

# SPE-STX Board Meeting Minutes August 8, 2023

## Attendees:

Carl Baker	Preston McDaniel
Clifford Lee	Jason Ball
Dell Doyle	Iman Bahrani
Steve King	Peter Lauzon
Donna Davis	Alisa Chen
Steve Torchia	Janell Helton

## Agenda

Approval of June Minutes

Councilor Report – Steve Pontiff

Treasurers Report – Pete Lauzon

Membership Report – Steve King

2024 PO Committee Report – Donna Davis

Education Committee Update

Still need a volunteer to head up this committee

Programs Update – Dell Doyle

Discuss ideas for a late September/early October face to face meeting

New Business –

Old Business –

Still one vacancy on board – will need to be filled

Set a date for a dedicated discussion on By-Law Revisions

PO Conference volunteers list to John Wagner (Publicity) – Division Reps

Discuss Budget – Still need to submit formal budget for board approval

Largest Expenses: Polyolefins Conference, Education (scholarships, chapter support, awards Events/Social Gatherings

Want to add: More events this year; offer a short course

IPOC Budget- cash flow from SPE STX

Call to order: 5:03pm

Quorum Established

**Approval of Minutes:** Motion by Peter Lauzon to approve July 11, 2023 meeting minutes, seconded by Steve King. The motion carries by unanimous vote.

**Councilor Report:** None given, councilor not present.

**Treasurer Report:** Member earned scholarship awards and IPOC 2023 partner split payments to be distributed by week's end. Preston and Iman need to be placed on accounts with signing authority.

Account Balances:   Checking: \$371,470.07

Savings: \$119,179.51

**Membership Report:** Steve King reported for July we gained two new members. Membership up to 321 from 319. We have been showing a steady increase over the last 5 months in membership. New members are welcomed and those who have let their membership lapse are contacted.

**IPOC 2024 Report:** Donna Davis reported the program committee in final stages of drafting call for abstracts. Pleadloop weekly meetings have been established. A sponsorship chair is still needed.

**Education:** Education chair is still needed. Preston McDaniel clarified this does not need to be a board member rather a member in good standing. A discussion was had revolving around asking an academic to chair this committee.

**Programs:** a \$20,000 budget was again discussed. Preston McDaniel would like to have in person events to attract people to our section.

Kick-Off event will be Astros/Orioles game on Tuesday, September 19, 2023 Dollar Dog Night at park

Purchasing 40 tickets at \$2280 each ticket includes a \$15 credit ticket cost per member \$25  
Each member can purchase 1 additional ticket, any more will need to be approved ad hoc

Motion by Peter Lauzon to approve the purchase of the tickets for this event. Seconded by ???  
The motion carries by unanimous vote.

Discussion ensued about topics of educational interests for upcoming monthly meetings. An educational panel held at Rice or U of H featuring the topic of PFAS was brought up. Follow-up will be done by Donna Davis and or Dell Doyle.

Dell Doyle is working with Zachary Moore about a talk in early December.

#### **New Business:**

**Old Business:** One board vacancy exists. A possible candidate has been approached. If said person declines Steve King mentioned the possibility of interest from Ascend to nominate a person for the role.

By Laws Revisions A discussion was had to have different teams look over sections corresponding with their experience within the section to update each section. Preston McDaniel will break down the sections and assign accordingly to board members. Next board meeting we will spend 30 minutes going over the changes and seek final approval of updated by-laws.

John Wagner—publicity chair for IPOC2024 needs contact list of publicity person from each partner to establish a publicity committee. This will allow for a more coordinated approach for the IPOC 2024 publicity.

Peter Lauzon is to set a budget for our upcoming fiscal year.

With no other business a motion to adjourn by Donna Davis is seconded by Steve Tochia. The motion carries unanimously.

#### **Action Items:**

Preston McDaniel will assign sections of the by-laws for revisions to board members with the experience in

said areas.

Peter Lauzon will set budget for upcoming fiscal year.

**Next meeting: September 12, 2023**

**Respectfully submitted by:**

Janell Helton, Coordinator



**Code of Conduct:**

- **Exercise consideration and respect in your speech and actions.**
- **Attempt collaboration before conflict.**
- **Refrain from demeaning, discriminatory, or harassing behavior and speech.**
- **Be mindful of your surroundings and of your fellow participants. Alert SPE staff if you notice a dangerous situation, someone in distress, or violations of this Code of Conduct, even if they seem inconsequential.**
- **While at an SPE event no participant should engage in harassment in any form.**