**Attendees**: Who was there? Tracy, Caleb, Raquel, Athena M., Juan, and Velda

Meeting was called to order by Tracy at ?????? p.m.

**Old Business**

*Chapter HiA*: Presentation went well. All that is left is to write up something and post it online.

*Regional Conference*: Overall, the conference went well. There were some concerns about insinuations and behavior of some chapter attendees

Regional HiA Project: Went well, too. Jenni is writing up results.

*College Project*: Apparently went well. It would be nice to have some feedback from someone, maybe Kate, about this.

*C4 Signing Day*: It went well. Someone from the chapter needs to count the signatures. The costs of the cakes were:

* Walmart, 2 ¼-sheet cakes that costed $29.96 total
* Safeway: 1 ¼-sheet cake and a tray of cupcakes
* Walmart: 5 ½-sheet cakes that costed $89

The cake was gone by 1 pm, and the chapter will want to think about times and how much cake to have available.

Velda estimates (based on serving sizes listed online) that there were 612 servings of cake and cupcakes.

**New Business**

Velda has asked Raquel to develop an annual calendar of events and work backwards to set planning dates so that we know well “before the last minute” that we have something coming up. This calendar will also help the chapter know about donations required throughout the year, and we could then ask professionally early.

*Winter meeting times*: Need to established and then post.

*Boat show/Fish pond*: We take charge of the Pepsi sponsored fish pond. For all the work, the chapter receives $500. Juan has agreed to lead this.

*SOLVe scheduling*: Needs to have a date set and posted.

*30th Avenue cleanup scheduling*: Needs to have a date set for each term and posted.

*Graduation assistance*: We will want to get the word out early in spring term to make sure people understand that we help with this.

*Orientation scheduling for winter and fall*: Need to established and then post.

*Induction scheduling for winter and fall*: Need to established and then post.

*Lane Preview Night*: Last year it was February 22, on a Wednesday. We anticipate it will be February 20, but it has not been announced. We usually have a table there and talk to prospective Lane students and their families. We need to have several bags of candy, too.

*Table display*: Raquel is working on that and items for the window in the office.

*Spring graduation with regalia photo shoot*: We need to set a date for this far enough in advance so that everyone can schedule it. Tradition has been that there is a photo shoot out by the big sign on the west side of campus. It would be convenient to have it on a time when the campus is not crowded.

*International Convention*: April 4-6, 2013 in San Jose, CA

* If anyone is running for international office, he or she must be there on April 3
* April 4: Academy and opening session. Velda strongly suggests that chapter members, especially those who will be at Lane the following year, attend the Academy.
* April 5: All day
* April 6: All day
* Early bird registration is February 4. Early board costs are $289 for registration and $95 for the academy
* The van will cost $.555/mile
* There is a marketplace where the chapter could sell items. It costs $75 for a table, but then someone must staff it. Velda mentioned that the region may have a table, and the executive team was interested in helping with the regional table.

The chapter needs to know how many they can afford to send.

There will be a process to determine who goes to the convention, and those who wish to travel will need to complete an essay stating why they want to go and what they expect to bring back to the chapter, college, and community. Velda and Tulsi will select attendees. The most we have ever sent was four members.

*Honors Institute*: June 17-22 at Villanova University in Philadelphia, PA

* Registration is likely $875
* Last year the deadline was May 25, and it filled earlier

*Regional conference*: Will be May 3-5, 2013 at Camp Angelos near Mt. Hood CC. The fee is likely to be $100, but it has not yet been determined.

*Fundraising*: We have missed many opportunities for fund raising. Velda mentioned a previous position for Food, Fun, and Fellowship. We are missing that component. The chapter will need to do some type of fundraising before asking for financial support from student groups or the campus administration.

These ideas were brainstormed:

* Raffle. Kaitlyn has a lot of experience there
* Valentine’s Day
* Coach Sheely: serve food from the hot dog cart at a sports venue
* Pop can drive in the community. Velda mentioned that you could do that by putting up flyers in community settings like churches. Athena mentioned that many businesses throw recyclable cans in the trash.

*Earth Day*: We will likely want to do something with other clubs for that. It is usually in April.