

Pennsylvania State Chapter  
*PHI BETA LAMBDA*



MEETING MINUTES

DATE: April 23, 2006

TYPE: SEC Transition Meeting

LOCATION: Lancaster Host Resort, Lancaster PA

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*Kimberly Ciotti called the meeting to order at 8:55 am.*

**Attendance:**

'06-'07 SEC: *Marty Wise, Barbra Gehan, Alyssa Soto, Kimberly Ciotti, Lori Korchok, Matt Neuringer, Tristan Myers, Megan Beatty, Kris Knittle*

**Action:**

- Who's Who Winners' Bonds:
  - Phil moved to give winners a \$50 savings bond
  - Matt seconded the motion
  - Motion carried
- SEC Retreat:
  - The SEC retreat will be held on June 2, 3, 4, 2006
- Contact Information:
  - Information was recorded from SEC members and will be distributed by Phil later in the week
- NLC State Meeting
  - Barbra reported that our state meeting will be held on June 24 at 10 pm in the Lincoln Room.
  - It was advised to check the website for the times of events because they are starting on June 24 this year.
- Web Site
  - Phil and Alyssa will distribute the list of award winners from the SLC
  - Everyone was instructed to send Phil a bio and picture for the web site
  - Email accounts will switch over one week from the meeting after current officers are finished
- Open Positions:
  - Treasurer
    - Applications will be accepted until May 15<sup>th</sup> for the position of Secretary
    - SEC members are to screen the resumes and applications and email Barbra with a rank by Friday, May 19<sup>th</sup> at noon

- Phil will then contact the top three candidates and arrange for a conference call one of two dates:
  - Wednesday May 24<sup>th</sup>: 7 pm
  - Thursday May 25<sup>th</sup>: 4:30 pm
- A decision will be announced on May 26<sup>th</sup>.
- Parliamentarian
  - Phil moved to have Matt serve as Parliamentarian
  - Alyssa seconded the motion
  - Motion carried

### Information Discussion:

- Plan of Action
  - SEC members were encouraged to bring ideas to the June Retreat to be discussed
  - Also, it was suggested to bring a date book to record meeting dates at the Retreat
- Annual Meetings
  - It will be decided at the Retreat as to if/when/where we will have an East/West SFOO
  - Also, the SLC will be discussed at the Retreat
- Audit Books
  - Kimberly will take care of the treasurer's material for now
- Gold Seal Chapter/Who's Who Awards
  - SEC members were told to review the guidelines for the retreat
  - Matt also suggested initiating a Best New Chapter Award
- Institute for Leaders
  - Will be held June 23-24, 2006, so will need to arrive in Nashville on June 22
  - Officers were encouraged to attend
- Expenses Covered by State
  - IFL--\$120
  - NLC--\$225
  - NFLC--~\$100
  - SLC--\$125
  - Parking & Toll Fees
  - Mileage--20¢ per mile
- PCI Regions
  - Will be assigned at the Retreat
  - Think about which chapters you would like (Temple—Kimberly)

*Phil motioned to adjourn meeting. Kris seconded the motion. Meeting adjourned at 10:12 am.*