



Mark Twain Local Section Administration Form 2013

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2013?*	2
2. How many members were there in the executive committee during 2013?*	7
3. How did the executive committee communicate with one another during 2013?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Teleconference <input type="checkbox"/> ACS Network <input type="checkbox"/> Other -
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 2013 ACS Leadership Institute?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2013?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How did your local section identify future leaders and get them into the leadership pipeline during 2013?*(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 type="checkbox"/> Outreach to new members <input checked="" type="checkbox"/> Arm-twisting <input type="checkbox"/> Other -
8. Did your local section conduct an officer election during 2013? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2013?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
10. How many members voted in your local section officer election in 2013?*	15

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. 2013 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*</p>	<p>We had four very good meetings.</p> <p>March 22, 2013 - James O'Brien April 26, 2013 - Local Section Demo Show at QU September 20, 2013 - David Weimer at John Wood. October 25, 2013 - Lee Marek at QU</p> <p>The secretary is now using the website to post meeting announcements and was able to conduct the election electronically.</p> <p>Scott hosted a webinar at Quincy University.</p> <p>We had members participate in Chemistry Week and Earth Day.</p> <p>Members also judged at local science fairs.</p> <p>Frank Salter represented us at the ACS booth at the Illinois State Fair.</p> <p>We were able to help with the expenses for several Truman State students to attend the national meeting.</p>
<p>12. 2014 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Encourage more use of webinars.</p>
	<p>Move our investments to more liquid assets so we can more easily support programs.</p> <p>Review our bylaws.</p>
<p>b. What are your concerns and challenges?*</p>	<p>Improve attendance at meetings. Have a minimum of 4 meetings. The national speaker directory needs to be improved and coordination with other sections made easier.</p>
<p>13. 2014 Chair-Elect's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Get the meeting times posted on the website sooner.</p>
	<p>Have a meeting at an industrial site.</p> <p>Have at least 6 meetings.</p>
<p>b. What are your concerns and challenges?*</p>	<p>How do we get speakers for 6 meetings. How do we get more involvement by younger members and by industrial members.</p>

Local Section Administration Form - Organization

<p>1. Did your local section have any active committees with two or more members during 2013?*</p>	<p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Awards <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 type="checkbox"/> Educational <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 type="checkbox"/> Younger Chemists <input type="checkbox"/> Other
2. How many subsections were active in your local section during 2013?*	0
3. How many subsection meetings were held by your local section during 2013?*	0
4. How many topical groups were active in your local section during 2013?*	0
5. How many topical group meetings were held in your local section during 2013?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2013?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2013?*	0
8. What was the approximate number of active volunteers in your local section during 2013?*	9
9. Please estimate the number of new volunteers in your local section during 2013?*	0
10. Please indicate all the ways that your local section recognized volunteers during 2013.* (Check all that apply.)	<input type="checkbox"/> Certificates <input type="checkbox"/> Awards <input type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input type="checkbox"/> Recognition at an event <input checked="" type="checkbox"/> Recognition on web <input type="checkbox"/> Recognition in newsletter <input checked="" type="checkbox"/> Other - Pat on the back

Local Section Administration Form - Communications

1. How many local section meetings were held during 2013?*	4
2. On average, how many members attended a local section meeting during 2013?*	15
3. How did Councilors report to your local section members about national ACS matters during 2013?*(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 checked="" type="checkbox"/> Other - email
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2013?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. How does the sections leadership communicate information to its members?*	Communication is mainly through email. Some information is posted on the website.
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	4
6. Did your local section have a website during 2013?*	<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://marktwain.sites.acs.org/
7. Did your local section post its Annual Report on your website during 2013?*	<input checked="" type="radio"/> Yes <input 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 2013 activities to support your nomination.	
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Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
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