

Erie &gt; Administration Form &gt; 2022

**\*Required Fields**

## Governance

**Please input your responses to all questions based on the annual reporting year (unless otherwise instructed.)**

**1. How many times did the executive committee meet to conduct governance business? \***

**2. How many members were there in the executive committee? \***

**3. How did the executive committee communicate with one another? (Check all that apply.) \***

 Email Teleconference Zoom/Gotomeeting/Webex ACS Network Other

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

**5. What percentage of your councilors were in official attendance at the Spring Virtual Council Meeting? \***

**6. What percentage of your councilors were in official attendance at the Fall Hybrid Council Meeting?**

100	%
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**7. Did your local section have a succession and/or leadership development plan? \***

- Yes
- No

**8. Did a member of your local section attend the Local Section Leaders Track at ACS Leadership Institute? \***

- Yes
- No

**9. How did your local section identify future leaders and get them into the leadership pipeline? (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

**10. Did your local section conduct an officer election? \***

- Yes
- No

**11. Did your local section conduct its elections electronically? \***

- Yes
- No

**12. How many members voted in your local section election?**

23

The following questions 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. Do not feel limited by having spaces indicated for the top three goals. Other goals can be added in the comment box if needed.

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

With reduced COVID-19 restrictions we were able to host several in-person events. We delivered hands-on activities for K-9 students in an after school program and promoted a youth poetry contest for CCEW. To engage our broader community we held a scientific inquiry event during NCW at our local Mall, a talk by one of our local members on his research on Biopolymers, and a Science Cafe at a local Brewery among other promoted events. Our ongoing effort to increase communication among members and the greater community benefited from our section being awarded a METT grant. These funds were used to support the development and maintenance of our new section website as well as technology to enhance presentations for our remote viewers. These technologies as well as the funds awarded to us from an IPG will aid our section as it continues to plan and begin to implement activities celebrating our section's 100 years of chemistry here in northwestern Pennsylvania.

Responses to be provided by the Chair-elect for the annual reporting year.

**14. Chair-Elect's Goals \***

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

Engage local section student members.

**b . Please list the second for top three goals**

Improve social media presence.

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

Seek new opportunities for community outreach.

To be completed by the Chair-elect for year following the annual reporting year.

**15. Next Year's Chair-elect's Goals \***

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

Increase the number of in-person and virtual events sponsored by the local section.

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

Revisit the strategic plan.

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

Encourage students in the section to participate in national meetings.

**16. Does the Local Section have an Vision and/or Mission Statement \***

- Yes
- No

## Organization

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

Activity	Coordinator Names
Awards	Jay C Amicangelo
Chemistry Olympiad	Christine A Saber
Newsletter/Publications	Lisa J Nogaj

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

0

**3. How many subsection meetings were held? \***

0

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

0

**5. How many topical group meetings were held? \***

0

\*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.

6. How many dues-paying local section affiliates\* were there in the local section? \*

0

7. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) \*

- Yes  
 No

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

15

9. Please estimate the number of volunteers that were new. \*

5

10. Please indicate all the ways that your local section recognized volunteers? \*

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

food

## Communication

Please input your responses to all questions based on the annual reporting year (unless otherwise instructed.)

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

- Yes
- No

**2. How did Councilors report to your local section members about national ACS matters? \***

- At an Executive Committee Meeting
- At a Section Meeting
- In an email
- In the newsletter
- On the local section website
- Other

**3. On average, how many members attended a local section meeting? \***

**4. How many local section meetings were held? \***

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

**a . General description of communication:**

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

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

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

Facebook

Instagram

LinkedIn

Snapchat

TikTok

Twitter

Other

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

- Yes
- No

**If the answer to above question is YES, what was the URL for your website?**

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

- 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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