



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

www.phisigmaiota.org

Telephone Meeting of the Executive Committee November 12, 2009

The meeting convened at approximately 4:50 p.m., once all parties were connected. Four members of the Executive Committee and the Administrative Director participated (i.e., Donaldson, Halpern, Macken, Rosenstreich, and Wolfe).

The minutes of 4/28/2009 and 10/4/2009 were approved (4-0).

Following the agenda distributed electronically prior to the meeting, the group took up the following items:

1. The FY '11 Budget: The draft budget presented by the Administrative Director was reviewed and discussed.
2. Response to the new small grants program has been modest. The group discussed several additional ways in which to bring the opportunity to the attention of the chapters.
3. Last year's scholarship recipients have not yet filed a report on how they used their grant monies. They will be contacted directly. If the recipients give permission, excerpts of their report will be published on the web.
4. Activity Reports:
 - a. Macken: Things are running smoothly; the number of chapters interested in reactivating is increasing. We have a bid from Allegheny College for printing the *Forum*. The bid from Dowling College has not yet been received. We will give the contract to Allegheny unless the Dowling bid is lower by a margin which offsets the increased cost of printing and mailing from two separate locations.
 - b. Wolfe: Once the agreed-upon amount of money from the Florida lawsuit is restored to the Society, it will be added to the \$30,000 previously approved from budget surpluses and invested in treasuries with staggered maturation dates.
 - c. Donaldson: In general, the Executive Committee is in compliance with the By Laws and Board Policies. The group resolved to devote a segment of the fall retreat to Board Education and a review of the Policy Handbook.
 - d. Halpern: The Scholarship Committee is complete and will report its recommendations for action during the April teleconference. Progress is being made toward building a Nominations Committee.

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

Phone: 814-332-4886

Fax: 814-337-4445

Email: contact@phisigmaiota.org

- e. Rosenstreich: Letters of thanks have been seen to Carla Lucente and Dorothy Mitstifer. We are moving forward to establishing a presence for Phi Sigma Iota at meetings of the MLA, ACTFL, and similar organizations.
5. The Executive Committee approved (4-0) the decisions taken in executive session concerning the annual performance review of the Administrative Director. Although deliberations in executive sessions are confidential, the Committee would like to publicly acknowledge Roz Macken's superb performance in her capacity as Administrative Director and extend its gratitude to her for her contributions to the health, well-being, and smooth functioning of Phi Sigma Iota.

The agenda for the next phone meeting of the Committee on January 14, 2010 was discussed. The meeting adjourned at 5:32 p.m.

Tentative Agenda for January Teleconference:

Annual Disclosure of Conflicts of Interest
Adoption of FY '11 Budget
Annual Survey of Advisors (after appearance of *Forum*)
Annual Report and Statement of Values

Schedule of Upcoming Meetings:

Telephone Meeting Schedule: January 14, 2010 (4:45 p.m.); April 15, 2010 (4:45 p.m.)
Annual Retreat: October 14–17, 2010, Lancaster redivivus