

Association of Consulting Chemists & Chemical Engineers, Inc.



514 Corrigan Way
Cary, NC 27519
Telephone: 1-908-500-9333

www.chemconsult.org

accce@chemconsult.org

AGENDA

Council Meeting at Javits Center on October 23, 2019

Live and via Go To Meeting (close out FY 2019)

Time: 4:30 PM Eastern Time

Please RSVP "YES" OR "PROXY" to

chemlabconsulting@gmail.com

Call to Order by President

Agenda & Changes

Approvals

Minutes of last meeting

Treasurer's Report

President's Remarks

David Manuta

Council Members

Attendees / Proxies

Kokila Doshi

Steve Duerr

David Manuta

Reports of Committee Chairman

Program

Newsletter

Membership

Richard Goodman

Joe Porcelli

Dick Schauer

Official Business

Election Results

Committee Chairs

Back-ups for Key Members/Succession Planning

Web Site Issues

David Manuta

David Manuta

All

All

Charlie L. et al.

Nominating Committee – comprised of Bernie Ennis, Charlie Leonard, and Joe Porcelli

President = Manuta, Vice President = Goodman, Secretary = Doshi, Treasurer = Duerr

Councilors are: Borne, Byrne, Hoffman, Sagarese, Schauer, and Wetzel

Congratulations to All!!

New Business

Set Next Meeting Date

Motion to Close

All

All

All

NOT ATTENDING?

PLEASE PROVIDE YOUR PROXY FOR COUNCIL QUORUM REQUIREMENTS

Treasurer's Report October 23, 2019 FY19 Close

Fiscal Year FY19 10/1/18-9/30/19

Spreadsheet bookkeeping is reconciled to Wells Fargo bank statement every month and most recently as of 9/30/19. The required IRS 990-N has been filed. The bookkeeping spreadsheet is attached as 190930financials and shows compliance with the FY19 budget.

We currently have 37 paid members including 1 honorary. Four members joined with the initial \$25 dues: Koki Doshi, Cemal Ercan, Jeff Masse, and John Miller. We currently have 10 paid Newsletter ads.

ACC&CE is in good financial shape.

Submitted by J. Stephen Duerr, Treasurer ACC&CE

No.	CATEGORY	BUDGET FY19 approved 10/18/18	ACTUAL FY18	ACTUAL FY19 thru 9/30/19	EXPLANATION for FY19
INCOME					
1	CHI	\$1,200	\$120.00	\$0.00	12 months @\$100
2	Dues	\$3,000	\$2,925.00	\$2,400.00	40 members @\$75
4	Newsletter/Website	\$620	\$620.00	\$620.00	Newsletter sponsors + website ads (7*\$50+3*\$90)
5	Meetings	\$0	\$0.00	\$0.00	ALL meetings virtual, so no income
6	Donations	\$0	\$1,000.00	\$0.00	
7	Total Income	\$4,820	\$4,665.00	\$3,020.00	
EXPENSES					
8	Newsletter/Website	\$1,200	\$652.73	\$779.49	\$80 annual web hosting/registration (ICD Soft) + \$1120 website improvemen8
9	Meetings	\$390	\$550.17	\$401.89	GoToMeeting annual
10	Office Expenses	\$0	\$0.00	\$2.48	Including Paypal fees
11	Marketing	\$1,230	\$443.00	\$0.00	(ChemShow is Fall 2019)
12	Reserve	\$2,000	\$2,000.00	\$2,000.00	Planned surplus so Council can review spending assuming replenishment of Reserve
13	Total Expenses	\$4,820	\$3,645.90	\$3,183.86	
14	Net	\$0	\$1,019.10	-\$163.86	

Note - Due date for annual dues invoices is 11/1 with dues invoices issued NO EARLIER THAN 10/1 and dues checks deposited NO EARLIER THAN 10/1

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AGENDA

Council Meeting at Javits Center on October 23, 2019

Live and via Go To Meeting (begin FY 2020)

Time: 4:45 PM Eastern Time

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Call to Order by President

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Approvals

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Reports of Committee Chairman

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Richard Goodman

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Dick Schauer

Official Business

Back-ups for Key Members/Succession Planning All

Committee Chairs All

Web Site Issues Charlie L. et al.

David Manuta

New Business

Set Next Meeting Date (11/19, 12/19 or 01/20) All

Motion to Close

All

NOT ATTENDING?

PLEASE PROVIDE YOUR PROXY FOR COUNCIL QUORUM REQUIREMENTS

Treasurer's Report October 23, 2019 FY20 Open

Fiscal Year FY20 10/1/19-9/30/20

The proposed FY20 Budget is attached. Income is expected to continue as last year with a bit of an increase in CHIs (we hope). With Council approval, expenses can exceed the budgeted line item totals because of the planned surplus Reserve. With our current financial condition, we should be increasing traffic to the website and increasing marketing efforts to attract members and clients with emphasis on CHIs. In addition, we should be encouraging interaction with ACC&CE and its members in all venues: GTM online meetings, Newsletter, and website.

Submitted by J. Stephen Duerr, Treasurer ACC&CE

No.	CATEGORY	BUDGET FY20 proposed 10/23/19	ACTUAL FY19	ACTUAL FY20 thru 9/30/20	EXPLANATION for FY20
INCOME					
1	CHI	\$600	\$0.00	\$0.00	12 months @\$50
2	Dues	\$2,550	\$2,400.00	\$0.00	34 members @\$75
4	Newsletter/Website	\$620	\$620.00	\$0.00	Newsletter sponsors + website ads (7*\$50+3*\$90)
5	Meetings	\$0	\$0.00	\$0.00	ALL meetings virtual, so no income
6	Donations	\$0	\$0.00	\$0.00	
7	Total Income	\$3,770	\$3,020.00	\$0.00	
EXPENSES					
8	Newsletter/Website	\$370	\$779.49	\$0.00	\$80 annual web hosting/registration (ICD Soft) + \$290 website improvemen8
9	Meetings	\$400	\$401.89	\$0.00	GoToMeeting annual
10	Office Expenses	\$0	\$2.48	\$0.00	Including Paypal fees
11	Marketing	\$1,000	\$0.00	\$0.00	\$500 Chem Show A/V + \$500 other marketing (Chem Show is Fall 2019)
12	Reserve	\$2,000	\$2,000.00	\$0.00	Planned surplus so Council can review spending assuming Reserve replenishment
13	Total Expenses	\$3,770	\$3,183.86	\$0.00	
14	Net	\$0	-\$163.86	\$0.00	

Note - Due date for annual dues invoices is 11/1 with dues invoices issued NO EARLIER THAN 10/1 and dues checks deposited NO EARLIER THAN 10/1