

BWIS Board Meeting
August 10, 2016

Attendees: Wen, Amber, Anna, Kathy, Kahille, Christina, Kristine, Jane, Jyoti, David, Shruti

- Jane – media and relations – writes BWIS articles
 - Has been getting last minute requests to advertise lectures
 - Each article needs to be written, approved by requestor, fact checked, edited, approved by DoE, then posted
 - 3-4 weeks ahead of an event is very necessary
 - If you want a big box advertisement on the homepage, the earlier the better
 - Could even be in ‘Brookhaven this Week’, which is sent to all BNL personnel and to a lot of external people
 - Engaging pictures are needed with decent resolution
 - Jane will send us the guidelines
 - People in front of interesting things – books or something that identifies what they are talking about; with color
 - Get photography requests in as early as possible
 - Local papers – need a week or more before those papers are sent out
 - Announcements on the homepage – it can be listed the day of the event (within an hour), but earlier publicity is better
 - Chasman and Goldhaber – consider making those calls earlier

- Goldhaber Reception – Friday, Sept 30, 4pm
 - Fred Goldhaber (son) will speak, with the winner on skype.
 - High School student we sponsored might be able to give a talk

- Diversity & Inclusion Workshop
 - Doon asked us for our comments on his presentation – email Anna and Kathy
 - To meet with Doon and Bob Lincoln next week

- Videos – have 3-4 BWIS member highlighted – want a variety of backgrounds, people with cool hobbies, 3-5 minutes each

- Kathy to make Anna admin on the BWIS Facebook page

- Daycare – may be closed April 2017
 - Participation is down and it is not sustainable

- We should make a committee on it – Anna, Jyoti, Amber, Kathy, Karen – meet Friday at lunchtime
- USB flash drive order to be placed
- CARE – proposal is ready – do we have enough people to organize it?
 - Approach ASAP members and user groups (Gretchen and Kelly)
 - Ask Gail
 - Organize a subcommittee
- Lt Governor Article – had BWIS tag but we did not have anything to do with that event
 - Maybe change the tag to Women in Science
 - We will wait and think about this
- BNL BWIS Survey
 - What do people want BWIS to do?
 - Will you commit to helping?
 - Lynne Ecker had done this in the past – ask her about the Novi survey
- Gravitation Wave Talk – Sept. 22 at 4:30pm
- Kathy and Kahille cleaned out the BWIS closet- thank you!
- Elections:
 - Publicity Committee – Amber – will work with Jane and keep track of dates
 - Coordinator – Anna
 - Jr. Coordinator – Wen
 - Secretary – Kristine
 - Treasurer – Shruti
 - Membership Chair – Kathy
 - Program Seminars – Vivian and Jyoti
 - Educational Outreach – Kahille
 - Scholarships
 - Goldhaber – Marc Andre (and maybe Jerome)
 - Chasman – Neil (and maybe Wei Lin and David)
 - Webmaster – Nick Franco
 - David would like to volunteer whenever needed (maybe HS Career Day)
 - Remove Work-Life Balance Committee?
 - How do we make more committees? Should we add people to committees?