**SAS GOVERNING BOARD BUSINESS MEETING**

**TUESDAY, OCTOBER 23, 2018 4:00pm**

**ROOM A708**

**ATLANTA MARRIOTT MARQUIS**

**ATLANTA, GEORGIA**

I. Call to Order Mike Carrabba

MC called the meeting to order at 4:00 PM

II. Roll Call Ian R. Lewis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | Name | Initials | Attendance | Voting |
| President | Mike Carrabba | MC | Y | Y |
| Past-President | Greg Klunder | GK | Y | Y |
| President elect | Rob Lascola | RL | Y | Y |
| Treasurer | Diane Parry | DP | Y | Y |
| Secretary | Ian R. Lewis | IL | Y | Y |
| Executive Director | Bonnie Saylor | BS | Y |  |
| Office Manager | Stephanie Iocco | SI | Y |  |
| Parliamentarian | Ben Manard | BM | Y |  |
| Editor-In Chief | Mike Blades | MB | Y |  |
| Editor | Sergei Kazarian | SK | Y |  |
| Managing Editor | Kristin MacDonald | KM | Y |  |
| Marketing Manger | Andrew Whitley | AW | Y |  |
| Guest Newsletter Editor | Shawn (Xiaoyun) Chen | SC | N |  |
| Guest Web Editor | Lynn Zhang | LZ | Y |  |
| Section Chair | Gloria Storia | GS | Y |  |
| Directory of Advertising TPM | Bill Cunningham | BC | Y |  |
| Student Representative | Tony Lamos | TL | Y |  |
| Guest Sage | Louisa Strain | LS | Y |  |
| Guest Sage | Lucy Price | LP | Y |  |
| **Elected Governing Board Delegates** | | | | |
| Exp 2-28-2019 | Michael George | MG | N | Y |
| Exp 4-30-2019 | Glen Jackson | GJ | Y | Y |
| Exp 6-30-2019 | Brian Marquardt | BM | N | Y |
| Exp 12-31-2018 | Jean-Francois Masson | JFM | N | Y |
| Exp 8-31-2019 | Scott Rudder | SR | N | Y |
| Exp 3-31-2019 | Laura Bush | LB | Y | Y |
| Lifetime | Rina Dukor | RK | Y | Y |
| Exp 2-28-2019 | Jay Kitt | JK | N | Y |
| Lifetime | Isao Noda | IN | Y | Y |
| Lifetime | Alex Scheeline | AS | Y | Y |
| **Regional Section Delegates** | | | | |
| Baltimore Washington |  |  |  |  |
| Chicago |  |  |  |  |
| Cincinnati |  |  |  |  |
| Cleveland | Gloria Story | GS |  | Y |
| Delaware Valley |  |  |  |  |
| Detroit |  |  |  |  |
| Intermountain | James Patterson | JP |  | Y |
| New England | Richard Crocombe | RC |  | Y |
| New York |  |  |  |  |
| Pittsburgh |  |  |  |  |
| St. Louis | Lynn Zhang | LZ |  | Y |
| United Kingdom |  |  |  |  |
| **Technical Section Delegates** | | | | |
| Chemometrics | Barry Lavine | BL | N |  |
| Process | Jim Rydzak | JR | Y | Y |
| Atomic | Debbie Bradshaw | DB | Y | Y |
| Coblentz | Mary Carrabba | MWC | Y | Y |
| CNIRS | Benoit Igne | BI | Y | Y |
| **STUDENT SECTION DELEGATES** | | | | |
| Brigham Young University | No Delegate |  |  |  |
| Clemson |  |  |  |  |
| Iowa State University |  |  |  |  |
| Purdue University |  |  |  |  |
| Truman State University |  |  |  |  |
| University of Delaware | William Gilbraith | WG | N |  |
| University of South Carolina |  |  |  |  |
| University of Wisconsin- Milwaukee | Ghazal Azarfar | GA | N |  |
| University at Buffalo | Christoper Brais | CB | Y | Y |
| **SPECIAL INTEREST SECTIONS** | | | | |
| ADIS | David Heaps | DH | Y | Y |
| **Additional Voting Delegate** | | | | |
| Second Past President | Ellen Miseo | EM | Y | Y |

III. Introductions Mike Carrabba

Welcomes and recognizes Editor and EiC changeover. Intro to RL as President in 2019. Thanks again to those who stepped up and help while MC was ill.

IV. Meeting Rules of Order Ben Manard

Reads As with past EC meetings, we will be operating under Robert’s Rules as we interpret and understand them at this meeting.  Decisions made during this meeting will be considered final.  If a clear interpretation or mutual agreement of the voting members, cannot be determined then the issue will be tabled until clarification is provided and an email vote will be performed

V. Approval of Minutes from SciX 2017 GB and Follow-up GB Telecon

 

**Motion:** GJ moves to accept GB Minutes from SciX and follow-up November TC and RD seconds.

Motion passes, All Ayes

VI. Officer Reports

A. President Report Filed



B. Secretary Report Filed

Secretary’s report consists of the minutes listed in Section V.

IL: I wish to thank my predecessor, Gloria Story, for her work as Secretary at SciX 2017 and through the end of 2017. Her contributions during that timeframe are incorporated in this report and I would like to recognize her for that.

C. Treasurer Report Filed



D. Executive Director



E. Journal Editor-in-Chief Report Filed



F. Newsletter Editor Report Filed



G. Web Editor Report Filed



H. Membership / Marketing Report Filed



I. Student Representative No Report Filed

J. Section Affairs Report Filed

 

Questions about officer reports. RD questions about the Budget for 2019. MC asks for specific questions. Budget is under the perview of the EC. RD – short review. 2019 in the budget.

**Motion:** Motion to Received reports into the record. AS moves and IL seconds.

MC – Discussion? RD asks to go through the budget. MC notes that the budget is part of the treasurer’s report and has been available to all via the Dropbox. MC noted that we will not go line by line through the budget as its been passed by the EC but if there are specific questions, would be happy to look at those. RD looks for budget.

DP – Notes that 2017 financials are even better than budget. $69k for 2017 and looking good for 2018, 2019 budget is highly conservative with upside. MC any other discussion.

Motion passes. All Ayes except for One Abstention (RD)

VII. National SAS Committee Reports

A. Awards Informational Only

 

B. Constitution and Bylaws No Report Filed

C. Nominating Informational Only



Report to EC at Pittcon 2018. Next report due Pittcon 2019.

D. Publications Report Filed



E. Publicity No Report Filed

F. Tour Speaker Informational Only

 

G. Meggers Award Informational Only



H. Strock Award Informational Only



I. Lippincott Informational Only



J. Tellers Informational Only



K. Fellows Informational Only



L. Long Range Planning No Report Filed

AS – Membership committee. One line that jumped off the page. Goal was to double membership. Everyone would be happy if that happened. No real plan to make this happen. Is it realistic to see significant growth? MC – Marketing under AW has Newsletter, Membership, and Website committees report to him. 2-hour meeting this week already. MC believes that doubling in 2019 is unrealistic. MC plan is not to stop the loss of members. Student membership free memberships a big concern. MC – Membership is one of AW key initiatives. AS – Notes he maybe a Black Cloud . AS – Plan is for a rosey future but shouldn’t we have a back-up if it doesn’t go in the right direction. When SAS came into existence then people sort the organization out. A change from them wanting us to us wanting them. What alternative is there? MC – Significant topic of EC meeting. If we don’t head this off what do we do? MC - Initiatives including Measure Venture and communication with Membership. Email communication is being augmented to contact existing members. We shouldn’t forget about them or them about us. Printed TOC is one initiative which will be mailed out to remind people about SAS and the Journal. Not a lot of money but tangible on their desk. AS – do the experiment. MC – Thanks for the questions.

LB – Looking for 2018 Tour report. 2019 Report is in the Dropboc. Ken Marcus 2018 report will be added to Dropbox for review.

**Motion:** Receive all remaining reports from the National Committee as filled. EM moves and LB seconds.

MC – any discussion, Ayes, No – Nay, No – abstentions.

VIII. Delegate Report

A. FACSS Report Filed

 

FACSS delegate report to the EC from SciX 2017 and report from Pittcon 2018 (covers the 1 year period from the last SAS GB meeting).

**Motion:** Move to receive the report of the FACSS delegate. AS motion and RD seconds.

LB – asks a question about Distribution. MC – There is a formula but would need to refer to the FACSS Bylaws on it. DP – relationship to SAS. Bring in funding is via a National Meeting. Agreement is to reinvest into FACSS. Surplus is a drive for SAS. DP – Help to have money. MC – FACSS is working on that including Site Selection. Specific rebates at some locations. GJ – FACSS EC considering languages on easing surplus. IL – Provides a surplus review on distribution, Tier 1 cities over last few years (approved by SAS), and impact of Tier 1 on budget.

**Voting** - Ayes, No Nay’s, 1 abstain (DP)

IX. Unfinished Business

A. Journal / Sage Updates Louisa Strain / Mike Blades

See Journal in Chief report (above)

LS presents slides summarizing the report.

EM – Does anyone see any downside due to churning in Academic publishing. LS – changes maybe in the future. MC – no actionable position for the GB. AS – Similar question to the Membership, Subscriptions small. LS – Subscriptions numbers doesn’t include Sage packages or OSA. KM – address EM question. Sage fabulous help of a professional organization. Much better arrangement coming via Sage. RD – Do we do follow-up? Didn’t review report – Why not subscribing, did they tell us? LS – Yes, we do follow-up. Variety of reasons. Some go to OSA, Some Sage packages. RD – Thanks LS for her work.

BM steps out at 4:41pm for an invited Talk. AW appointed temp parliamentarian (4:42 pm) to allow voting on remaining agenda items.

B. Sage Contract Addendum Mike Carrabba

MC- Changing the agreement. Better payment terms for SAS, other minor language changes, extend contract to 2025. MC - Asking for Authorization from the GB to enter into contract change.

**Motion:** Empower the President to finalize Negotiations and conclude an Agreement for Sage and Sign. Proposed by GS and seconded by EM.

RD – Ask about Legal review? MC – No, just language. EC have reviewed the language.

Motion passes, All Ayes

MC – Thanks the GB. Thanks Sage for their work – notes that they stepped up. Hopes to execute revised agreement tomorrow.

X. New Business

A. Marketing Update Andrew Whitley

AN – To answer AS point from earlier. Report is in the Dropbox. First point, two mission statements for committee. Regular planned and profession communication to members and potential members. Not done as good as we could in the future. Second, provocative, Doubling the members. AW believes possible. Noted the Vision 2020 limit of size. Marketing is marcom and market size (members and science community). Will ask Membership if we want to do something differently. AW do we want to double or triple membership or do we not want too. Could membership become free?

AS – If we have members who didn’t renew, can we see what value we could provide to cause renewal? Discussion of millennials and involvement in societies. What we do that works, what we do that we shouldn’t, what we could do?

AW – Key points. Social media coordinator – Fay Nicolson (post-doc in US, former PhD student at Strathclyde). She uses social media a lot. AW expects a lot and she has started but only on-board for a couple of weeks.

Volunteers – membership coordinator role and will not be filled without interviewing and needs to be very active. Needs to nag AW. Notes he is a busy person and wants to find someone who isn’t afraid to push AW. May not fill until Pittcon but will be only filled with the right person.

2018 Marketing Budget, all sources totaled to be $67K, Raised $8K from companies, $1,260 from individuals. AN noted IL Editorial help with Special Supplement. Nico Omenetto and Peter Griffiths help. Raised 22k in Advertising incoming via BC effort. After all the SAS Activities AW still has approximately $3,600 which is unspent (at this time).

AW notes and thanks the organizers of the Special Sessions at SciX, Spring SciX and Pittcon.

AW - TOC produced via President’s Initiative. BS, KM, and Sage – thanks. Moving forward on TOC. Agreed future format will be 1 month back, 1 moth current, and two forward. Quarterly. Fixed template that BC can sell Advertising within.

AW – New website, significant improvement but not final. Continuous improvement but is already more professional and a work in process. LZ and BS -thanks. AS – how to log errors. Email LZ with corrections.

AW – Sections. Sections not active enough. Work with RL and GS on this. EM – what do you mean? (Cites New England) AW – Some sections not active enough. DP – shows up in their spending. AS – Notes observation of 60 years ago (they sort us, not us seeking them). RL – Everyone was self-assembling. Now we need to push assembly. AW and RL – Introduces Zoom for members who can’t attend local meetings could attend via Web. EM – Worked except for computer of a Student. Thanks GS and BS for testing efforts. DP – notes Zoom was made by the Webex team who have left. GS – notes webinars, videos on website etc. Cool – green screen backdrop.

MC – asks to take Zoom off-line. RD – one comment. AW kudos for ICAVS meeting. Expand to International Meetings. RD and many SAS members where there. RD – Zoom for tour speakers. MC – when testing done we can look to roll-out.

AW – call for content for marcom platforms. Conversation with RC on planned campaigns to raise SAS visibility, memberships, and funds. In a year, we will come up with a full plan. AW – Notes the 2018 Tuesday night different format, awards and then party. AS – about time for that format change.

B. President-Elect 2019 Outlook Rob Lascola

RL – Thanks EC members for Strategic and Tactical thinking. Sat in prior EC meetings, but this year has been helpful (with support discussions with EC members) and better set to be the Society Leader.

RL agrees with AW on strategic directions. Making commitment to get stuff working, Zoom etc. Positive energy to push to membership, EC, GB, etc. Looking forward to a more active Society. One thought is that analytical chemistry brought about our foundation but now field is full of practioners. Make efforts to bring them into the fold even if they don’t currently think of themselves as spectroscopist. See his thoughts in the 60th anniversary supplement. Notes his thoughts are not simply limited to just what is there. Thoughts, let RL know if you have them. Certification, Started by BS. Applications have dropped off. EC discussion of where it can be molded to fit the Market need. Courses, teaching etc. Finding info on what audience might want and see how we could supply those / meet the needs. In data gathering stage and within the year (hopefully) we can map out where to go.

RL – Notes he has an open Inbox and phone line. Call etc if you want to talk.

XI. Adjourn

**Motion:** Motion to adjourn. LB proposes and RD seconded.

Motion passes. All Ayes

MC closed the meeting at 5:19 PM

Respectfully submitted

Ian R. Lewis

SAS Secretary 2018-2020