

The Pittsburgh Conference on Analytical Chemistry and Applied Spectroscopy

EXECUTIVE SUMMARY OF THE AUGUST 24, 2015 BOARD OF DIRECTORS MEETING

Meeting Location: Pittsburgh Conference Office

Members Present:

- **William R Sharpe, President, Pittsburgh Conference***
- **Charles L. Holifield, Immediate Former President, Chairman of the Board, Pittsburgh Conference***
- **Gregory J. Meisner, Vice-President, Pittsburgh Conference***
- **Adrian Michael, Treasurer, Pittsburgh Conference* (and President-Elect Designate, Pittsburgh Conference***
- **Elias S. Absey, Chair, Society for Analytical Chemists of Pittsburgh***
- **Joseph J. Grabowski, Chair , Spectroscopy Society of Pittsburgh***
- **Stephanie J. Wetzel, Immediate Former Chair, Spectroscopy Society of Pittsburgh***
- **Susan K. Zawacky, Immediate Former Chair, Society for Analytical Chemists of Pittsburgh***
- **Karen Johnson, Chair-Elect, Spectroscopy of Pittsburgh****
- **Richard S. Danchik, Corporation Secretary, Pittsburgh Conference****
- **Resa B Stauffer, Assistant Treasurer, Pittsburgh Conference****

Members Absent: Melinda R. Stephens**

*** - Voting Member**

**** - Non-Voting Member**

Guest: William Schell, Pittsburgh Conference Office Manager

MEETING MINUTES AND TREASURER'S REPORT

Chairperson Charlie Holifield called the meeting to order at 6:35 PM. All members were present.

A motion was made to approve the Minutes and Executive Summary of the July 16, 2015 BOD Meeting. The motion was approved unanimously.

A motion was made to accept the Treasurer's Report of June 30, 2015. The motion was approved unanimously.

The Treasurer's Report of July 30, 2015 was not finalized and was tabled until the next BOD meeting.

OFFICE ISSUES

Bill Schell reported:

1. Amy Bovino has been hired as of August 1, 2015 to handle the front desk. She is also handling her Conference/Society responsibilities.
2. The marketing position has been filled by Kim Palastro as of August 1, 2015

NEW BUSINESS

Bill Sharpe and Adrian Michael presented a revised budget for Pittcon 2016 to account for several updated changes.

A motion was made to approve the revised Pittcon budget for 2016. The motion was passed unanimously.

There was discussion concerning the monies that both the SACP and SSP have in savings accounts and other funds. It suggested that at the next BOD meeting that the financial status of both groups be given with exact figures and where these monies are located.

Dr. Barbara Manner has accepted a committee position for Pittcon 2016.

ACKNOWLEDGEMENTS

1. A Thank you letter from the First Westminster Presbyterian Church for the receipt of our donation in memory of Helen LaRue.
2. A Thank you letter from the Clarion University Foundation for our donation.
3. A Thank you letter from Duquesne University for the gift to the Ted Weisman Endowed Student Resource Fund. (SSP Chair's Grant)
4. A Thank you letter from Dave Pensenstadler for the donation to the Leukemia & Lymphoma Society in the name of Helen Pensenstadler.

PITTCON REPORTS

Greg Meisner mentioned that Science Week for Pittcon 2017 might be moving to Pittsburgh. This is being investigated in considering what options are available.

NEXT BOD MEETING

The next BOD meeting will be held on Tuesday September 15, 2015, at 6:00 PM at the Conference Office.

The meeting was adjourned at 8:50 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Richard S. Danchik". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Richard S. Danchik
Pittsburgh Conference Corporation Secretary