

PHI THETA KAPPA INTERNATIONAL HONOR SOCIETY

ALPHA NU OMEGA CHAPTER

Harrisburg Area Community College, One HACC Drive, Harrisburg, Pa. 17110

Executive Planning Meeting

Sunday, July 26, 2009

Attendees: **Susan Lyddy**, President; **Jennifer Knee**, Vice President; **DiAnna Bryant**, PR Secretary; **Christopher Smith**, Treasurer; **Dean Thaddeus Sampson**, Founding Chapter Advisor; **Jennifer St. Pierre**, Lancaster Advisor; **Dr. Brett Stumphy**, Lebanon co-Advisor, **Michelle Gandy**, Harrisburg co-liaison; **Rachel Smith**, Harrisburg co-liaison; **Stacey Miller**, Gettysburg liaison; **Julie Kirby**, member; **Melanie Kramer**, member; **Valorie Rosi**, member ex officio; **Gary Aller**, Alumni ex officio.

Absentees: **Patty Collamer**, York co-Advisor; **Dr. Peter Ocsodal**, York co-Advisor; **David Bailey**, Gettysburg; **Jennifer Van Ormer**, York co-liaison; **Missy Fuhrman**, York co-liaison; **Min Martin**, Lebanon liaison; **Pamela Glindeman**, Lebanon co-Advisor; **Mary Nickle**, Lancaster liaison.

I. Opening Activities

- A. Fellowship amongst attendees began at 1:00 p.m.
- B. President Lyddy called the Executive Planning meeting to order at 1:14 p.m.

II. Action Items

- A. Approval of minutes from June 28, 2009 Executive Planning meeting.
 - Dean Sampson suggested start time of fellowship be added to meeting minutes.
 - Question regarding Domestic Violence Project; Gettysburg campus involved, discussion regarding a Chapter-wide project.
 - A motion was made to approve the minutes from the June 28, 2009 Executive Planning meeting; seconded, motion carried.
- B. Approval of Cheer contest with prize.
 1. PR Secretary, DiAnna Bryant suggested a cheer contest to update current Alpha Nu Omega cheer. Members would submit suggestions and the Officers will vote. A prize could consist of graduation regalia to contest winner.
 - A motion was made to approve the cheer contest and prize, and seconded.
 2. Discussion:
 - Dean Sampson stated a similar contest was implemented in the past to update the banner and suggested upping the anti. Chapter would decide on words and lyrics. Guidelines for contest should be instituted for contest; ie. Cheer must have Alpha Nu Omega incorporated, references to Hallmarks, etc.
 - President Lyddy suggested that if, in fact, the Executive Board and Chapter adopt a new cheer, the person who submitted entry will receive the entire graduation regalia.
 - The motion passed by all Officers in attendance with no opposition.

III. New Business

A. 2009-2010 Committees

- Fellowship committee added, responsibilities include approving fellowship relations. Five volunteers needed.
- Changes were made to job description to add “with members of Alpha Nu Omega Chapter”.
- President Lyddy stated we do not have Committee Chair job descriptions. Vice President Knee will be submitting one to be approved for next meeting. Dean Sampson thought there may be one available. Descriptions are generalized in the Bylaws under 5.01 Chairperson Duties; however, specifics would not be incorporated in the Bylaws.
- Motion to remove from the table discussion regarding 2009-2010 Committees; seconded, and motion carried by all Officers in attendance.
- Motion carried by all Officers in attendance to approve 2009-2010 Committees.

B. 2009-2010 Projects

- President Lyddy stated 2009-2010 projects are ad hoc.
- Vice President Knee stated the projects also include Domestic Violence, possible co-Chair available; Campaign Committee, possible Chair available; the Wall-E Project, Vice President Knee, Jennifer St. Pierre and Mary Nickle co-Chairs; the Navaho School Assistance Chaired by Rachelle Smith; Project Graduation, position open; 2001 Regional Convention, Chaired by President Lyddy; American Foundation for Children with AIDS presently Chaired by PR Secretary Bryant until volunteer is found. May have Chair for Relay for Life.
- Dean stated list does not include individual projects of campus.
- President Lyddy stated these are Chapter level projects.
- Project Graduation modified to occur throughout semester.

C. Middle States Programs

- President Lyddy announced that Middle States Programs have not been released to date. Due date for the programs is usually December.
- Middle States looking to host a President luncheon open to all chapter officers.
- Beta Alpha Phi has Adopt a Beach project Saturday, September 26 at Belmar Beach from 10:00 a.m. to noon.
- Treasurer Smith suggested utilizing HACC bus for volunteers. Dean Sampson stated it must be driven by authorized driver.

D. Induction Speakers

- President Lyddy stated that both people suggested at our previous meeting by Wendy Brubaker and Treasurer Smith have accepted the invitation to speak at Induction. Dean Sampson will contact both to decide which will speak at the Fall and Spring Induction ceremonies.

E. Lyme Disease Project

- Julie Kirby presented a Power Point presentation regarding Lyme disease.
 - a. Lyme disease is fastest growing vector born disease in U.S.
 - b. Early detection is key to cure; no cure thereafter.

- Jennifer St. Pierre stated it spoke well to the “Paradox of Affluence”.
- Dean Sampson suggested Board present project at general meeting.
- President Lyddy suggested it be picked up as a Chapter Project.

** Dean Sampson recognized and presented Dr. Brett Stumphy, Lebanon co-Advisor with an Phi Theta Kappa Advisor medallion. All campus advisors are recognized with medallions which are to be worn at all official Phi Theta Kappa events, but not with casual clothing.

IV. Old Business

A. Project Updates

1. Operation Green. No update presented.
2. Relay for Life
 - Vice President Knee stated there may be a member interested to Chair.
3. American Foundation for Children with AIDS
 - PR Secretary Bryant stated we have been invited by President Baehre’s to host a silent auction during her Holiday party to raise funds.
 - President Lyddy stated October is AIDS month.
 - Further sale of pins were suggested; need to notify campus liaisons.
 - Dean Sampson suggested a lunchtime movie regarding AIDS awareness.

B. Reports from Officers

1. President Susan Lyddy
 - a. Orientation Changes
 - President Lyddy stated officer/advisor speeches will be brief followed by a short Q&A session.
 - Talking points will be sent to Officers by end of month to start formulating speech for prior review.
 - b. Chapter Assistant
 - Kim Grundon has requested a temporary leave of absence.
2. Vice President Jennifer Knee
 - a. Committee Report
 - WITF: Min Martin is the Chair. Many dates have been sent out. Will send an e-mail with the dates volunteers are still needed.
 - Ceremony: Still need Chairperson.
 - Arts: Michelle Gandy, Chair. Need to get information from past Arts Chair.
 - Operation Green: Michelle Ressler, Chair. No updates.
 - Committee Chairs needed for Hallmarks and AFCA
 - Committee co-Chairs needed for Domestic Violence.
 - Navaho: Rachel Smith, Chair. The group is discussing a charity concert.
 - Dean Sampson would like to emphasize to the members that to be a leader, you don’t have to be an officer. Being a leader empowers others and is a learning experience. Suggested a mini- session at each meeting to discuss leadership.

- Susan Lyddy indicated Leadership.PTK.org for leadership guidance information.
3. Recording Secretary
 - Susan Lyddy reported that service point forms are still being sent in.
 4. Public Relations Secretary DiAnna Bryant
 - a. Website: Numerous people responded, resumes for position were provided.
 - Nic Poague, Chair: Working on updates with Eric who is Nic's committee.
 - Send specific requests to ANOWebsite@gmail.com and cc Dianna.
 - b. Yearbook: Jessica Valen Chair, need pictures. Can use yearbook or photo e-mail address.
 - c. Newsletter is almost completed. Working on who is Alpha Nu Omega leadership section.
 - PR Secretary Bryant requests information from the campuses so each campus has its own page.
 - Send all ideas and information to PR Secretary Bryant.
 5. Treasurer Christopher Smith
 - Treasurer Smith suggested a barbeque at all campuses.
 - Discussion followed regarding timing, location, SGA approval and budgets, availability of grill and volunteers, supplies, approval of funding not until first general meeting.
 - Treasurer Smith suggested an outside fundraiser. Mentioned the Festival in Mt. Holly Springs, Harvest of Arts in Carlisle in October and New Cumberland Apple Blossom Festival.
- C. Reports from Advisor – Dean Thaddeus Sampson
- Dean Sampson commended President Lyddy for an excellent job.
 - Display case for awards purchased by President Baehre. President Lyddy requested volunteers to assist in placement of awards. Discussion regarding labeling awards.
- D. Reports from Campuses
1. Gettysburg Campus – Stacey Miller
 - Bulletin Board available for announcement and calendar events.
 - Dates available for fall semester: David Bailey available every second Monday, Wendy Brubaker is available on Tuesdays.
 - Needs an updated member list.
 - Domestic Violence: Plan to distribute pamphlets, fundraiser, community night.
 - Holiday party planned
 - Spring Semester – Prom gown collection.
 2. Harrisburg Campus – Rachelle Smith: Nothing to report at this time.
 3. Lancaster Campus – Jennifer St. Pierre
 - Have not heard from Mary to set up schedule.
 - Contacted by Lancaster school newspaper to provide a student organization article.
 4. Lebanon Campus - Dr. Brett Stumphy
 - School supplies donations to the United Way.
 - Discussing meeting dates and fundraisers.

5. York Campus – not represented

V. Important Dates and Reminders

- A. Middle States Hershey Park Picnic – Friday, August 7, 2009. Registration forms available on PTKMS.org to obtain tickets.
- B. Next Executive meeting – August 16, 2009.
- C. Deadline to Report Relay for Life participation – September 15, 2009.
- D. Meeting with President Baehre – September 16, 2009 at 2:00 p.m.

VI. Adjournment

- A. Motion to adjourn was moved and seconded. Vote to adjourn was unanimous.
- B. President Lyddy adjourned the meeting at 3:58 p.m.

Respectfully submitted by: Valorie H. Rosi, Member ex officio