

Pennsylvania State Chapter
Phi Beta Lambda



Meeting Minutes

DATE: April 15, 2007

TYPE: State Executive Council Meeting

LOCATION: Holiday Inn Harrisburg East

Josh Wolfe called the meeting to order at 8:45 a.m.

Attendance:

'06-'07 SEC: *Lori Korchok, Tristan Myers, Josh Wolfe, Barbra Gehan, Bob Kollar, Howard Marzolf, Alissa Soto, Gary Schwartz*

Secretary's Report:

Bob recommended starting a binder of all the minutes from the year to pass on to the new secretary.

Treasurer's Report:

Marty and Gary will meet with Howard to update the signature page for the checks.

Empty Position:

Marty will email out a notice to all advisers and members letting them know of the opening for the position of State Secretary. A schedule of action will then be given to the officers.

Officer Guidelines

Barb reviewed the officer guidelines that everyone has signed and agreed to at the time of their interviews.

Officer Transition

- Contact information was recorded from SEC members and will be distributed by Tristan by Monday.
- Tristan gave Lori the electronic reporter files. Josh and Lori will meet another time to transfer the president files.
- Gary will contact Ed to discuss the transfer of email addresses.
- Josh will order name tags for everyone. It was decided that the name tags contain "Pennsylvania PBL" on the third line rather than just Phi Beta Lambda.
- Travel expenses for officers will be 20¢ per mile as well as a portion of the NLC.
- Officers Retreat will be held June 1-3, 2007. Marty will email out the location at a later date.

SLC Debriefing

The SLC was discussed and comments were given on areas to possibly improve. Some of the major concerns were:

- Guidelines need to be sent out to all chapter advisers immediately after the changes are made by Nationals.

- Alissa will email the results of each chapter to the advisor.
- It will be stressed next year that members need to be dressed in dress code for breakfast.
- Overall, workshops were pretty well attended. Officers were encouraged to start thinking about possible workshop presenters or keynote speakers now so that we can book them in advance.

The 2008 State Leadership Conference will be held April 18-20, 2008 at the Holiday Inn in Grantville.

*Tristan motioned to adjourn; Lori seconded.
Meeting adjourned at 9:54 a.m.*

Respectfully Submitted:

*Tristan Myers
Secretary*