



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 29, 2012

The meeting convened at approximately 6:00 p.m. after all participants were connected for the conference call. The participants included members of the Executive Committee (Randall Donaldson, Cynthia Halpern, Joan Marx, and Phillip Wolfe) along with the Administrative Director Roz Macken.

1. The minutes of the Annual Board Meeting on September 30, 2012 were approved. (4-0)
2. **Budget:** R. Macken presented a preliminary budget for 2013-2014 and said that a formal budget would be submitted for consideration at the January 24th telephone meeting. P. Wolfe reported that the 2012-2013 PSI budget is in good standing. Also, as directed by the Board at the September Annual Retreat, P. Wolfe opened an account with Wells Fargo in Illinois (\$80,000) and he reported that a projected profit of \$2,000 per year from that investment is expected.
3. **Administrative Director's report:**
 - **Elections:** R. Macken reported the recent election results for all committees. Newly elected members of the Executive Committee include Phillip Wolfe as President Elect and Leslie Sconduto as Second Vice President. The Board accepted the election results.
 - The election of P. Wolfe as President Elect resulted in the Boards' need to appoint a person to fill his current position of First Vice President for the next year. The Board moved to appoint Cynthia Halpern to the position of First Vice President, which P. Wolfe will vacate as of January 2013.
(Wolfe/Marx, 3-0; Halpern, 1 abstention)
4. **PSI Annual Survey:** R. Donaldson reported that a draft of the survey results will be presented to the Board at the January 24th Telephone Meeting in order to be ready for publication in the *Forum*.
5. **Scholarship Committee:** The Board reaffirmed the date for submission of scholarship applications for March 29, 2013.
6. **Administrative Director's Annual Review:** The Board made plans to discuss the Annual Evaluation of Roz Macken to be presented by President R. Donaldson by mid-December.

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7. **Conventions:** J. Marx will report in January on options for a regional convention in the Northeast as suggested by Sister Mary Helen Kashuba of Chestnut Hill College.
8. **Recruitment:** Roz will consult with ACHS on the practices associated with international chapters, and she will report her findings to the Board at the January 24th Telephone Meeting.
9. **April Telephone Meeting:** The Board agreed to schedule the April Telephone Meeting for April 25, 2013 at 5:00 p.m.

The meeting adjourned at 5:25 p.m. (4-0)

Respectfully submitted,

A handwritten signature in blue ink that reads "Joan F. Marx". The signature is written in a cursive style with a large initial "J" and "M".

Joan F. Marx
Executive Secretary