CCDG Board Meeting

Waters Office: May 25, 2017 6:00PM

Meeting Called By: Rich DeMuro, President

Type of Meeting: Board

Note Taker: Amy Alexander, Secretary

Attendees: Officers: Rich DeMuro, Amy Alexander, Robin Sutka

Board: Mike Cwik, Shelly Krause, Mary Jones, Jerry Shkolnik, Larry Martin, Joe Jones, Mike Woodman, Kristin Sulaiman, Charles Marshall

Members: Andre Sukta, Michael Andre, Natasha Banke, Stephanie Collins, Kamil Gierszal, Tom Jacobs, Hadi Jamehdor, Urszula Lazarek, Eva Maina, Gerald Mueller, Nicole Reed, Azza Wagdy, James DeFrancesco

## **Agenda Topics**

SEASON IN REVIEW

*Dinner Lectures:*

* We had 5 events: 4 were CCDG and one was co-sponsored with CMSDG.
* Most of these events were suburban, and we are drawing people from multiple different areas.
* At out last meeting, we had 65 people which was a huge success, most likely due to the speaker, the topic and the coordination between the two organizations.
* We need interesting and practical topics to draw in a large crowd.

*LC Training School:*

* There were 8 students in attendance. All provided rave reviews of the school. It is a truly unique event, at a very cheap price.
* We are having problems filling seats. Eight students was the minimum needed in order to not lose money on the school. Six of the 8 students were associated with or employees of USDTL.
* Multi-day open enrollment classes are struggling everywhere. We should consider how viable a web based program is for us.
* We should change the recruitment strategy, maybe target specific laboratories.

*PITTCON:*

* A huge thank you to Mary Jones, Robin Sutka, and Ann Higginbotham.
* There was a huge interest in the LC School.
* 75 contacts were obtained from the booth, and 41 contacts obtained from the mixer.

*MATT:*

* There was significant interest in the LC school. People were additionally asking about accreditation. We should look into AACC accreditation for the LC school.

*Membership:*

* Mary Jones has done a fantastic job with e-blasts.
* 68 members have paid their dues, and this is no change from last year.
* 458 active contacts on Constant Contact. This is a huge increase from only about 100 last year.
* Many people are aware of our organization now; we just need to work on getting them actively involved.

*Sponsorship:*

* Joe Jones has done a fantastic job, as we are up significantly from 2016.
* We now have a professional approach with tiered benefits.
* We also have event sponsorship benefits.

*Web Presence:*

* We have a website, linked-in group, facebook page and YouTube channel.
* All posted meetings are hugely viewed on our YouTube channel, we have about 800 views.
* Two of our meetings we were not able to video and post on our channel, so in the future we will need to incorporate a request to be recorded to each speaker prior to the lecture.

*Awards:*

* We gave out 2 awards this year.
* Joe Jones received the Armstrong O’Neil service award in April 2017 for his outstanding service in being the president of the reincarnated CCDG. His name has been added to our plaque.
* Award of appreciation was given to Jonathan Edelman at the mixer. He was a huge help in reincarnating CCDG through Mike Sloan.
* We have not been able to give out a travel award yet. This is a monetary donation meant to help students travel to a conference to present their work.

2017-2018 GOALS

* Explore new models for both LC and GC schools.
* Maintain our current event schedule with 4 CCDG events (goal 45 attendees), and 1 joint event (goal 65 attendees).
* Create an ‘intent to record and post’ document for our lectures.
* Increase sponsorship by 2.
* Maintain web presence
* Increase membership to 100
* Create a document repository to store documents
* Pursue local scientific meeting presence. We might need to create a committee for this.

OFFICER ELECTIONS

* We have created president elect and secretary elect positions.
* Rich DeMuro was elected as president.
* Amy Alexander was elected as president elect.
* Amy Alexander was elected as secretary.
* Stephanie Collins was elected as secretary elect.
* Robin Sutka was elected as treasurer.
* Mike Woodman and Azza Wagdy were elected as chairs for LC school.
* Shelby Kuenzi and Tom Jacobs were elected as chairs for GC school.
* Andre Sukta was elected as chair for communications.
* Mary Jones and James DeFrancesco were elected as chairs for membership.
* Kristin Sulaiman and Natasha Banken were elected as chairs for programs.
* Charles Marshall was elected as chair for awards.
* Joe Jones was elected as chair for sponsorship.

2017/2018 SEASON OPENER

*Discussion:*

* We will need to get permission to video all future speakers.
* A student night was discussed to be hosted at a university, possibly Loyola. It would be a ‘bring-your-own-slides’ for students to give a 10-15 minute presentation. Jim will work on recruiting.
* A poster presentation was discussed where prizes are awarded. However, posters can be expensive to print and typically mean the work is completed, where as slides can be done even if the student has not completed the project. It was discussed that it is much easier on students to create slides
* It was discussed to also mention this student night idea to CMSDG and possibly become involved with them again.
* At Loyola, there is a mid-term break at the beginning of October. It would be much less traffic on campus for those traveling, and easier to get a room on campus at this time. Students will also be available to present.
* Hot topics were also discussed for future lectures including: pharmacology, food and medical, THC, opiates, pesticides, natural toxins and allergens.
* A potential speaker, David Wile, was discussed.

*Action Items:*

* Jim will look into reserving a room for the October student night.
* Rich will be reaching out to everyone at the meeting for ideas on hot topics for dinner lectures.

NEW BUSINESS

* Our next meeting will be in early September after labor day.

DRAFT

Secretary Signature