**SAS GOVERNING BOARD MEETING MINUTES**

**TUESDAY, OCTOBER 10, 2017**

**GRAND SIERRA RESORT, RENO, NV**

**SCIX 2017, NEVADA 10 ROOM, 4:00 PM**

**I. Call to Order** Greg Klunder

**II. Roll Call** Gloria Story

|  |  |  |
| --- | --- | --- |
| **Voting Executive Committee Members:** |  |  |
| **Position** | **Name** | **Attendance (√ = present, empty = absent)** |
| President | Greg Klunder (GK) | √ |
| President-Elect | Mike Carrabba (MC) | √ |
| Past President | Ellen Miseo (EM) |  |
| Treasurer | Diane Parry (DP) | √ |
| Secretary | Gloria Story (GS) | √ |
|  |  | 4 of 5 |
| **Elected Governing Board Delegates:** |  |  |
| **Name** | **Attendance (√ = present, empty = absent)** |  |
| Laura Bush (LB) |  | √ |
| Rina Dukor (RD) |  | √ |
| Karen Esmonde-White (KEW) |  | √ |
| Igor Lednev (IL2) |  | √ |
| Bernhard Lendl (BL1) |  | √ |
| Michael George (MG) |  | √ |
| Glen Jackson (GJ) |  | √ |
| Brian Marquardt (BM2) |  | √ |
| Jean-Francois Masson (JFM) |  | √ (joined at Crowdfunding topic) |
| Scott Rudder (SR) |  | √ |
|  |  | 9 of 10; 10 of 10 as noted above |
| **Regional/Technical/Student Delegates:** | |  |
| **Representing** | **Name** | **Attendance (√ = present, empty = absent)** |
| Baltimore Washington |  |  |
| Chicago |  |  |
| Cincinnati | Megan Schmale Stanton (MS) | √ |
| Cleveland | Ka-Pi Hoh (KPH) |  |
| Delaware Valley |  |  |
| Detroit | Ian Lewis (IL1) | √ |
| Houston |  |  |
| Indiana |  |  |
| Intermountain |  |  |
| Mid-Michigan |  |  |
| Minnesota |  |  |
| New England | Richard Crocombe (RC) | √ |
| New York |  |  |
| Niagara Frontier |  |  |
| Northern California |  |  |
| Ohio Valley |  |  |
| Pacific Northwest |  |  |
| Piedmont |  |  |
| Pittsburgh |  |  |
| St. Louis | Lynn Zhang (LZ) | √ |
| United Kingdom | Pavel Matousek (PM) | √ |
| Process |  |  |
| Forensics |  |  |
| Chemometrics | Barry Lavine (BL2) | √ |
| Chirality |  |  |
| Atomic |  |  |
| Coblentz | Brandye Smith-Goettler (BSG) | √ |
| CNIRS |  |  |
| Arizona State University |  |  |
| Brigham Young University |  |  |
| Clemson |  |  |
| Iowa State University |  |  |
| Purdue University | Ahmed Elsied (AE) | √ |
| Truman State University |  |  |
| University of Buffalo |  |  |
| University of Delaware |  |  |
| University of Idaho |  |  |
| University of South Carolina |  |  |
| University of Utah | David Bryce (DB) | √ |
| University of Wisconsin-Milwaukee |  |  |
| ADIS | David Heaps (DH) | √ |
|  |  | 10 of 41 |
| **Second Past President Delegate:** |  |  |
| **Name** | **Attendance (√ = present, empty = absent)** |  |
| Diane Parry (DP) |  | counted as Treasurer |
|  |  |  |
| **Non-voting EC members:** |  |  |
| **Position** | **Name** | **Attendance (√ = present, empty = absent)** |
| Membership Coordinator | Ingeborg Iping Petterson (IP) |  |
| Newsletter Editor | Shawn Chen (SC) |  |
| Section Affairs Coordinator | Robert Lascola (RL) | √ |
| Web Editor | Anna Donnell (AD) |  |
| Student Representative | David Bryce (DB) | √ |
| Journal Editor-in-Chief | Michael Blades, represented by Peter Griffiths (PG) | √ |
| Journal Editor | Sergei Kazarian (SK) |  |
| Journal Managing Editor | Kristin MacDonald (KM) | √ |
| Parliamentarian | Ben Manard (BM1) | √ |
| Executive Director | Bonnie Saylor (BS) | √ |
| Office Manager | Stephanie Iocco (SI) | √ |
|  |  |  |
| Total number of voters present: |  | 23; 24 at Crowdfunding topic |

**Others present:**

Bill Cunningham (BC) – TPM, Louisa Strain (LS) and Lucy Price (LP) – SAGE.

Copy of Sign-in sheets:



**III. Introductions** Greg Klunder

**IV. Meeting Rules of Order** Ben Manard

BM advises we are following Robert’s Rules of Order and SAS Bylaws and Constitution. 9 of 10 elected delegates are present – quorum is satisfied.

**V. Approval of Minutes from September 20, 2016** Gloria Story – Report Filed

**Governing Board Meeting**

DP moves to approve; RD 2nds. Motion passes 22 – 0 – 1 (abstain).

**VI. Officer Reports**

A. President Report Filed

B. Secretary Report Filed

C. Treasurer Report Filed

D. Executive Director Report Filed

E. Journal Editor Report Filed

F. Newsletter Editor Report Filed

G. Web Editor Report Filed

H. Membership Report Filed

I. Student Representative Report Filed

J. Regional, Technical, Student Sections Report Filed

IL1 moves to approve the Officer reports; DP 2nds. Motion passes 23 – 0. All located in DropBox.

**VII. National SAS Committee Reports**

A. Awards Report Filed

B. Constitution and Bylaws Informational Only

C. Nominating No Report Due

D. Publications Report Filed

E. Publicity Report Filed

F. Tour Speaker Report Filed

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

IL1 moves to receive the Committee reports filed; DP 2nds. Motion passes 23 – 0.

IL1 – For future Tour Speaker reports – there is no info on who went, how many locations, # attending in the report.

**VIII. Delegate Reports**

A. FACSS Report Filed

B. Chemical Heritage Foundation No Report Filed

IL1 moves to approve the Delegate report; DP 2nds. Motion passes 23 – 0.

**IX. Unfinished Business**

A. TPM Report Bill Cunningham



BC – Evolving from print to digital. 2014 – Marketplace; 2015 – First Take eNews; 2016 – First Take eNews and Video Showplace. Print advertising income last year was $144,000; this year it’s forecasted to be $125,000. Digital income last year was $36,000; this year it’s forecasted to be $75,000. We are going to refresh the Marketplace; submit our own content, company webinars, and newscasts. Sign-ups to receive content – members and non-members to develop prospects and promote events. Will be working President-elect Mike Carrabba’s idea – quarterly mailings and partnership with SAGE. Will continue to visit Photonics West. MC – Digital forecast numbers in Treasurer’s budget at ~40K? BC – That’s been updated. RD – Print is down? BC – Yes; print is down – digital is up – ebb and flow. IL1 – We created new platforms and saw increase; now it’s sliding. BC – New platforms by TPM – no cost to the Society. RC – Print continues down. BC – Print may level off; digital will grow. RC – Seems to be declining trend. BC – I’m hearing from vendors, new and old; some will continue; some won’t. Trending to digital – eNews and videos. More a 1:1 relationship. SR – Digital vs. Marketplace? BC – Marketplace – info from vendors on their offerings; eNews – creates links to Marketplace. SR – so just breaking out. DP – separate line items; TPM report has all trends listed. MC – we will need to be conservative until we see a turn-around. DP – We are conservative in our budget. GK – We have plans to enhance the print income. IL1 – SAGE report numbers. LS – Subscriptions, print outside of membership isn’t high. BS – 512. LS – Around 600. IL1 – Hence small number of people have print ads. BM – U. Washington doesn’t have a subscription – what is the trend? Common? KM – SAGE (Louisa Strain) can cover that in her report.

B. Journal Updates/SAGE Peter Griffiths / Kristin MacDonald / Louisa Strain / Lucy Price





PG – The bad news: This year the impact factor took a dive. Focal Point (FP) articles went down – they get more citations. Michael Blades is making a committee to solicit FP articles. Pavel Matousek is on this. The good news: the transition to SAGE – Mike, Kristin, and Victoria in British Columbia; Louisa, Lucy, and crew in the United Kingdom. Downloads are up considerably (see p. 15 of Mike’s report) – with Ingenta 26,000; with SAGE 157,000. Should hit over 200,000 this year. More reading – more articles – more citations – better impact factor. The number of libraries with digital access has grown thanks to being in SAGE Premier Package (3457). Time from submission to 1st review dropped to 34 days. Median time from submission to acceptance is 80+ days in authors’ hands (revisions). Significant backlog of accepted papers – page limits are a problem. The summer journals were 2x as thick. KM – The impact factor dropped from 1.8 to 1.3. We knew the SAGE move would impact it – it should improve. We raised the rejection rate. SR – Do we keep a number of papers in backlog? KM – Yes; at least 2-3 months. Upped rejections and have a good triage before going to review. SR – interesting statistics – huge Asian submission with high rejections. KM – there are language programs – in SAGE or to hire. LS – This is a normal trend to all publishers – it is improving. BL – Is there a financial incentive to publish from this country? KM – Yes; China and Turkey. Most papers go through an interpretation service. PG – We see papers that have gone to others first and rejected. *Applied Spec* reviews are at a high level. RD – UK has only 13? How do we encourage our UK members to publish? PM – impact factor. RD – Aren’t our board required to? PG – No. RD – Strongly encourage to. BL – Practice at other journals. RD – more incentives to publish. IL1 – Good points to send to the editorial board. RSC – funnel to the Society. DP – SciX event in UK – can we take advantage of that? IL1 – Special issue and membership too. GK – the Journal has done a lot of work with all that’s been going on. LS – 2nd full year – smoothing out and Journal is out on time. New express publications – before typesetting – 2 days from acceptance. We launched all our journals on new website – very smooth. Lucy gave a tour of the new website. Better search engine. Google rankings should be higher. Usage has increased with their better design. KEW – Sharing on social media – SAGE does this. Time to proof? KM – 14-18 business days. LS – To have enough time to edit copy and get proofs accepted by authors. Time to search engine? LS – Straight away, except ancient ones. Good relationship with Google. KM – Huge improvement on editing side with SAGE. AE – List of top topics to direct research. BL1 – different covers. KM – Costs. LS – and branding – print numbers is small. Consistent to on-line; open to look at it. MG – Don’t underestimate how shallow authors can be – “you’ll be on the cover” etc. Brand is the same with changing window. IL1 – Considered when Journal was moving – we offered to authors to consider for additional revenue. MC – Great points – share with Publications and Editorial board. Please submit them.

C. Certification Update Bonnie Saylor

After our first year, we’ve had 14 applications with 13 awarded (1 needs more info) [1 Associate Spectroscopist; 1 Spectroscopist; 11 Senior Spectroscopists]. Please go on-line and apply. It’s a smooth process; consider applying and talk it up. SR – happy with it; continuing ed. credits? BS – Certification to accreditations. RD – All Fellows are Sr. Spectroscopists automatically? BS – Yes; letters were sent. IL1 – Letters after names for business cards? BS – Working on a digital badge. IL1 – Let’s look into letters after names and bring a proposal forward. PG – How many Sr. Spectroscopists have a Ph.D.? BS – All. We had a press release on who and their background. Good to track who is taking advantage of this – industry, academics, government. GK – Operating Procedures – include there. FDA folks excited as the have legal issues.

D. Crowdfunding Update Diane Parry

[Delegate Jean-Francois Masson (JFM) joins meeting]

2020 Vision in 2015 – looking at new initiatives. Certification was #1 new initiative. Next – crowdfunding. A group developing for non-profits – make the site for free; next 1% of our income. Bonnie, Stephanie, and I are leading this effort. The site is already open and there are posts – Donations for SAS 60th Celebration and FoodPhone. Spread the word to entrepreneurs – lots of booth traffic and investor interest. Looking into SEC for investments. IL1 – What is our share? 5%, but ~1.5% to use, 1% web developer, and 2% to stripe (Pay Pal). PM – Check out the post before the post? DP – Yes; we get to see it first to check for scam. LB – committee to review? DP – so far it is me. RD – Only members? DP – No; we want to open so families, friends, etc. Fred Haibach – International payments? DP – OK; it’s enabled. PG – Liability for SAS? DP – Language is we are not liable. LB – Social media sharing? DP – Yes. Add LinkedIn.

IL1 – Propose to move budget to next agenda; LB 2nd. Motion passes 24 – 0.

**X. New Business**

A. Voting on Budget Diane Parry



Report was a bit late due to changing to MemberMax, moving the office, people left, and transitioning from Ingenta to SAGE. Tried to simplify line items. SR – Digital looks down. DP – Flat. 2018 60th Anniversary celebration – in 2014 started the 2018 funds @ 9K. IL1 – Only growth, not base. DP – Can fix – still positive. RD – 2018 Dues? DP – streamline dues so we can implement auto-renew with a $5 increase. EC voted to move forward. SR – Membership drop? MC – Membership drop of 300. BS – Current trend for all societies. We are small. We see a quicker drop on on-line members vs. print members. The quarterly mailings is to address this. MC – trend for print ads down; we are showing some up in the budget. IL1 – Vibrant tour speaker program but cut in half? MC – Based on what we used the last 2 years. IL1 – Tour speaker is only expense; not income except for possible member increase. GK – Could be on par; could be less. IL1 – agree. RD – 50K for 60th? DP – Down to 40K. RD – What are we getting? DP – 40K for members for 60th. Reception 15 – 25K. BS – Take Sunday and Wine and Cheese event funds for 60th event. Moved to an enhanced Wine and Cheese. GK – Andrew Whitley is fund-raising to enhance even more. DP – We don’t have FACSS surplus anymore. MG – Sunday event funds – get members? Use it for marketing? DP – Promotional items up a bit to encourage membership. IL1 – Propose not to pass budget here as we didn’t have time to review it. Set up a teleconference. MC – Do you need more info before we have a teleconference? IL1 – So many changes. DP – The trends of income are different. We get income sporadically instead of steadily. RD – Marketing clearance? DP – Quarterly mailings cost. RD – Chapter distributions? DP – We hold 10K/year and never spent. Make it 3K. MC – Report projections to end of the year with actuals through September. DP – This is a start; and can adjust at PittCon. MC – Concerned about advertising – 18K loss trend. MG – Want to make an informed decision. LB – 2nd IL1 proposal and have actuals through September. DP – No problem – this was a complex year. IL1 – Accept friendly amendment from LB. RD – What will the information entail – whole board voting? DP – We will do this as quickly as possible. MC – Clearing house of questions – send to BM1. DP – I will have time to answer questions. RC – Annotate the spreadsheet with comments to explain changes. IL1 – Call to question – hold. Motion passes 22 – 0 – 2 (abstain). GK – Table 60th plans. LB – Tour speaker part of 60th? GK – No. Trying to coordinate. RD – Can we send suggestions? GK – Yes. LB – Offering to help with marketing 60th. GK – Andrew Whitley is coordinating this. RD – Invite all past presidents. GK – Coordinate with Bonnie.

MC – Couple of initiatives for loss of members and impact factor. Trial mailings – send Table of Contents for the past 3 months with links to track. Advertising in this; remind about member benefits. Address membership and impact factor. Sponsor a new journal for LIBS. Committee with SAGE, LB, and MB to build the Society and maybe income. DP – Do we have estimates on this? RD – Vendors have lots of non-member customers. How do we entice them? Think about this with Andrew. SR – We sponsor the students – don’t meet them. LZ – Sponsor with vendor to tour speaker to come to our meetings. DP – Push certification programs through vendor customers. LIBS Journal discussed a few years ago was cost-prohibitive. Weigh pros and cons. MC – We now have SAGE that can help us, not like the proposal of the past. LB – Help with a vendors committee. SR – Marketing committee. LB – Tickets to Wine and Cheese so we can bring a colleague. GK – This has been talked – keep reminding us. MC – Meter boards will continue. Alex Scheeline – Mail the awards, put up a poster, no speeches.

B. Section Inactivation Rob Lascola

To eliminate the black holes for new members, sections with no reports for two years in a row will be declared inactive. There is a clear reactivation path. List: Houston, Indiana, Mid-Michigan, Minnesota, Northern California, Pacific Northwest, Piedmont, and NMR.

RD – Didn’t know about section funds to sponsor a session. GK – Thanks to Rob for all his efforts – he will be President-Elect. DP – 100K held for sections – not earning and not touched. Move to investment with idea that it can be used. 70K to Vanguard; 30K to savings. Affiliates are their own 5013c, so not included.

**XI. Adjourn**

MC moves to adjourn; RD 2nds. Motion passes 24 – 0!