

Pennsylvania State Chapter  
*Phi Beta Lambda*



Meeting Minutes

DATE: August 18, 2007

TYPE: State Executive Council Meeting

LOCATION: Central Pennsylvania College, Summerdale, PA

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Josh called the meeting to order at 9:08 a.m.

**Attendance:** 2007 - 2008 SEC: Josh Wolfe, Tristan Myers, Jen Peebles, Howard Marzolf, Lori Korchok, Marty Wise, Bob Kollar, Tara Blomvall, Felicia Smith, Jess LaRosa, Jaret Wilson, and Holly Ehman

**Secretary's Report:** Minutes were reviewed from the SEC meeting on July 21, 2007. Tristan moved to approve the minutes as corrected. Lori seconded and the minutes were approved.

**Old Business:**

Marty requested that documents such as minutes and treasurer's reports be sent out prior to meetings.

We will try to schedule the open SEC meeting dates at a college where one of the new advisors are located, which is Chestnut Hill and South Hills.

**Welcome Packet:**

The Welcome Packet is printed.

**Treasurer's Report:**

The ending checkbook balance from July 21 to August 18 is \$10,701.42. The ending balance including investments is \$42,570.69. Jen moved to approve the treasurer's report. Bob seconded and the treasurer's report was approved.

**2007 – 2008 Budget:**

The SFOO budget was discussed. Howard and Bob will create a proposal form for schools who want to host a SFOO. The SFOO budget was increased to \$2000. Tristan moved to approve the budget as corrected. Jen seconded. The 2007 – 2008 budget was approved.

**SEC Meeting Locations:**

Try to schedule meetings at Chestnut Hill and South Hills State College or South Hills Phillipsburg so the new advisors can attend.

**Partnerships:**

Josh is talking with Ernst and Young. Marty is talking with Sovereign Bank. Howard is talking with Hershey, Morgan Stanley, Reinsel Kuntz Leshner, GE, and a law firm. Bob will contact PNC Bank. Lori will meet with Home Depot.

**Virtual Chapter:**

Juan is working on the web pages for the virtual chapter. He will be the advisor of the virtual chapter. There is communication compatibility to have meetings through the national site. There is one member so far.

**SFOO:**

Some suggestions/comments from last year's SFOO were more time for questions, more networking, and more interactive discussions.

An agenda for the SFOO was prepared. Jen will type the agenda.

Tristan moved to break for lunch and Howard seconded. The motion was passed and a break was taken at 12:42 p.m.

Josh called the meeting to order at 2:20 p.m.

**SFOO:**

The registration deadlines for the SFOOs will be October 1 and October 15.

**Officer Reports:**

Each officer will send a report each month. Reports are due the 5<sup>th</sup> of every month. The report should be about one page and include work being done to accomplish goals, PCI involvement, and any other activities that the officers are working on. The first report will be due on September 5.

**PCI Contacts:**

Josh will print officer contact information from the NLC. Tristan will send out last year's contact information.

The first letter to PCIs should include:

- Goal of 5 new members per chapter
- Invite FBLA chapters to tour college campus
- Personal recognition for recruiting
  - Membership Mania and Membership Madness
- Ask advisors to see Welcome Packet
- SFOO
- List upcoming activities and deadlines
- Four Habitat Help-Out Days
- March of Dimes

**Habitat for Humanity:**

Tentative dates and locations:

- November 3- Pittsburgh
- December 2- Lebanon
- February 16- Reading
- March 1- Harrisburg

Jen will schedule the Habitat Help-Out Days.

**Fundraiser Idea:**

Tristan had a fundraiser idea of selling PA PBL pins and/or T-shirts. The officers will ask members at SFOO if there would be interest in purchasing pins. Tristan will create a design.

**SLC:**

Start thinking of potential speakers now so we can plan ahead.

We will try to have a workshop given on the Professional Division of PBL.

**Open Discussion:**

Josh will send a general letter to all FBLA students to try and recruit them to PBL.

Lori will add all officers' email addresses to the E-News list.

Lori requested that everyone take the Market Place survey on the National website.

Lori will be giving a workshop at the NFLC. Josh will help and Howard and Jen will take turns helping.

Lori will need help at the recruitment booth at the NFLC.

There is a Comprehensive Business Examination that could be provided to PBL members. It would test different areas of a student's major. The cost is \$15 for the one hour test. You would be given a score and ranked among the nation. Lori will get the details about the exam.

NFLC meeting time will be after the opening session.

Tristan will propose revisions to the State Bylaws.

Lori will try to schedule a trip or SEC meeting at the National Office.

The officers worked on the Welcome Packet and SFOO brochure.

Jen moved to adjourn the meeting and Lori seconded. The motion was passed and the meeting was adjourned at 6:07 p.m.

*Respectfully submitted:*

*Jen Peebles,*

*Secretary*