Executive Committee Meeting Minutes
Saturday, September 24, 2022
9:00 am EST

Attending: Larson, Hetrick, Rossoll, Allen (voting members), Hess, Alvarado-Brizuela, Broersma (guests), Macken

- Meeting convened 9:26 AM (Larson)
- Approval of April 14, 2022 minutes: Allen moved, Hetrick seconded, unanimously approved (4-0)
- Administrative director’s report (Macken)
  - initiation: Macken expects standard initiation cycle since pandemic has lessened
  - Macken’s replacement, Pauline Lanzine (retired Allegheny employee), will train with Macken until around Feb/Mar 2023 and will be available for consultation thereafter
  - chapter attrition: some smaller colleges are sunsetting their language programs, so we are losing some chapters
  - November executive committee elections
    - need president-elect, 2nd vice president
    - other positions have 2-year terms, with 1 year left on these
- The Forum
  - Forum publication pushed from December to May 1, based on requests from chapter directors and COVID circumstances
- Association of Collegiate Honors Society Conference (10:07) (Larson)
  - Larson attended virtually, Balmoral went in person
  - 2023 conference Feb 16-18 in Jacksonville, FL: who would like to attend with PSI’s financial support?
    - there is no virtual option
    - Larson will attend if no one else is interested in attending
    - email Roz and/or Larson (larsonk2@nku.edu) if you would like to go
- Centennial Celebration 2022 (10:13) (Larson)
  - new pins: Macken disappointed in small size, older pin was bigger
  - new inductees get a pin, Macken will send both pins to all inductees
  - Broersma suggested a centennial sticker for laptops and water bottles
- PSI Virtual Conference 2023 (10:24) (Larson)
  - Macken summarized conference issues
  - Broersma suggested a popular keynote speaker, short event
  - suggestions:
    - live version of the Forum
    - presentations from scholarship recipients
- popular speaker
- short event
- breakout rooms where students could network with each other
  - chapters could present projects
- gauge chapter interest with a Google form:
  - time: Fri 1-3 pm (time zone)
  - would chapter members be interested?
    - Larson and Hetrick will work on a survey to send to chapter members in order to gauge interest in a conference
- Break (11:00-11:10)
- Budget (11:20) (Larson, Macken)
  - Macken sent board members the budget report
  - most income is Feb-Apr during induction season (this spans 2 fiscal years)
  - there have been a few more expenses but Macken assesses that we are doing alright
  - taxes have been submitted according to law
- New Chapter Membership Requirements
  - Cal Poly application
    - procedure: board approves, then chapters must vote to admit
- Schedule next virtual meeting: Wed Nov 30 at 3:00 pm EST

**Executive Committee Business Meeting Minutes**

*Saturday, September 24, 2022*

11:37 am EST

- Minutes of April 14, 2022 minutes were approved: Allen moved, Hetrick seconded, unanimously approved (4-0)
- website and email hosting: we are paying an external company to host because Allegheny won’t host because they need to have control over the content
  - better to remain an independent organization
- Cal Poly application: Allen moved to approve, Hetrick seconded, passed unanimously (3-0)
- survey about a virtual conference for members: Hetrick moved, Allen seconded, passed unanimously (3-0)