



The International Foreign Language Honor Society

Phi Sigma Iota

Member of the Association of College Honor Societies

<http://phisigmaiota.org>

Telephone Meeting of the Executive Committee January 20, 2011

The meeting convened at approximately 4:50 p.m. after all participants were connected. The participants included members of the Executive Committee (Randall Donaldson, Cynthia Halpern, Susan Rosenstreich, and Phillip Wolfe) along with Joan Marx, Michael Wilson, and the Administrative Director Roz Macken.

The agenda for the conference call included the following items:

1. **Approval of Minutes:** The minutes of the November 18, 2010 meeting, distributed electronically prior to the meeting, were approved unanimously.
2. **Executive Committee Positions:** The Executive Committee confirmed the vote of newly elected officers R. Donaldson as President Elect and C. Halpern as Second Vice President. The resignation of R. Donaldson as Secretary of Phi Sigma Iota was accepted by the Executive Committee. J. Marx was appointed Secretary, effective immediately.
3. **Activity Reports:**
 - a. **P. Wolfe: Draft PSI Budget.** P. Wolfe presented a draft budget to the Executive Committee which included an increase in the funding of scholarships to \$10,000 and the sum of \$3,500 to be used for the Executive Board Retreat to be held in September 2011 in Lancaster, PA. He also reported that he expects a profit of \$40,000 this year, which should amply support the *Forum* as well as perhaps provide an increase in scholarship money from \$10,000 to \$15,000. The Executive Committee also discussed with P. Wolfe his recommendation to roll over the PSI funds instead of making any changes at the present time. R. Donaldson moved the question, and J. Marx seconded. The budget was approved unanimously.
 - b. **R. Donaldson: Survey Questionnaire.** R. Donaldson reported that the survey is in process. Suggestions were made by S. Rosenstreich and R. Macken to include questions regarding the professional grant application, financial reporting as per concerns regarding IRS compliance, and general issues such as the ease of use of the PSI website. Donaldson agreed to keep the survey brief and said he would pass the draft to the Executive Committee for everyone's perusal.
 - c. **C. Halpern and J. Marx: Professional Grant Application.** The Executive Committee discussed the form of the application which was revised by Halpern and Marx and distributed prior to the January 20th meeting for additional input by the Committee. Suggestions for distribution of the new form to members included posting it on the PSI website, the *Forum*, FaceBook, and/or simply sending it out via regular mail to PSI graduates. R. Macken reported that 3 scholarships were awarded in the past year at \$2,000 each and 4 were awarded at \$1,000 each. P.

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Wolfe reiterated that the total amount of \$10,000 was to be awarded to worthy recipients as the Scholarship Committee deemed appropriate. C. Halpern reported that Maria Rippon of Furman University would join the Scholarship Committee this year.

- d. **S. Rosenstreich: Draft of Letter to Dorothy Mitstifer.** S. Rosenstreich reported on the draft of a letter to be sent to Dorothy Mitstifer, Executive Director of College Honor Societies, in order to express PSI's appreciation for the confidence that her organization showed in PSI's governance. The draft was reviewed by R. Donaldson and would be sent to the other members of the Executive Committee for confirmation.
 - e. **M. Wilson: *Forum*.** It was reported that this year's edition was in progress, and that the deadline for submissions was January 20, 2011. According to M. Wilson, Editor of the *Forum*, he had been receiving "interesting things that can create a good *Forum*," and that he did not anticipate any problems with this edition.
4. **New Business:** R. Macken presented to the Executive Committee the possibility of a new telephone system for conference calls. The cost to PSI would be the same as the current system, but the new system would allow for the simultaneous connection of more people, and it would have more features. After some discussion, the Executive Committee decided to keep the current system.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,

Joan Marx
Executive Secretary

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