

**Minutes of the Executive/Business Meeting**  
**Organic Division, Canadian Society for Chemistry**  
**London, May 30 2004**

**Present:** Prabhat Arya, Francis Beaulieu, Stephan Horne, John McIntosh (CIC board rep.), Soledade Pedras (recorder), Vic Snieckus (ACS rep.), Steve Withers, Mark Workentin.

1. The Minutes of the Aug. 2003 Organic Division Executive Meeting were passed.
2. Items arising from the minutes:

A special request was received from Chantel Benson an organizer of the "2nd Banff Symposium on Organic Chemistry" for financial support from the division. We supported the first meeting with \$500. This request the issue of support for conferences in general because we are getting many such requests from meetings such as QOMSSBOC and POMS and the Banff meeting as well as other graduate student meetings.

We agreed to support this conference for \$500, on the condition that the money be used for graduate student awards. (Note added: Letter to organizers with the check is on file with MSW)

We agreed that we will not generally support these meetings and only consider such requests individually based on finances as seed money. We agreed to set a guideline to sponsor regularly the four regional undergraduate chemistry conferences to \$500/year for a maximum total of \$2000. These are:

- 1) Southwestern Ontario Undergraduate Student Chemistry Conference
- 2) Western Undergraduate Student Chemistry Conference
- 3) APICS (Atlantic Student Chemistry Conference)
- 4) Quebec Undergraduate Student Chemistry Conference

Further, the condition was that the money must be used for **undergraduate student awards** in the area of organic chemistry AND that we get a **report of the award winners** so that we could properly highlight this in our division minutes and web pages.

MSW said that having a known fixed budget will aid the treasurer (fund-raiser) so that the fund-raising each year should account for this expected expenditure. In addition to conference expenses (registration fees, travel, banquet, graduate student awards) the fund-raising needs to cover these four meetings (2K), costs of the executive lunch (ca. \$200), and cost of the Lemieux award (last year was about 1.9K), although this latter amount can also be taken from the proceeds of our special investments.

3. Report from the Chair (Steve Withers/Prabhat Arya):  
Prabhat gave an overview of the finances in 2003 (report attached). The Division is in good shape. A surplus of about 12 K was transferred to London for this year's meeting.

4. Report on 2004 CSC London Meeting (Mark Workentin)

The Organic Division has five organic symposia and a general symposium, total of 143 oral presentations and 161 posters. There were about 120 banquet tickets. Total fund raising to the Divisions of Organic and Biological amounts to ca. 57K (note added after conference: 65K). It was reported that this funding was expected to be completely used to pay for the diverse Organic/Biological conference activities (speakers, banquet, prizes, etc.). (Note added: The fund-raising also covered the cost of the Lemieux Award, Executive Meeting lunch, and support of the 2<sup>nd</sup> Banff Meeting. 12.5 K was transferred to Soledade Pedras in fall of 2004).

5. Status report on Upcoming Conferences

a) Report on plans for 2005 CSC Conference in Saskatoon (Soledade Pedras). May 29-June 1, 2005 Saskatoon Convention Centre, and other venues. Soledade provided a list of symposia and their organizers for the Organic Division programme (see attachment). Due to the number of rooms available, the plan is to have 3/4 parallel organic and biological sessions.

Soledade was encouraged to make sure that the symposia included enough variety for the more "physical organic" colleagues. They represent about 40% of our division participating members at the meeting. She was to discuss this issue with the other organizers.

b) Report on plans for 2006 CSC Meeting - Halifax

Bruce Grindley was approached to organize the Organic Division program. (Note: Bruce has subsequently agreed and thus serve this year as secretary)

6. Report from CSC Board Meeting John Mcintosh, CSC.

John reported the Board has approved a proposal to reduce the Board to a little over half of its current size. This will be accomplished, under the proposal, by having one Director represent all Divisions, and the members will be more directed to their Board tasks than they are now.

7. CIC/CSC Awards

a) Ichikazaki Awards (Prabhat). There were 3 applications this year, and 3 recommended for funding.

**Shawn K. Collins**, MCIC  
Université de Montréal

**Karine Auclair**, MCIC  
McGill University

**Hélène Lebel**, MCIC  
Université de Montréal

b) Lemieux Award M. Lauten (U of Toronto) is this year's recipient.

c) Student Awards (Mark) Because of the large number of student presentations and posters, has recommended that there be awards for each symposia (or posters related to such), to be administered by the organizer. (Note: in the end 27 graduate student awards were presented for a total cost of \$3000.00 – funded through the fund-raising.)

d) General Comments There is still a lack of visibility for these awards, CSC awards need to be better advertised.

8. Proposed slate of the New Executive for 2005

Chair: Prabhat Arya

Vice Chair: Mark Workentin

Treasurer/Program Chair: Soledade Pedras

Past Chair Steve Withers

Secretary: (Bruce Grindley has now agreed)

CSC Representative: John McIntosh

ACS Representative: Victor Snieckus

Member-at-large: Stephen Home

Member-at-large: Francis Beaulieu

9. There was some discussion regarding the CIC policy to have access to moneys from the divisions. It was agreed that moneys raised by the Organic Division through conferences should be kept in a separate account to be opened wherever the conference takes place. (Note: the national office requires joint signing privilege; it is a condition of receiving the CIC Grant which amounts to about 3K/year)

10. It was suggested that a longer time be allocated for the Executive meeting in 2005, perhaps after the afternoon sessions will be a better time. (Prabhat action item for 2005)

Appendix 1: Financial Report for 2003 (P. Arya)

Appendix 2: Report on Organic Division and Biological-Med Program at the 87<sup>th</sup> CSC Conference, London, 2004 (M. Workentin)

Appendix 3: Report on Organic Division Program at the 88<sup>th</sup> CSC Conference in Saskatoon (S. Pedras)