



Eastern New York Local Section Administration Form 2014

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2014?*	3
2. How many members were there in the executive committee during 2014?*	9
3. How did the executive committee communicate with one another during 2014?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input checked="" type="checkbox"/> Other - local section meetings
4. What percentage of your councilors were in official attendance at the Spring and Fall ACS Council meetings?*	100%
5. Did a member of your local section attend the Local Section Leaders Track at the 2014 ACS Leadership Institute?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
7. How did your local section identify future leaders and get them into the leadership pipeline during 2014?*(Check all that apply.)	<input type="checkbox"/> Self-nomination <input checked="" type="checkbox"/> Solicitation or advertising <input checked="" type="checkbox"/> Identify active committee members <input type="checkbox"/> Formal leadership training <input type="checkbox"/> Long term plan <input checked="" type="checkbox"/> Outreach to new members <input type="checkbox"/> Arm-twisting <input type="checkbox"/> Other -
8. Did your local section conduct an officer election during 2014? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
10. How many members voted in your local section officer election in 2014?*	27

Questions 11-13 provide the opportunity for your section's leadership to communicate successes, challenges, goals, and progress towards meeting those goals. We want to hear from you! Please use the required comment boxes to share your thoughts about your section. In questions 12 and 13, do not feel limited by having spaces indicated for the top three goals. Other goals can be added in the comment box if needed.

<p>11. 2014 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*</p>	<p>In 2014, our ENY ACS held eight Local Section Meetings. Three of the meetings included seminars by professors in academia, one from industry, and one from a government organization. Areas of discussion included biological, analytical, and environmental chemistry. A diverse set of topics ranged from environmental applications of polymeric materials to new anti-depressant therapeutics to cutting edge research in Nanotechnology and RNA research. We also hosted our annual awards dinner, a "chemistry of beer brewing" meeting (with the Brewmaster as the seminar speaker), and our annual Undergraduate Research Symposium.</p> <p>Our annual National Chemistry Week event was held at the NY State Museum, in collaboration with the local Women Chemists Committee and Iota Sigma Pi. The event attracted more than 300 volunteers from the local chemistry communities as well as over 500 children and their families, who attended the booths and the Chemistry Magic Show. Additionally, the sponsorship of this meeting totaled \$3600 donated. Our Section was honored and excited to win the Best Ongoing National Chemistry Day Event Chemluminary Award at the Fall National ACS Meeting!</p> <p>Another highlight of the year was our annual Undergraduate Research Symposium in April. The event was again held at Siena College and was organized by Dr. Eric Davenport with the help of Siena Professor Jodi O'Donnell. Over 30 students presented research posters and there were four oral presentations. During our April meeting, our Section celebrated its 800th local chapter meeting with a cake!</p> <p>The 2014 Chair listed three goals on the 2013 annual report. First, our Section needs to update our by-laws and we have begun this process. We also had planned to form a Linked-in group and we are still considering this. An area where we made considerable progress is identifying new members to serve on committees, especially as current chairs move to different responsibility areas. We have a new Education Committee chair and additional members on this very important and active committee. We have identified a new Chair of the Younger Chemists Committee. Several people have taken on additional responsibilities, and we have a strong 2015 Chair and Chair-Elect.</p> <p>One major challenge is attempting to bring our budget closer to balancing. To this end, we halted free dinners to first-time local meeting attendees; we feel the benefit of enticing members to attend meetings for the first time was just not as fruitful as expected. We have some other ideas for bringing in additional funding for our efforts and this will be addressed in 2015.</p> <p>We would like to see an increase in attendance at our Section meetings. We have some ideas which include joint meetings with other professional groups.</p>
<p>12. 2015 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Increase attendance at local section meetings within our section while balancing the budget</p>
	<p>Update our local section's by-laws</p>
<p>b. What are your concerns and challenges?*</p>	<p>Create a local section e-newsletter</p> <p>With respect to increasing attendance at local section meetings and also balancing our budget, our challenge is to do both at the same time. We will work to identify sponsors for our local section meetings and also invite vendors to help defray the cost of our meetings. This would leave us with excess money to reinstate our policy of free dinners for new members, etc.</p> <p>With respect to updating our by-laws, I am concerned because we have not made sufficient progress on this. However, we are working with colleagues at ACS national to reach this goal.</p> <p>With respect to creating a local section e-newsletter, I would like to create a monthly e-newsletter so that our members get more information about local section activities - as well as national ACS activities - in addition to the monthly meeting announcements.</p>
<p>13. 2015 Chair-Elect's goals for the Section</p>	

a. Please list your top 3 goals:	Develop increased collaboration with other local sections in our district.
	Develop an increased social media presence for our section
	Plan and implement activities for our local section for Earth Day.
b. What are your concerns and challenges?*	During the past 3 - 4 years, I have seen little change in the participating membership of our section. While the members who do the critical work for our section are doing an excellent job, I would like to see more competition for elected positions and more and different members taking an active role in the section. I am concerned that the active membership may be perceived as insular, particularly by younger members. I see my challenge as finding means of making our active membership more diverse. I would like to see students take a more active role in the section. One challenge will be examining how our typical meetings are conducted. Given the expense associated with the current format, if we grow our active membership above the 30 - 40 people who typically attend the monthly meetings, we will need to consider different venues and alternate means of entertainment (meals).

Local Section Administration Form - Organization

1. Did your local section have any active committees with two or more members during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.	<input checked="" type="checkbox"/> Awards Michael Hagerman <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Career assistance/Employment <input type="checkbox"/> Chemistry Olympiad <input type="checkbox"/> Community Activities <input type="checkbox"/> Continuing Education <input checked="" type="checkbox"/> Educational William Kennerly <input type="checkbox"/> EHS <input type="checkbox"/> Environmental <input type="checkbox"/> Government Affairs <input type="checkbox"/> Industry Relations <input type="checkbox"/> Long Range Planning <input type="checkbox"/> Membership/Membership Retention <input type="checkbox"/> Mentoring <input type="checkbox"/> Minority Affairs <input type="checkbox"/> Newsletter/Publications <input type="checkbox"/> Nominations <input type="checkbox"/> Professional Relations <input type="checkbox"/> Project SEED <input type="checkbox"/> Public Relations <input type="checkbox"/> Senior Chemists <input type="checkbox"/> Women Chemists <input checked="" type="checkbox"/> Younger Chemists Mayrita Arrandale <input type="checkbox"/> Other
2. How many subsections were active in your local section during 2014?*	0
3. How many subsection meetings were held by your local section during 2014?*	0
4. How many topical groups were active in your local section during 2014?*	0
5. How many topical group meetings were held in your local section during 2014?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No

7. How many dues-paying affiliate members were in your local section during 2014?*	3
8. What was the approximate number of active volunteers in your local section during 2014?*	250
9. Please estimate the number of new volunteers in your local section during 2014?*	50
10. Please indicate all the ways that your local section recognized volunteers during 2014.* (Check all that apply.)	<input checked="" type="checkbox"/> Certificates <input checked="" type="checkbox"/> Awards <input checked="" type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input checked="" type="checkbox"/> Recognition at an event <input type="checkbox"/> Recognition on web <input type="checkbox"/> Recognition in newsletter <input checked="" type="checkbox"/> Other - Free NCW T-Shirts and Speaker Mugs

Local Section Administration Form - Communications

1. How many local section meetings were held during 2014?*	8
2. On average, how many members attended a local section meeting during 2014?*	54
3. How did Councilors report to your local section members about national ACS matters during 2014?*(Check all that apply.)	<input checked="" type="checkbox"/> At a section meeting <input checked="" type="checkbox"/> At an executive committee meeting <input type="checkbox"/> In the newsletter <input type="checkbox"/> On the local section web site <input type="checkbox"/> Other -
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members?*	1. Information (upcoming events, etc.) are posted on the Section website. 2. Information is sent out by mass e-mail to the Section members. 3. Information is announced at local section meetings.
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	16
6. Did your local section have a website during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6a. If the answer to 7 (above question) is YES, what was the URL for your local section's website?	http://easternny.sites.acs.org/
7. Did your local section post its Annual Report on your website during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No

Local Section Administration Form - Nomination

1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Please provide a summary self-nomination statement of 500-word or less. The summary statement should highlight local section's 2014 activities to support your nomination.	

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
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Local Section Administration Form - Approval

Comments

Approved & Submit for Review

Mary Carroll

02/11/2015

This form has been submitted for your approval. Please review each tab for completeness and accuracy, make any necessary edits, and save all changes before approving this form. After the form is approved, it will be submitted for review. The approved form will be placed in read only mode and no additional edits will be allowed. Your approval will submit this form as part of your official annual report to ACS.

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