

**Pittcon 2020 Board of Directors Meeting
June 10, 2020**

Meeting Minutes - June 10, 2020

Chuck Gardner called the meeting to order at 6:30PM.

In Attendance: Eli Absey, Don Antczak, Jane Chan, Rose Clark, Neal Dando, Chuck Gardner, Amit Ghosh, Marc Hubert, Karen Johnson, Heather Juzwa, Jonell Kerkhoff and Tammy Yallum

Approve March 30, 2020 Meeting Minutes and Executive Summary

A motion was made by Don Antczak to approve the March 30, 2020 meeting minutes and executive summary. Eli Absey seconded the motion. The motion was unanimously approved.

Approve April 8, 2020 and April 14, 2020 Meeting Minutes

A motion was made by Amit Ghosh to approve the April 8, 2020 and the April 14, 2020 meeting minutes. Neal Dando seconded the motion. The motion was unanimously approved

Approve March & April 2020 Treasurer's Reports

A motion was made by Jane Chan to accept the October and November 2019 treasurer's reports. Neal Dando seconded the motion. The motion was unanimously approved.

Acknowledgements

Pittcon received a thank you note from the Science Heritage Institute thanking us for the Pittcon Heritage Award donation. Pittcon received a thank you note from Darrell Baker of Choose Chicago.

Lower Burrell Meals on Wheels sent a thank you note for Pittcon's donation in memory of Chuck Giatanis Mary Meisner sent a thank you note for the fruit basket she received from Pittcon.

Old Business

COVID-19 Issues: The Pittcon Office Staff will return to working in the office full-time on July 6. The office is stocked with cleaning supplies and masks. The front office door will remain locked during the day.

Schneider Downs – Eli Absey has been working with Jason, our support person from Schneider Downs on SD inSITE. Jason has made software improvement and enhancements to the SD inSITE package.

Effective July 1, 2020, the committee and office staff will have 90 days to enter their expenses into the SD inSITE system. Current time to enter expenses is 120 days. The BOD agreed with this change.

New Business

Young Investigator Award reinstatement – This is an award symposium and ACS is contributing only \$2500. Pittcon needs to determine reimbursement terms with \$4000 from Pittcon and \$2500 per ACS plus Pittcon pays the speaker expenses. Neal will review terms and conditions with Geoff White, Joanne Smith and Rose Clark on June 12.

Society of Applied Spectroscopy – SAS has cancelled their 2020 conference and has asked if their two awards, Meggers and Lester Strock could be given at Pittcon 2021. SAS will have to cover the speaker expenses. If speaker is in another symposium that Program committee has accepted then speaker costs will be shared. Becky Hackley will communicate terms to SAS.

Thank You - Chuck Gardner stated that he has been honored to serve as Chair of the Pittcon BOD. The BOD members thanked Chuck for serving. A special thanks was given to Jane Chan for serving as Pittcon 2020 President.

Pittcon Reports

Pittcon 2020 --- Jane Chan – Jane thanked everyone for their dedication and hard work.

Pittcon 2021 --- Neal Dando - Neal is charging ahead as if this was a regular Pittcon year. The current 2021 Pittcon budget should net \$200,000 to \$300,000.

Exhibitor Liability Insurance and Inability to Attend Insurance for Attendees - Pittcon has adopted Rainprotection Exhibitor Liability insurance and Inability to Attend insurance for all attendees. For Pittcon 2021, the Inability to Attend insurance cost for attendees will be added directly into the registration costs. Pittcon will not issue any attendee registration refunds as these refunds will be handled directly by Rainprotection.

CE Communications, the daily show magazine - Pittcon has re-negotiated the contract with CE Communications and expects to generate \$40K of income. Pittcon will now own the only pocket guide (written Program) and the only written floor plan.

Virtual Shows - Electronic or hybrid shows are being monitored. ASMS converted to solely virtual show. Talks and symposia can be viewed live as well as recorded to view later through the end of August. ACS Fall will be a virtual meeting in the fall.

Pittcon 2022 --- Eli Absey nothing to report.

Next Meeting Date: The regular monthly BOD meeting will be held on Tuesday, July 14 with dinner at 545PM and meeting at 630PM.



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Adjournment: Karen made the motion to adjourn at 815PM.