good. There is a decline in membership and journal subscriptions. John Chalmers makes a motion to accept all the executive committee reports, with a second by Rina Dukor. All the executive committee reports were accepted

VII. National SAS Committee Reports

A. Awards	Attached
B. Constitution and Bylaws	No Report
C. Regional and Technical Section Affairs	To Be Presented
D. Nominating	No Report
E. Publications	Attached
F. Publicity	To Be Presented
G. Tour Speaker	Attached
H. Meggers Award	Attached
I. Strock Award	Attached
J. Lippincott Award	Attached
K. Tellers	Attached
L. Fellows	No Report
M. Long Range Planning	No Report

David Heaps presents an update on the Regional and Technical Sections Affairs. He notes that the progress on student sections is going well. Conversations have also begun on starting a regional SAS section in Denmark; Japan has also expressed interest. Curt Marcott notes that there is interest in regional groups in Asia as well.

Publicity did not provide a report but much of their activities are covered in membership committees report.

Paul Farnsworth moves to accept National reports that have been supplied; John Wasylyk seconds the motion. John Chalmers notes that the Tour speaker report does not include the 2011 UK tour speakers – which included Max Diem and Richard Dluhy (who are included in the UK section update in the July

newsletter). The Tour speaker report is for 2012 tour speakers, so these speakers would have been in 2010 report.

All National reports accepted by unanimous vote.

VIII. Delegate Reports

A. FACSS

Attached

B. Chemical Heritage Foundation

To Be Presented – included in packet

Curt Marcott was present at the Chemical Heritage Foundation mtg in April 2011, along with SAS representative David Trimble. Details on the meeting can be found in the attached report. Heather Brooke moves to accept the delegate reports; Dave Heaps seconds. Delegate reports are accepted unanimously.

IX. Unfinished Business

A. Applied Spec Ad Updates

Ed MacMillan

Ed MacMillan stated 2011 has been good year for advertising. Even here at FACSS he's picked up some new clients for 2012. The outlook for 2012 is pretty good, though in general the economy is murky. He is happy to report that companies that support SAS have continued to stand by and support us.

B. SAS Day at FACSS

Gloria Story

Gloria Story reports that the SAS members-only event of the Lake Tahoe boat ride was a success on Sunday Oct 2nd – with near capacity attendance. The bus trip allowed all to enjoy the local scenery. The options for the 2012 SAS day at FACSS (Scix) are a Murder Mystery, as well as a bowling. The membership committee recommends that the GB accepts the recommendation for the Murder Mystery event which will include a meal. The committee feels that interaction for networking would be better with the Murder Mystery, as opposed to having a competitive event in terms of bowling. Rina Dukor makes a motion to accept the Membership committee's recommendation of Murder Mystery. Doug Schrader seconds. The motion is accepted unanimously.

The membership committee also discussed adding a "Member of the Month" feature to the website, which may include a video interview of members to see how SAS has impacted their lives. There is interest in having a distribution of members represented: students; full, emeritus and vendors. Rina Dukor thanks the committee and the SAS office for hosting these events as they are very good networking events. Gloria Story is thanked for her work on the membership committee with a round of applause.

C. Symposia at PITTCON

All

Pittcon has enjoyed the SAS-sponsored symposia in recent years, and already for 2012 there are symposia organized (Bruce Chase – Tunable lasers and Jim Holcombe for Laser Ablation). Ideas are being solicited for the 2013 Pittcon Symposia. Please contact Mary Kate Donais with ideas. Pittcon prefers organizer who have strong name recommendation. The symposia need to be approved by Pittcon.

John David McElderry introduces Steve Kopitzke of the UW-Milwaukee student chapter which started 2 years after their originating president attended FACSS and was motivated to create a section. They are focused on education, and have done outreach to area schools. They have done a forensic demonstration at local high schools using analysis by UV-vis and data analysis in Excel. After the experiment, there is then a summary of the theory of what the experiments were about. The section has also been recognized by their university, with some publicity in some of the university publications. They plan to expand this program, and continue to visit 5-6 high schools in the coming school year. David Heaps asks if they can supply some write up that can be included with the SAS website and/or newsletter. They would like to when they have university clearance to do so.

David Heaps suggests we may want to establish a best student section award as well, and will take this up with his committee.

X. New Business

A journal update is provided by Peter Griffiths who highlights changes that have been accomplished in 2011 by efforts of Rebecca Airmet in reducing production costs by about \$5-6K/ month thanks to improvements in the publishing process.(see Journal Editor report for details). He also notes that the Focal point articles have now been published on a monthly basis, and will continue to be so for several more months (have commitments for them). Do members find these Focal Point articles useful? Comments can be addressed to Peter Griffiths in person later, or via e-mail.

A. Journal Editor Vote

All

Peter Griffiths' term as Editor in Chief will end at the end of June 2012. He is thanked with round of applause by all. The Publications committee recommends that Prof. Mike Blades succeed Peter as Editor-in-Chief. The EC recommends that Mike Blades be named Editor in Chief. Mike Morris has made motion that the Governing Board accepts the recommendation of the Publications committee. Ian Lewis seconds. Discussion ensues on whether this position should be shared. Peter started that indeed there should be one chief, and then the editor – as it has been for many years in the past. With a highly competent Managing Editor the current structure works well.

The motion to accept recommendation of Mike Blades as Editor in Chief is approved.

B. New Website Features

Bonnie Saylor

A Website update is provided by Ron Williams who points out that the SAS website is becoming the central repository of information for the Society. The functions of the search engine, member login, member directory, and jobs have been fixed – adding value to the website. There are also many background activities going on for the website to support the operation of the office and its work flow. We now have the ability to use Google Analytics to track activity on our website, which can help us understand our visitor demographics, and guide us in how to update content, as well as help us determine areas of interest to pursue as the Society. Mike Morris notes that the website expenditure has been high for 2011 and will also be so in 2012. Curt Marcott states that this is an investment in the Society's infrastructure.

Curt Marcott gives an introduction to the budget stating that we are projecting a deficit for 2011 and 2012, which will require us to take money out of our reserves – which the Society does have. Bonnie Saylor and the EC will be keeping an eye on this, and take efforts to save costs in other areas to help keep things in balance for the Society.

Bonnie Saylor gives an overview on the budget. The Society's revenue has been hit by a decrease in membership and subscriptions, which is an area of concern. The EC and Publications committee are looking to find ways to improve this situation for the future. SAS is estimating a decrease in other journal income which comes about by our change in color page charges that were agreed at Pittcon 2011 (\$600/page for color, now at \$150 color charge/paper, and no charge for member authors). With this change in revenue, it appears that most authors do not want to pay anything for color. As page charges come from grants, etc, and membership fees come from personal funds, it appears authors are not willing to spend their funds for the dues, and therefore the incentive of no color charge for members has not enhanced our membership. The Publications committee is now looking to offer the corresponding author who pays the color charge a one-year society membership. Mike Morris asks why Applied Spectroscopy is still publishing in paper. Ed MacMillan points out that our \$270K advertising revenue is for print ads, so we can expect to lose most of that revenue if we have no print edition. Rebecca Airmet discusses that members have raised the point that the print journal is the greatest membership benefit.

Society expenses increased due to some staff salary increases, as well as overtime that was needed for the website work. Journal expenses have been managed very well; internet services have increased greatly due to the efforts for the website. Bonnie Saylor stated that in her 15 years as Exec director this is the 2nd time we have had to dip into the reserve to support annual operating expenses (previous time was to get all the print journals to electronic copy). The increased internet cost is related to the maintenance of a more sophisticated systems related to our website (including the office record keeping and accounting, etc) and is paid to our ISP. 2011 deficit projected to be about \$4600, but there may have more advertising revenue, and decreased journal costs, so indeed 2011 final numbers after audit may not show a deficit.

The 2012 budget includes \$20,400 of yearly maintenance for the internet. The projected deficit for 2012 is \$27750 at this time based on the budgeting around expected revenues. The full internet fees will then revert back to \$20,400 in 2013 when the website development work will have been completed, including the background work around the office workflow that will be part of our internet and website costs. Rina Dukor states that our moves to upgrading the Society to a more current technological state with the website, does justify the expenses and the use of reserve funds for the betterment of the Society. She strongly supports this effort. Robert Lascola asks about efforts to generate more sponsorship and ad revenues that are more geared to our website. Ed MacMillan states that generating ad revenue from web sites is a very difficult business proposition, and thus far not been done to great success by anyone.

Joel Harris voices his support for the website development. Joel Harris moves to accept the budget, and this is seconded by Rina Dukor. Joel calls the question. The SAS 2011 budget is accepted as reported.

Executive Director Bonnie Saylor thanks Stephanie Iocco, Victor Hutcherson & Mary Anne Ohlhoff for all their efforts and long hours in support of the website. Curt Marcott, Society President, also thanks the office staff for this computerization that also includes all the office activities. Mike Morris emphasizes the

importance of realizing the efforts are well beyond just website development, but also includes the office services and therefore the costs can be better accepted.

Rina Dukor asks if the SAS by-laws need to be updated now that FACSS will be called Scix. Mary Kate Donais will look into the wording of by-laws to see if there need to be revisions.

Rina Dukor acknowledges Joel Harris for attending meeting and his insightful comments. Curt acknowledges Jim de Haseth, a past president of SAS who did early, volunteer work on the SAS website development.

XI. Adjourn

Dave Heaps makes a motion to adjourn the meeting; seconded by Doug Schrader. President Curt Marcott adjourns the meeting at 6:07 PM.