

PHI THETA KAPPA | SIGMA ZETA CHAPTER



MINUTES/NOTES FROM SEPTEMBER 17TH, 2012 GENERAL MEETING

1. Call to Order at 6:07 PM
2. Roll Call: Sign-in sheet on file- Mark, Tracy, Raquel, Kaitlyn, Caleb, and Athena
3. Agenda: 5 Star Chapter Progress and upcoming events
4. Minutes: Minutes from August 27th and Sept 10th meeting were tabled without objection until our next meeting
5. Reports:
 - Executive Officers – If an officer is not able to attend a general meeting they will need to e-mail their report to Tracy or Mark
 - Regional Officers – Kaitlyn went over the workshops that will be offered at the HIA conference in October
 - Advisors – nothing to report at this time
6. Old Business
 - 5-Star Chapter Progress
 - Honors in Action
 - Packet (Handout from the 5pm Work Session) – the handout that is also found in the orientation packet will be passed around for everyone to handwrite their input
 - College Project (Whiteboard Brainstorming) – Tracy will put together for Tulsie to present to Helen Garret at their meeting.
 - Welcome Week (Volunteer Signup sheet) – passed around the sign-up sheet to everyone in attendance
 - SOLVe Fall Creek Cleanup (Signup sheet) – members are to join the event via Facebook
7. New Business
 - Membership Status & Strategy – maintain posters, flyers, and bulletin boards on campus
 - Fundraising – Financial Report Request (from Tina/College Finance) – tabled for now
 - Workshop Series (Title/Topic Brainstorming) – topic chosen for first workshop will be Google Docs and Google Calendar. To be presented every Thursday at 3:30-5:00 p.m.
8. Upcoming Events:
 - SOLVe Fall Creek Cleanup on September 23, 2012 10am-1pm – then potluck at 1pm – Caleb will edit the posting and delete the potluck portion
 - New Meeting time begins on September 25, 2012 at 3:30pm (till 5pm...*late report\$)
 - Welcome Week Hospitality Tent Volunteer for student life and leadership development – see new business
 - Rocky Mountain Cascade Region Honors in Action Conference October 12-14 \$40 each
 - Budget Requests: trips, events, supplies, etc. - Approved by consensus, Mark will be in charge of the cheer/chant, Tracy will e-mail details
 - New Member Orientation on October 16, 2012 – Tracy will be doing a presentation and handing out orientation packets, snacks (cookies) will be served
 - Adopt-a-Road Cleanup October 20, 2012 – the SOLVe video will be ran the week prior at the general meeting

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- Achieving the Dream Conference November 1-2, 2012
 - Informal New Member Induction November 6, 2012
 - Signing Day November 19, 2012
9. Items/Requests for Next Meeting – next meeting will be on September 25th, at 5:00 p.m.
- Tabled items from 9/10/12 meeting
 - Minutes from the previous two meetings
 - Fundraising – Financial Report Request
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10. Recap-
11. Adjournment Time 7:08 p.m.