

Phi Eta Sigma  
Meeting **MINTUES**  
Sunday, February 8, 2009

- I. Call to order
  - a. Time **2:06 pm**
- II. Roll call
  - a. Advisors **3 - All**
  - b. Members **0**
  - c. Officers **3**
- III. Approval of minutes from last meeting
  - a. Move **Kristi Mendenhall**
  - b. Second **Sarah Fink**
- IV. Advisor Reports
  - a. Monica Strathman
    - i. No Report
  - b. Kerri Day Keller
    - i. Second Helping
      1. Sunday, March 8
      2. Sunday, April 5
      3. 4 – 5 people works Great!
      4. Will check with Church to see if a meeting beforehand (2pm) is permitted – **Yes! We can have our meetings at 2pm on days we volunteer for Second Helping!**
  - c. Danielle Decuir
    - i. **No Report**
- V. Officer Reports
  - a. President: Miranda Everhart
    - i. **Absent**
  - b. Vice President: Kristi Mendenhall
    - i. Dana Strathman? - **Monica to email about recruitment Chair duties. Reply expected by Friday, Feb 13<sup>th</sup>.**
    - ii. Chelsea Stephens? - **Unable to meet on weekends.**
    - iii. Sara Tedford? - **Our Advisor but requests to have minimal involvement this year.**
  - c. Treasurer: Sarah Fink
    - i. Current Balance **\$355.68** (After payment to Thread for T-shirts)
    - ii. Activity since last meeting
      1. Reimburse Kristi Mendenhall for Activities Fair display = \$ **\$7.89**
      2. T-Shirts from Thread = **\$302.59**
    - iii. Upcoming Payments
      1. Thread – use of Powercat = **\$15.19**
  - d. Secretary: Chelsea Stephens
    - i. **Absent – no report**
- VI. Chair Reports
  - a. Webmaster: Gregory Jordan
    - i. **Absent**
  - b. Recruitment Chair: Dana Strathman
    - i. **Absent**
  - c. Community Service Chair: TR
    - i. Second Helping – **Kerri will be unable to stay after the meeting on 3/8 for Second Helping. Danielle Decuir to stay.**
    - ii. Banquet invitations – **TR Read the draft he made to send with induction invitations. GREAT JOB!**
- VII. Old Business
  - a. Shirts
    - i. Order placed 2-2-09
      1. 24 Shirts - **Kristi Showed everyone a printout of what the shirts look like. Everyone's Excited!**
      2. Total amount = \$302.59 + \$15.19 = \$317.78
      3. Each shirt = \$13.25
- VIII. New Business
  - a. Recruitment
    - i. Letters
      1. List of students who meet the requirements (Kristi Has this list) – **Given to Monica**
      2. Letters: **Hard Copy of letter mailed to Permanent Address and an electronic copy to students' temporary address here at KSU. The hard copy will have an informational PES Brochure, TR's Welcome/Congrats letter, and the Banquet invitation letter with RSVP info.**
    - ii. Banquet

1. Date and Room reservation? - **Interested in Sunday, April 19<sup>th</sup>. Kristi to check with the union about scheduling. (Done 2.9.09)**
    - a. **Union Director's Office for room reservation – 532 – 6591 (Union 2<sup>nd</sup> floor)**
    - b. **Union Food Service (Chartwells) – 532 – 6883 (Union 2<sup>nd</sup> Floor)**
  2. **Recruitment Committee Formed: Dana Strathman?, Kristi Mendenhall, Monica Strathman, Miranda Everhart, Sara Tedford, and Sarah Fink.**
  3. **Recruitment Committee Meeting Sunday, Feb 22<sup>nd</sup> @ KSU Foundation Building (2323 Anderson) 2pm**
    - a. **At this meeting we will decide on a menu to have at our Banquet. Change the figures/dates/etc from last year's invitation letter and have them ready to print. We want to print and send these letters by Fri, Feb 27<sup>th</sup>. We plan to send a hard copy to the Permanent Address (Parents) and an electronic Copy to the temporary Address.**
  4. **Logistics of Banquet**
    - a. **50 – 6 ppl**
    - b. **Banquet Room**
    - c. **Need: Podium with microphone, LCD Data Projector, Screen, Laptop computer, Speakers?**
    - d. **Speaker? Kristi to Email Bosco to see if he is willing/available to speak for our banquet.**
- b. Web – Can we put photos of our officers/members/advisors on our webpage? – **Gregory (webmaster) not present**
- c. **Misc.**
- i. **Discussed having a Potluck meeting on Sunday, May 3<sup>rd</sup> for the new members that were inducted in April. This would allow an opportunity to have officer elections so we can be prepared for the upcoming fall semester, allowing us to get a head start on the new year. Also, this meeting would serve to honor the past year's officers with certificates/awards.**
  - ii. **Potluck Committee: Kerri Keller and Danielle Decuir. These two advisors to organize, plan, and host this event. Also, they are to decide which officers will receive which awards and have them printed and ready for the mtg.**
    1. **Kristi to design and print out a sign up sheet for dishes for this Potluck meeting. (Done 2.11.09)**

IX. Announcements

- a. Our Next Meeting is March 8<sup>th</sup> 2pm @ the church on Poyntz & Juliette. Second Helping afterwards
- b. Remember Scholarship apps are due by Monday, February 16<sup>th</sup> to Monica!

X. Adjournment

- a. Time 3:15 pm
- b. Move Kristi Mendenhall
- c. Second TR