

The Pittsburgh Conference on Analytical Chemistry and Applied Spectroscopy

**MINUTES OF THE JANUARY 10, 2017
BOARD OF DIRECTORS MEETING
Executive Summary**

Meeting Location: Large Board Room, Pittsburgh Conference Office

Members Present:

- Gregory J. Meisner, President, Pittsburgh Conference
- William R Sharpe, Immediate Former President, Chairman of the Board, Pittsburgh Conference (by phone)
- Melinda Stephens, Chair, Society for Analytical Chemists of Pittsburgh (by phone)
- Karen Johnson, Chair, Spectroscopy Society of Pittsburgh
- Joseph J. Grabowski, Immediate Former Chair, Spectroscopy Society of Pittsburgh
- Elias S. Absey, Immediate Former Chair, Society for Analytical Chemists of Pittsburgh
- Resa B Stauffer, Treasurer, Pittsburgh

Conference

- Adrian Michael, Vice-President, Pittsburgh Conference

Observers:

- Jane Chan, Assistant Treasurer, Pittsburgh Conference (absent)
- Kerry Holzworth, Chair-Elect, Spectroscopy Society of Pittsburgh
- Ronald Bargiel, Corporation Secretary, Pittsburgh Conference
- Michelle Ward, Chair-Elect, Society for Analytical Chemists of Pittsburgh (by phone)

Absent:

- Charles W. Gardner, President-Elect Designate, Pittsburgh Conference
- William Schell, Pittsburgh Conference Office Manager

Guest:

- John Baltrus – Site Selection Committee

MEETING MINUTES AND TREASURER'S REPORT

Chair Bill Sharpe called the meeting to order at 6:31 PM.

A motion was made by Greg Meisner and seconded by Elias S. Absey to approve the Minutes and Executive Summary of the November 14, 2016 BOD Meeting. The motion was approved unanimously.

The September 30th, 2016 and October 31st Treasurer reports corrections will be edited before the next board meeting. Bill Sharpe made a motion to approved the following treasurer reports: September 30th, October 31st, and November 30th seconded by Karen Johnson The motion was approved unanimously.

Acknowledgments

None

OFFICE ISSUES

The company that manages the retirement account for the office staff has been sold. Pat is enjoying retirement and Val is filling in nicely. Bill is planning on sending an e-mail that states the back room is full, he recommends that we utilize the warehouse for black cases. Bill may utilize conference week staff or committee to fill in for Any in Program. Expo has a temp and if she does not go to the conference Pittcon may have someone from the Expo committee to answer questions in the Expo office. The board endorses

Ronald G. Bargie
Pittsburgh Conference Secretary