

St. Joseph Valley &gt; Administration Form

**\*Required Fields**

## Governance

**1. How many times did the executive committee conduct governance business during 2020? \*****2. How many members were there in the executive committee during 2020? \*****3. How did the executive committee communicate with one another during 2020? (Check all that apply.) \*** Email Teleconference Zoom/Gotomeeting/Webex ACS Network Other**4. What percentage of your councilors participated in the Spring Special Meeting of Council (to hear nominees for President-Elect)? \*****5. What percentage of your councilors were in official attendance at the Fall Virtual Council Meeting? \*****6. Did a member of your local section attend the Local Section Leaders Track at the 2020 ACS Leadership Institute? \*** Yes No

**7. Did your local section have a succession and/or leadership development plan during 2020? \***

- Yes
- No

**8. How did your local section identify future leaders and get them into the leadership pipeline during 2020? (Check all that apply.) \***

- Self-nomination
- Solicitation or Advertising
- Identify Active Committee Members
- Formal Leadership Training
- Long Term Plan
- Outreach to New Members
- Arm-twisting
- Other

**9. Did your local section conduct an officer election during 2020? \***

- Yes
- No

43

**10. Did your local section conduct its elections electronically during 2020? \***

- Yes
- No

We were in the process of setting up a G-Suites for Nonprofits system, but for timelessness we utilized Google Forms to do the balloting

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. 2020 Chair's report: Please provide a narrative of the past year's activity/successes/challenges: \***

The Chair of our section was unable to fulfill his responsibilities. As immediate past Chair and a member of the Executive Committee for many years, I stepped into the Acting Chair position (per the Chair's request). COVID was our biggest challenge. Earth Day activities were not hosted as COVID numbers locally were very high, and partner schools did not want to send items home to students. NCW was a virtual event, and we provided materials to students through our university partner and not-for-profits' work. Student groups at our Universities helped with that. Dr. Susan Del Valle received an IPG grant to offer students activities late in the year, which were well-received. The section transitioned from the magnet mail ACS system to a Google platform. In the future, this will provide much better communication for our section. In 2020 we had three new and very active Executive Committee members who helped with transitions and generate new ideas for the future. The election was held electronically and yielded more member voting than in previous years. One recommendation from last year that will be implemented in 2021 is establishing an intern to serve as webmaster for the local section. The plans to host engaging activities to bring families together will enhance the opportunities for more members. The current Executive team will be more involved in regional

## 12. 2021 Chair's goals for the Section

### a . Please list first of top three goals

Do activities that will help section membership become more involved in Section activities.

### b . Please list second of top three goals

Establish a better communication system within the section to help keep membership more informed about what is happening within the section and National ACS, and more informed on opportunities for individual members to pursue.

### c . Please list third of top three goals

Provide additional activities and training for middle and high school students to help promote interest in a career within a chemistry related field.

### d . What are your concerns and challenges?

Our section membership is separated over a wide geographical area, making it difficult to bring membership together for meetings/activities at a common location. We currently do not have good contacts for the science and chemistry teachers at many schools in our section's geographical area. This is due partly to Covid keeping schools closed and because of the large turnover of teachers.

## 13. 2021 Chair-Elect's goals for the Section

### a . Please list first of top three goals

To foster more community activities that bring in a variety of chemistry community participants

### b . Please list second of top three goals

To reach more individuals of the chemistry community in our section

### c . Please list third of top three goals

To promote science literacy beyond the chemistry community

**d . What are your concerns and challenges?**

Challenge is getting together, but perhaps alternatives such as video activities. Social media could work this year. Perhaps use YouTube, etc. A challenge is getting beyond the chemistry community, but the video and social media we use to reach chemists can reach beyond to a broader range of the local community.

**14. Does the Local Section have a Vision and/or Mission Statement? \***

- Yes  
 No

**15. What was the month and year of the last Local Section strategic planning session?**

09/18/2020

## Organization

**1. Did your local section have active coordinators for the following?**

Activity	Coordinator Names
Chemistry Olympiad	Susan E Del Valle
Community Activities	Patsy Lavon Boehler
Newsletter/Publications	Andrew Jason Edelbrock
Nominations	Patsy Lavon Boehler
Strategic Planning	James I Manore

**2. How many subsections were active in your local section during 2020? \***

5

**3. How many subsection meetings were held by your local section during 2020? \***

12

**4. How many topical groups were active in your local section during 2020? \***

0

**5. How many topical group meetings were held in your local section during 2020? \***

0

**6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2020? \***

- Yes
- No

\*A person who is not a member of the SOCIETY shall not become a member of any Local Section, but Local Sections may provide in their bylaws to have Local Section Affiliates, not members of the SOCIETY, who shall be entitled to all the privileges of membership in the Local Section, as provided in the Local Section bylaws, except that of holding an elective position of the Local Section, or voting on Articles of Incorporation and bylaws for the Local Section, or serving as a voting member of its Executive Committee or equivalent policymaking body, or voting for Councilor(s) or Alternate Councilor(s) from the Local Section. In their bylaws, Local Sections may either provide or withhold the privilege of voting by Local Section Affiliates for an elective position (other than Councilor or Alternate Councilor) of the Local Section. Local Section Affiliates may be appointed as Committee Chairs, if allowed by the bylaws of the Local Section.

**7. How many dues-paying local section affiliates\* were in your local section during 2020? \***

**8. What was the approximate number of active volunteers in your local section during 2020? \***

**9. Please estimate the number of new volunteers in your local section during 2020? \***

**10. Please indicate all the ways that your local section recognized volunteers during 2020 (Check all that apply.) \***

- Awards
- Certificates
- Letter to Volunteer
- Letter to Volunteer Supervisor
- Recognition at an Event
- Recognition in Newsletter
- Recognition on Web
- Other

## Communication

**1. How many local section meetings were held during 2020? \***

0

2. On average, how many members attended a local section meeting during 2020? \*

0

3. How did Councilors report to your local section members about national ACS matters during 2020? (Check all that apply.) \*

At an Executive Committee Meeting

At a Section Meeting

In an Email

In the Newsletter

On the Local Section Website

Other

4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2020? \*

Yes

No

5. How does the section's leadership communicate information to its members (including social media channels)?

a . General description of communication:

Newsletter, and emails

b . How Often do these communications occur? Number of newsletters published:

3 times a year 3 newsletters for last year

c . How Often do these communications occur? Number of meeting notices:

0 last year

6. What social media does your local section use? (If selected, the link is required.)

Facebook

Instagram

LinkedIn

<input type="checkbox"/> Snapchat	<input type="text"/>
<input type="checkbox"/> TikTok	<input type="text"/>
<input type="checkbox"/> Twitter	<input type="text"/>
<input type="checkbox"/> Other	<input type="text"/>

**7. Did your local section have a website during 2020? \***

- Yes
- No

Saint Joseph Valley Local Section

**8. Did your local section post its Annual Report on your website during 2020? \***

- Yes
- No

## Nomination

The Local Section (LS) Outstanding Performance (OP) ChemLuminary Award is given annually to a local section in each section size category by the Local Section Activities Committee. This award recognizes the most outstanding performance of a LS in a particular size category in supporting ACS, its section members, students, the public, the education enterprise, industry, other ACS sections, other professional societies, and partnering organizations. The review is based solely on the LS FORMS annual report (AR), considering primarily the summary self-nomination statement below and the summary descriptions contained within Events, Activities, and Meetings. Other performance indicators may include administrative (e.g. participation in elections) and financial (e.g. sound budgetary policy) aspects. Timely submission of your administration and financial forms is a major factor in the evaluation of your LS for the Outstanding Performance Award.

**1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award \***

- Yes
- No

## Supporting Materials

Brief Description	File Name	File Size	Date Uploaded
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St. Joseph Valley > Financial Form

## Revenues

### 1. Annual ACS Allotment \*

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### 2. New member commissions \*

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### 3. Donations, contributions \*

#### a. Bequests and/or trusts (list amount separately from line 3) \*

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### 4. Rebate from ACS for Councilor travel expenses \*

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### 5. ACS Awards or Grants received (e.g. IPG) \*

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### 6. Program revenue (includes newsletters, short courses, lecture series, national or regional meetings, etc.) \*

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### 7. Local section dues, affiliate dues \*

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### 8. Interest, dividends \*

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**9. Special events and activities (describe and itemize in document uploaded to Supporting Materials Tab; the purpose of these is to raise funds other than contributions to finance exempt activities. Include events such as dinner dances, raffles, bingo games, etc.)**

**a. Gross revenue (not including contributions reported on line 3) \***

\$0.00

**b. Less direct expenses other than fundraising expenses \***

\$0.00

**c. Net income (or loss) from special events and activities (line 9a less line 9b) \***

\$

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**10. Meals (include total meal revenues) \***

\$0.00

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**11. Other revenue (describe and itemize) \***

\$0.00

na

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**12. Total Revenues (Add lines 1 through 8 and 9c through 11)**

\$11,058.61

## Expenses

**13. Subsidies to subsections, topical groups or affiliate groups. \***

\$0.00

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**14. Awards, scholarships, grants, etc. \***

\$2,000.00

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**15. Administrative expenses (not including postage, printing, and shipping)**

**a. Salaries, other compensation \***

\$0.00

**b. Professional fees and payments to independent contractors \***

\$0.00

**c. Occupancy, rent, utilities, and maintenance \***

\$0.00

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**15d. Total administrative expenses (add lines 15a through 15c)**

\$

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**16. Printing, publications, newsletters, meeting announcements, postage, and shipping. \***

\$0.00

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**17. Local meetings (include speakers expenses) \***

\$0.00

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**18. Meals (include total meal expenses) \***

\$0.00

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**19. Travel subsidies to Councilors. \***

\$0.00

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**20. Travel subsidy and fee for Local Section Track at the ACS Leadership Institute \***

\$0.00

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**21. Other expenses (describe and itemize) \***

\$169.95

na

**22. Total Expenses (add lines 13 through 21)**

\$2,169.95

**23. Total Excess (DEFICIT) (Line 12 less line 22)**

\$8,888.66

## Budget

**24. Investments (estimated current market value of stocks and bonds) \***

\$0.00

**25. Restricted Funds - Of the amount cited in line 24, indicate how much is restricted by external donor stipulation for uses such as awards, funds, building funds etc. List individual accounts, if possible.**

**a. Name of the Fund and Amount \***

\$

**b. Name of the Fund and Amount \***

\$

**c. Name of the Fund and Amount \***

\$

**d. Name of the Fund and Amount \***

\$0.00

**Total Restricted Funds (add lines 25a through 25d)**

\$

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**26. CDs, Money Markets \***

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**27. Cash on hand (passbook savings and checkbook) \***

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**28. Other assets (describe and itemize) \***

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**29. Total Assets( add lines 24 through 28)**

\$41,169.88

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**30. Average interest earned on assets (%) \***

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**31. Liabilities, if any \***

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**32. Net assets, by end of current financial year (line 29 less line 31)**

\$41,169.88

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**33. Last year's Net assets, by end of last financial year (line 32, previous year report) \***

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**34. EXCESS (DEFICIT) (line 32 less line 33)**

\$8,888.65

**35. EXCESS (DEFICIT) (from line 23 in Expenses tab)**

\$8,888.66

**36. Explain the difference between lines 34 and 35 \***

difference is \$ 00.01 and I have not found a data entry problem. PRB

## Tax Information

### Description

Public Support Test or Reason for Non-Private Foundation Status

Local sections must normally receive more than 33 1/3% of its support donations from the general public and not more than 33 1/3% of its support from investment income.

**37. Public Support Ratio**

**Gifts, Grants, Contributions, Membership Dues, Exempt Function Revenues ,Interest, Unrelated Business Income, Tax Revenues, Value of Services and Facilities, Other Sources \***

\$98.29

**a. Gifts, Grants, Contributions, Membership Dues, Exempt Function Revenues, Interest, Unrelated Business Income, Tax Revenues, Value of Services and Facilities, Other Sources \***

PASS

**38. Gross Investment Income Ratio \***

\$1.71

**a. Gross income from interest & dividends/ Gifts, Grants, Contributions, Membership Dues, Exempt Function Revenues,Interest, Unrelated Business Income, Tax Revenues, Value of Services & Facilities, Other Sources \* Exclude any unrelated business income \***

PASS

**39. Which Form 990 did your local section file with the IRS for the Tax Year?**

- Form 990-N (Electronic Postcard)
- Form 990-EZ
- Form 990

**40. What is your local section’s Employment Identification Number (EIN)? EIN is an all-number 10 character format. For example, 12-3456789 \***

35-6041348

**41. Does your organization want to continue to be included under the umbrella of the American Chemical Society’s Group Exemption Letter?**

- Yes
  - No
- Yes

**42. The local section requests their annual allotment**

- Yes
- No

## Supporting Material

Brief Description	File Name	File Size	Date Uploaded
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