

MINUTES of Eastern Illinois University PSI CHI Executive Meeting

Meeting Date 03/09/2016

Call to order: An executive meeting of Psi Chi, was held in Physical Science building, Charleston, Illinois. The meeting convened at 6:00 pm.

Members not in attendance: None

Approval of minutes: Motion was made by Dr. Brito, and seconded to approve the minutes by Natalie Goodwin for the 03/09/16 meeting.

Announcements: The elections for executive officers will be held at the next meeting on 3/23. Members will also be assigned to different coordinator positions. The officer-elects should start coming to executive meetings in April so they begin to learn their duties for next year.

Officers' reports:

President –

- Will e-mail Karianne Dvorak about when the t-shirts will be ordered.
- Combined several of the coordinator positions on the website so there will be more efficient work for members to do.

Vice president –

- The regular buffet that costs \$24.99 should be fine for the banquet due to the fundraiser and the Psi Chi budget.
- The menu for the banquet will probably include baby red potatoes, a vegetable blend, marinated chicken, vegetable lasagna, salads, and three different desserts such as snickers pie, a type of cake, and a fruit dessert.
- Made the front of the invitations and there are lots of templates on dropbox for the inside. Will take them to the Union to get printed.

- Has been working on a playlist for the banquet and will start on centerpieces soon.
- There are five committee members for the banquet and a meeting will be held after Spring break.
- Will make an educational PowerPoint on dreams to show at the banquet.

Secretary –

- Will pass out a sign-up sheet at the next meeting on members who are graduating so we can plan for how many cords to order.
- Courtney Osborn has now missed three meetings so she is no longer “active”.

Treasurer –

- The budget is good so Psi Chi can cover the cost of the banquet.

Fundraising Chair –

- Members need to have \$20 by the next meeting to participate in the chocolate fundraiser. Members may also drop the money off in the Psi Chi mailbox.
- Debbie sent the money for the candles last Tuesday and it has still not been received. Will call to check on it.

Advisor –

- Will post the changed coordinator positions on the executive message board.
- Members should be informed that if they do not participate in the chocolate fundraiser they will have to pay \$24 to go to the banquet.
- Push the faculty to buy chocolate.
- The Psi Chi student of the year and the faculty of the year needs to be voted on April 6.

- Someone needs to inform Psychology Club that they need to vote on a Psychology Club student of the year so it can be announced at the banquet.

New Business: The next meeting on 3/23 will consist of elections for next year's executive officers and other positions. Members will also receive chocolate for the fundraiser.

Adjournment: The meeting was adjourned at 6:40 pm.

Natalie Goodwin,
Psi Chi Secretary
03/09/16