

**SPE-STX Board Meeting January 9, 2024
Minutes**

Attendees

Bahrani, Iman	✓	Galiatsatos, Vassilios	✓
Baker, Carl	X	King, Steve	✓
Ball, Jason	✓	Lauzon, Peter	X
Cevallos-Candau, Fernando	✓	Lee, Clifford	X
Chen,Alisa	✓	McDaniel, Preston	✓
Davis,Donna	✓	Pontiff, Steve	✓
Doyle, Dell	✓	Sanketh,Kumar	✓
Helton, Janell (non-voting)	✓	Torchia,Steve	✓
Hansen, David (non-voting)	X	Wagner,John	✓

Standing Agenda:

- *Approve Minutes*
- *Counselor Report*
- *IPOC Update*
- *Treasurer Report*
- *Programs Update*
- *Membership Report*
- *Treasurer Report*
- *Educational Committee*
- *New Business:*

Quorum established at 5:05 P.M. (Central Time)

Approval of minutes : Minutes approved unanimously.

Counselor Report:

Steve Pontif: 2024 will be very active for SPE. ANTEC coming soon in March is taking away some of the papers and attendance form IPOC.

IPOC Report:

- ▶ 40 Days to go
- ▶ 317 Attendees registered

- ▶ 101 Attendees (excludes Exhibitors, Sponsors, Speakers, Committee)
- ▶ Most have registered since first of year (305 registered in final 6 weeks last year)

- ▶ 36 Exhibitors registered
- ▶ 165 Speakers Registered (not Sessions) ▶ 11 Sponsors Registered

- ▶ Finances
- ▶ \$50k from ticket sales (\$214k total last year) ▶ \$135k from Exhibitors (\$238k total last year) ▶ \$45k from Sponsors (\$49k total last year)

Exhibitors

- ▶ Exhibitors up to about 44 (after approvals)
- ▶ Some exhibitors (e.g. PMC) have not registered yet, but are clearly "in" ▶ 40-45 booths reserved (vs 54 last year)
- ▶ Expect 5 more in the next week, maybe 10 more total
- ▶ Budget and NPE challenging others (at least 2 are out, maybe 2 more)

- ▶ Maybe Dorstner, Mixaco, (mixing eqpt)
- ▶ Brabender acquired by Anton Paar (2 booths to 1)

- ▶ Updating information and approvals
- ▶ A few new names/exhibitors
- ▶ Meeting rooms up to about \$46k, lost Norac and Clariant (pop-up), Ingenia?

- ▶ Some feedback on increased fees \$3495, \$1200-\$1500/day for pop-ups ▶ Should end up at about \$56k

Publicity

- ▶ John Wagner concentrating on LinkedIn and organizational websites and press releases
- ▶ Posting to 43 LinkedIn polymer and plastics-related groups. Each with 1k to 60k+ members.
- ▶ Over past 3 weeks, 2,557, 1,425, and 1,250 impressions (views) have been reported.
- ▶ John has been posting on 8-10 LinkedIn groups since the end of September.
- ▶ Posted on calendars of 6 organization websites.
- ▶ Anticipate a Plastics Today press release soon.

Program

- ▶ Currently 131 talks, with 2-3 possible for squeezing in
- ▶ Tuesday afternoon "super sessions" with seven speakers based on content
- ▶ 5 concurrent sessions except Tuesday morning and Wednesday, each with 4
- ▶ 5 speakers in all morning sessions, 6 in afternoons.

- ▶ *Keynote every morning*
- ▶ *Tutorials in place for Sunday: Anson Wong on foams, Advincula on 3D/AM, and Mike Levy on LCA and Circularity*
- ▶ *Meeting Wednesday to assign moderators, need a few extras*
- ▶ *Following up on publication rights*
- ▶ *Reminding speakers their registration is complimentary (send announcement)*
- ▶ *Potential for +1 (direct manager or above)*
- ▶ *Jan. 22 final presentation deadline*
- ▶ *Reminders to pre-record if possible*
- ▶ *Registration*
- ▶ *Registration is going well. No major issues.*
- ▶ *Jan. 17 deadline for notebook*
- ▶ *Preston prefers to not include all details (to minimize confusion)*
- ▶ *Push audience to PheedLoop*
- ▶ *Fernando pushing sponsors for Jan. 19 final submissions*
- ▶ *Testing badge design (2022 better than 2023)*

Students

- ▶ *David communicating with student chapter advisors*
- ▶ *Getting 5 students per school, posters*
- ▶ *Utilizing “call for posters” to integrate posters into PheedLoop*
- ▶ *Includes student bio/abstract/poster*

Housing

- ▶ *Finalizing details*
- ▶ *Will get students from David for rooms*
- ▶ *UH Mariachi Band at San Luis on Sunday, 5-6:30 PM*
- ▶ *Working on hotel, exhibit meeting rooms*
- ▶ *Student dinner now starting at 6 PM Sunday*
- ▶ *Password proposal about \$8k more than last year (\$59k)*
- ▶ *Extra rooms require staffing; also capturing audio for MP4*
- ▶ *Working on spectacular registration area signage*
- ▶ *Need division meeting rooms?*
- ▶ *2-hour “after glow” in committee room planning for 2025!*

Treasurer Report:

As provided by Janell Helton:
 Checking \$574,269.22

Savings \$119,184.37

Issue with unreturned checks and ATM card from previous treasurer is resolved. All past unused checks have been voided by the bank
Preston and Iman added to the account

Eduction Report:

Dell reports that the next in-person eduction eduction opportunity will be in March or early April. Possibly a speaker recruited at the IPOC Conference. If it takes place in April we can combine it with a board meeting.

Also looking at combining the meeting with a tour of Minutemaid Stadium.

Membership:

Current membership is 371 compared with 492 by this time in 2022

Several Texas chapters are no longer active

IPOC is a good time to recruit new members

Jason Ball will contact professors at Rice University to encourage activation of a SPE student chapter. He will invite professors from Rice and Baylor to a meeting during the conference so they can get an idea of what our chapter is doing.

Motion by Donna Davis: She moves that the SPE South Texas section petition to SPE International to claim all Texas unclaimed geographies that are contiguous territories to South Texas section. Motion carries unanimously

Motion to conclude meeting: Donna Davis moved to end meeting, seconded by Steve King. Unanimously approved unanimously.

Action Items

	Owner	Due date
Iman needs to register her signature with the bank	I. Bahrani	2/13/2024
Invite professors From Rice and Baylor to IPOC	J. Ball	2/18/2024
Donna to draft Petition to SPE international to claim unclaimed Texas geographies for the South Texas section	D. Davis	2/13/2024

Motion to adjourn by Donna Davies, carries unanimously.

Next Meeting: February 13, 2024

Respectfully submitted by:
J. Fernando Cevallos-Canda
Secretary

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.