



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

<https://phisigmaiota.org>

Meeting Minutes
Executive Committee Meeting
Saturday September 11, 2021

Attending: Balmori, Hetrick, Rossoll, Allen, Macken, Wolfe, Larson

- Balmori convened meeting (9:08 am)
- Approval of May 13, 2021 minutes (Allen moved, Hetrick seconded; motion passed unanimously)
- Administrative Director's Report (Macken) (9:10 am)
 - because many schools are holding in person classes, Macken expects more inductions than last year
 - our receipts and assets have exceeded the threshold for filing an EZ tax return, so we need to review the DRAFT of the tax return rather than the FINAL version so that our accountant can file
 - Macken suggested hiring a company to run any virtual conference that we decide to have after attending a well-run virtual conference this summer
 - discussion about virtual conference planned for next meeting
 - elections upcoming in January
 - Larson will become president
 - Rossoll's term is up
 - Hetrick volunteered to serve on the nominating committee
 - Macken has approached several chapter members to run for board positions, but did no outside recruitment last year because of the pandemic
 - search is ongoing for Macken's replacement
 - Balmori asked if the administrative center could be located elsewhere, but it would be difficult for various logistical reasons (merchandise in Macken's office, etc.)
 - Wolfe said Allegheny College does not want to lose PSI
- 100th anniversary celebration (10:03)
 - approval of pins design and other merchandise
 - Macken wants to know price of pins if we plan to give them away
 - Balmori will send us pin designs to vote or express opinions on, and Macken will look into cost
- Scholarship: standardization of criteria (10:13)
- Business Meeting (11:07)
 - approval of business agenda, moved by Hetrick, seconded by Allen, unanimously passed
 - approval of last meeting's minutes, moved by Hetrick, unanimously passed
 - approve administrative director's report, passed unanimously

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- approval of 2020 IRS form 99 draft, Allen moved, Balmori seconded, passed unanimously
- approve revision of scholarship application, Hetrick moved, Allen seconded, passed unanimously
- schedule next meeting (11:19)
 - November to certify results of next election
 - December 2 Thurs at 4:30 pm Eastern time

11:00

Adjourn