

**Phi Eta Sigma
Meeting Minutes
November 16, 2008**

Members Present: Miranda Everhart, Sarah Fink, Gregory Jordan, Terrence (TR) Reese
Advisors Present: Danielle DeCuir, Kerri Keller, Monica Strathman

Officer Reports

President - Miranda reported that she was unable to get in touch with the company about the PES T-shirts. The group decided to request that all potential designs be submitted at the next meeting/social on December 14, 2008. The winning designer will receive his/her T-shirt for free.

Community Service Chair - TR reported that the Flint Hills Breadbasket could use some additional help during the holiday season. The group agreed that PES should recruit volunteers to help at the Flint Hills Breadbasket the weekend of November 22-23. TR will send a message to the listserv asking for volunteers and their availability for those dates.

As the Community Service Chair, TR will send a monthly notice of upcoming PES- sponsored service opportunities as well as other service opportunities for the campus and Manhattan communities. If you are aware of any service activity through other organizations, please provide the information to TR to include.

Secretary – Chelsea sent an email prior to the meeting that she was unable to attend due to a work conflict. Monica agreed to prepare the minutes on Chelsea’s behalf. The group decided that the minutes of each meeting will be distributed electronically to the officers for corrections/approval before posting on the chapter’s website. Since Gregory brought his laptop to the retreat, he took notes. Gregory will send the notes to the officers electronically for corrections/approval before posting on the website.

Treasurer – Sarah reported that the only expense this year was for pizza at the retreat on November 9, 2008, which cost \$43.03. The current balance in the checking account is \$666.16.

Webmaster – Since the last meeting, Gregory has updated the officer information on the website. The URL to the K-State chapter website is <http://www.ksu.edu/phetasigma>.

Old Business

National Scholarships – The National Phi Eta Sigma Scholarship application will be available in January. The deadline for submission is March 1, 2009. Each chapter may bring forth one application (two if the chapter inducts more than 150 members during the previous year). Chapter advisors review all applications to determine whose will be submitted on behalf of the chapter. More information about the application process will be provided at the January meeting.

K-State Chapter PES Scholarship – A brief discussion about selection criteria and the development of a point system was held. However, no decisions were made. This item was tabled for future discussion.

Silver Key Project – Miranda will contact Kristi to get information about co-sponsoring their upcoming service project.

Second Helping – Kerri reported that the Second Helping project which provides an evening meal each Sunday to those-in-need is already booked through the end of the year. After some discussion, the group agreed to commit with Second Helping for Sunday, February 1. PES will be recruiting volunteers to help with this service project. The time commitment is from approximately 4 pm – 7 pm. More information will be provided as the date approaches.

New Business

Listserv – The question was raised as to whether all the recent inductees are included on the PES-L listserv. Monica is an owner of the listserv and will verify that all recent inductees are included. In addition, it was suggested that we verify whether the listserv is set to allow attachments. Monica will contact James Morrill to verify.

Next Meeting/Social/Food Drive – Kerri offered her home for the next meeting and to include a social gathering in conjunction. Due to other obligations, the time of the meeting/social is to be determined. However, it will either be from 1 pm – 3 pm or from 3 pm – 5 pm. It was agreed that the officers will each bring a snack/treat and that everyone attending should bring at least one food item to donate to the Flint Hills Breadbasket.

Activities Carnival – The group had a brief discussion about the January Activities Carnival. However, no decisions were made about whether PES should participate. The item was tabled for a next meeting.

Adjournment

The meeting adjourned at 2:10 pm. The next meeting is scheduled for Sunday, December 14, 2008. Details are forthcoming. See New Business for additional information.