



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

www.phisigmaiota.org

Meeting of the Executive Committee September 25, 2011 Comfort Suites, Amish Country, Lancaster, PA 17602

Present: Randall Donaldson, Cynthia Halpern, Susan Rosenstreich, and Phillip Wolfe, Joan Marx, and the Administrative Director Roz Macken

The meeting was called to order by President Susan Rosenstreich.

The agenda for the morning's meeting was approved.
Halpern/Wolfe, 4-0

The approval of the minutes of the telephone call on April 28, 2011 was postponed pending a revision of the text.

Operations: The Board deliberated on an item reported by the Administrative Director with respect to the ACHS Annual Meeting Roundtable Notes on its social media policy and resolved that:

PSI develop a social media policy in compliance with the policy developed by ACHS.
Susan/Randy, 5-0

Officers and Elections: The Board reviewed the rotation of officers before confirming the following elections for the current year: First Vice President and Secretary. The Board also discussed the status of the Nominating Committee and confirmed that it will appoint a Chair during the November meeting from among the five members. A call for nominations will be sent out by November 1.

Committees: Board members discussed candidates for the Publications and Nominating Committees along with possibilities for the position of Editor of the *Forum*. This discussion will continue during the November 2011 PSI Board Meeting.

Convention: The Board continued its discussion of the possibility of PSI's participation in the SEPCHE [Southeastern Pennsylvania Consortium of Higher Education] foreign language symposium in spring of 2012. C. Halpern expressed her resolve to continue working with the SEPCHE group to ascertain the feasibility of PSI's participation in their event.

Phi Sigma Iota

Allegheny College, 520 North Main St., Box 30, Meadville, PA 16335-3902

Phone: 814-332-4886

Fax: 814-337-4445

Email: contact@phisigmaiota.org

Status of Chapters: The Board discussed a number of items related to outreach strategies and to the education of Chapter Advisors, which included suggestions to have Chapter links to the PSI website, increased efforts to collect e-mail addresses (including FaceBook addresses) of PSI members, and an education webinar for Advisors. In particular, the Board focused on two items referred to it by the Administrative Director in regard to assuring that new chapters are in line with PSI bylaws and that the financial aspects of chapters are established in accordance with PSI guidelines. The Board first resolved that:

The final part of new chapter applications include a document to be signed by Chapter Advisors which states that Chapter Advisors agree to abide by the bylaws of PSI and that their PSI charter will not become active until the document is returned with the necessary signature.

Randy/Joan, 5-0

In the interest of promoting transparency in the financial aspects of PSI chapters, the Board further resolved that:

When new chapters are established, the congratulations letter include the recommendation that Chapter Advisors establish chapter accounts within their institutions. It shall also state that if Chapter Advisors are unable to do so, PSI will send them the necessary information for the establishment of commercial accounts.

Joan/Susan, 5-0

Finances and Budget: The Board's deliberations on the financial status of PSI included ways to further improve its financial health and stability. Based on the financial advice offered by Bernie Halpern, the Board resolved that:

All proceeds from investments in Certificates of Deposit (both principal and interest) coming due in the current budget year be reinvested along with a portion of funds in the PSI checking account in short-term CDs or money market accounts with a rating of AA or higher at the highest possible rate of return.

Randy/Cindy, 5-0

In addition, in order to facilitate financial transactions, the Board resolved that:

PSI acquire a credit card for the sole purpose of financial transactions necessary to the organization.

Susan/Cindy, 5-0

and that:

Philip Wolfe be empowered and delegated to execute the financial transactions indicated in the two resolutions above without reservation or restriction.

Joan/Cindy, 4-0, 1 abstention

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Joan F. Marx". The signature is fluid and cursive, with the first name "Joan" being the most prominent.

Joan F. Marx
Executive Secretary