



Toledo Local Section Administration Form 2014

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2014?*	10
2. How many members were there in the executive committee during 2014?*	7
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 checked="" type="checkbox"/> ACS Network <input checked="" type="checkbox"/> Other - in person
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 checked="" 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?*	22

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.

11. 2014 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*

The Toledo Section of ACS had a tremendous year in 2014. We increased our outreach, increased number & variety of outreach programs, increased our attendance at meetings, improved communication to members, recruited few more members to volunteer, successfully updated & certified new section ByLaws, applied & received 4 grants from ACS, formed a wonderful partnership with Toledo Lucas County Library. Below, I have assessed are success on each goal from 2013 FORMS. I believe you will be impressed by our accomplishments & community impact in 2014.

1. Implement & use available technology for section & EC communication & outreach: MET. We created a ToledoSectionACS gmail account for newsletters & program announcements & RSVPS & other general communications. I created a Toledo Section Group on ACSNetwork; have multiple times invited EC members & others to join; I posted our events on the Network; this site has not gotten the use initially expected. I learned how to use the ACS Mass Email system and need to retrain and get authorized for 2015. I created a Toledo Section Website thru the ACS portal & assistance of ACS. I am the webmaster. <http://toledosection.sites.acs.org/>

2. Collaborate with OH Sections for NCW plans by webinar as developed at Dallas LS Leadership Training (Attempted but NOT MET)

3. Continue & expand community awareness & outreach with use of free venues for programs (libraries); MET Developed a wonderful 3-way partnership with the Toledo-Lucas County Library (Sam Kean Event; used library free facilities for section mtg/programs; and conducted 5 hands-on events for children's outreach, 4 Summer & 1 NCW.) We also ventured outside of Toledo-Lucas County for 1st time & conducted an Outreach/NCW hands-on event at Birchard Library in Fremont, OH (Sandusky County). For NCW, we continued with hosting hands-on CANDY themed activities at Toledo's Imagination Station.

4. Complete & implement revised section bylaws; MET! Yes, we completed all requirements, successfully passed & had our Toledo Section Bylaws certified effective Sept. 2, 2014. Our Bylaws had not been updated in 29 years. A whole packet of information was both mailed (USPS) & emailed out to entire membership on June 23 notifying them of the process we were following, of all proposed changes, and copies of currently active Section ByLaws & the New Proposed Amended ByLaws. Section Membership voted approval unanimously by anonymous paper ballot at our August 21 Section Meeting/Project Seed Symposium.

5. Take What is Chemistry Jeopardy to additional venues; Met but Jan 27, 2015- not in 2014; Our first program of 2015 (Jan 27) was a Winter Chemistry Games Event & section meeting at a new library/new county – Way Public Library in Wood County, OH. We played the What is Chemistry Jeopardy game (developed by Tina Hubbell in 2013) & Chemistry BINGO. Meeting was a SUCCESS! Over 50 attendees, mostly students (high school & UT) & about 10 regular members; event was free, open to the public & advertised by the library & in 2 local papers.

6. Investigate collaboration with Lucas County library on bringing in science author Sam Kean to speak this year or next; MET! We developed a wonderful partnership with Ben Malczewski TLCL Humanities Dept Mgr & Open Book and Authors, Authors Coordinator. Sam Kean spoke to a full house (>225 in attendance) on Nov 13, 2014, in McMaster Auditorium of the Toledo Main Library. We applied & received 2 ACS Grants to help with this event: IPG and Senior Chemists Mini-Grant. Final Reports were submitted Dec. 18, 2014. Local PBS affiliate, WGTE, came and videotaped talk for Knowledge Stream. Please see our website for photos & event summary.

7. Continue to participate in Read for Literacy Spelling Bee as Chemistry Ambassadors; MET. We participated on Oct 17, 2014, & had great time helping to promote reading and literacy.

8. Continue using ACS provided resources, in particular Webinar-In-a-Box programs. MET. We hosted both PIBs in 2014: Feb 11 (Love Potion #9, Chemistry of Scents & Fragrances) with a packed house of 75+ attendees at the Univ of Toledo; & Oct 7 (Speaking Simply) with crowd of 40+ mostly students at Bowling Green State Univ. Oct. 7 event helped jump start BGSU Student ACS Chapter in becoming active again!

9. Additional: We expanded our section's reach within our

	<p>region! Toledo Local Section encompasses 7 NW OH counties & Lenawee County in SW MI. Most of our officers live in Toledo (Lucas County) but membership, although concentrated in Toledo, is spread over the region. In 2014, we hosted 2 events at BGSU in Wood County; 1 event in Fremont, OH, Sandusky County; 1 event in Erie County, MI, with attendees from Lenawee County, MI; we re-initiated contact with Adrian College (Lenawee County, MI) to help jump start their Student Chapter & are planning a joint program in 2015 with them. Chemistry Olympiad is coordinated out of Defiance, OH in Defiance County. Our Sam Kean Event brought in attendees from all over, including ACS members from Detroit & Huron Valley sections.</p> <p>10. More: We publicly recognized our 50 year ACS Members for the first time in way too long! Jack Georgal & Walter Long were presented with their certificates at the Sam Kean Event. Jack has agreed to be a speaker at a future program in Adrian, & Walter sent us a lovely thank you note.</p> <p>11. MORE: We recognized Edith Kippenhan as Toledo ACS Section Outreach Volunteer of the Year. We shared in the nomination of Dr. Amanda Bryant-Friedrich, University of Toledo, for the CERM 2014 Stanley C. Israel Regional Award for Advancing Diversity in the Chemical Sciences & celebrated with her during her acceptance of the award in Pittsburgh on October 30. Also we were the Preferred Sponsor of the Project Seed Poster & Luncheon at CERM in Pittsburgh.</p> <p>12. KUDOS! We applied & received 4 different grants from National ACS in 2014. LSAC Innovative Program Grant for \$1600 to help with Sam Kean Event; Senior Chemists Mini-Grant for \$400 also to help with Sam Kean Event; & an ACS Leadership Development Course Grant (\$1800 to apply to our hosting of Engaging Colleagues in Dialogue on Sat. April 18, 2015). We just received a \$500. CCA Outreach mini-grant to expand our 2015 Summer Library Reading Program Outreach.</p> <p>13. Other initiatives: We printed our own business cards with our website address, facebook address & email address. We sponsored 6 local high school teacher for AACT. We awarded Section Student Research Travel Awards to 6 graduate students.</p> <p>14. Concerns/Challenges: 1) Increasing volunteerism amongst members so not just a few do most of work; 2) securing buy-in from EC members to use ACS Network (our group in particular) to facilitate communication; 3) Increasing industrial chemists participation; 4) engaging other student sections and universities; 5) continuing to foster trust and respect between active volunteers.</p> <p>2014 was terrific! Looking for 2015 to be equally as good!</p>
12. 2015 Chair's goals for the Section	
a. Please list your top 3 goals:	1. Increase Section membership participation at all functions with emphasis in increase of industrial members
	2. Increase section members to volunteer and participate on committees.
	3. Develop and implement an annual local section award recognizing an outstanding chemistry high school teacher
b. What are your concerns and challenges?*	<p>1. Reaching out and obtaining many additional members and members to serve on the ERC committees will be very challenging.</p> <p>2. We plan to host the 2018 Regional meeting. We are now at the ground floor and need to really step it up this year to form the foundation of core people and organizational structure needed to do the job right in 2018.</p> <p>3. We want to reach out to industry and educational institutions to encourage them to encourage their chemist employees to become active members of our Section. We need to motivate them with the incentives and benefits of doing so. It will be necessary to get help from national ACS in this venture.</p>
13. 2015 Chair-Elect's goals for the Section	
a. Please list your top 3 goals:	Organize at least 6 Section Meeting/Programs and diversify meeting location.
	Develop & Coordinate library summer reading outreach program; theme Super Heroes

	Work with Ben Malczewski Toledo-Lucas County Library to identify & co-host science author
b. What are your concerns and challenges?*	Recruiting enough volunteers to host summer library outreach programs; Coordinating & facilitating university student chapters to co-host programs with us.

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 Edith Kippenhan, Tina Hubbell <input checked="" type="checkbox"/> Budget/Finance Brenda Snyder <input type="checkbox"/> Career assistance/Employment <input checked="" type="checkbox"/> Chemistry Olympiad Somnath Dutta <input checked="" type="checkbox"/> Community Activities Joanna Hinton <input type="checkbox"/> Continuing Education <input checked="" type="checkbox"/> Educational Jim Zubricky, Edith Kippenhan <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 checked="" type="checkbox"/> Nominations Andy Jorgensen, Beth Wise <input type="checkbox"/> Professional Relations <input checked="" type="checkbox"/> Project SEED Jon Kirchhoff <input type="checkbox"/> Public Relations <input type="checkbox"/> Senior Chemists <input type="checkbox"/> Women Chemists <input type="checkbox"/> Younger Chemists <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?*	0	
8. What was the approximate number of active volunteers in your local section during 2014?*	10	
9. Please estimate the number of new volunteers in your local section during 2014?*	4	
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 type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer	

	<input checked="" type="checkbox"/> Recognition at an event <input checked="" type="checkbox"/> Recognition on web <input checked="" type="checkbox"/> Recognition in newsletter <input checked="" type="checkbox"/> Other - Gift card thank you notes
--	---

Local Section Administration Form - Communications

1. How many local section meetings were held during 2014?*	11
2. On average, how many members attended a local section meeting during 2014?*	25
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 checked="" 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) By email; we have our own email account at toledosectionacs@gmail.com 2) Newsletters - we had 2 in 2014, sent by email and posted on our web page 3) We got our own webpage this year! toledosection.sites.acs.org 4) By USPost; mail flyers and announcements 5) at section meetings & Program Events; 6) sometimes by phone call (we called our 50 year members); 7) We have a FACEBOOK page; https://www.facebook.com/pages/Toledo-Section-American-Chemical-Society/128610157192543?ref=br_tf 8) We created a group on ACS Network but this has not had many users from section
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	2
5a2 Number of meeting notices:*	50
6. Did your local section have a website during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6a. If the answer to 6 (above question) is YES, what was the URL for your local section's website?	https://toledosection.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 checked="" type="radio"/> Yes <input 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.	The Toledo Section of ACS had a tremendous year in 2014. We believe we have more than adequately met the criteria to be honored with a LS OP ChemiLuminary Award as evident by the following: 1) an increase in our outreach to community & children & student chapters, 2) increase in number & variety of outreach programs, 3) increase in our attendance at meetings, 4) improvement in our communication to members and community, 5) recruitment of a few more volunteer members, 6) successful update & certification of our new section ByLaws (after 29 years), 7) application & receipt of 4 grants from ACS, and 8) formation of a wonderful partnership with Toledo Lucas County Library. Our 2014 goal successes, accomplishments, additional initiatives are extensively described in our Chair's report. Photos and summaries of our 2014 accomplishments and programs can now be easily found on our new section website (implemented in 2014) at http://toledosection.sites.acs.org/

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
-----------	-----------	-------------------

Local Section Administration Form - Approval		
--	--	--

Comments

An excellent year for the Toledo Local Section! Congrats to Chair Joanna Hinton and the other officers and volunteers.

<input checked="" type="checkbox"/> Approved & Submit for Review	Andy Jorgensen	02/15/2015
--	----------------	------------

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.

---- END OF REPORT ----