

# THE HONOR SOCIETY OF PHI KAPPA PHI

## MINUTES

MARCH 28, 2011

- Present:** T. Beddall, D. Biggert, C. Fiorentino, F. Harmsen, J. Hironaka-Juteau,  
N. Kuykendall, J. Marshall, L. Zelezny
- Absent:** B. McDonald, S. Moore, D. Nef, R. Nunna

The meeting was called to order at 3:05 p.m. by J. Hironaka-Juteau. Minutes of March 14, 2011 meeting were reviewed and approved. The agenda for the March 28, 2011 meeting were reviewed and approved.

### 1. Treasurer's Report

No Report.

### 2. Secretary's Report

No Report.

### 3. Initiation

- a. Printed Program – D. Biggert is working on putting the final touches on the program. The deadline for registration is March 30<sup>th</sup> to have the student name in the program and certificate at the initiation. D. Biggert will wait till after the deadline to complete the program.
- b. Script – J. Hironaka-Juteau stated that all the Deans will be attending with the exception of Dean Beare. J. Marshall will represent the Kremen School. All honorees are attending. Honorees will be seated in the front row. Once their name is called they will make their way to the stage. As they are walking, their bio will be read by the person introducing them. The person introducing them will carry their plaque to the stage and hand off once their bio has been read. J. Hironaka-Juteau will present them their certificate, N. Kuykendall and N. Chapman will present the medallion.
- c. Registration/Check-in – T. Beddall and Dana Marie Lucka will assist D. Biggert with registration.
- d. College/School Banners – N. Kuykendall updated the committee on the use of the college/school banners. We can use the banners but cannot use safety pins to hold up the banners. N. Kuykendall to go over and look at the banners to see what would be safe to use.
- e. Regalia – N. Kuykendall will secure from the President's office. Anyone that needs to use regalia for the ceremony and does not have their own to contact N. Kuykendall.

### 4. Nomination for New Officers

C. Fiorentino has asked R. Nunna to request a meeting of the nominations committee to select the slate of officers for next year. It was suggested that N. Chapman might be interested in an executive board role. T. Beddall suggested a new at large position, Initiation Chair. This person would be responsible for putting together the initiation

with some assistance from the Secretary. The committee thought this was an excellent idea.

**5. By-laws and Update from Molly**

Brief discussion on when the format of the chapter by-laws was changed. J. Hironaka-Juteau spoke to Molly Stauffer who stated that National prefers to have a standard format for all chapter by-laws. Each individual chapter can add additional information that is specific to their own chapter. J. Hironaka-Juteau and N. Kuykendall to meet with Molly Stauffer on April 14<sup>th</sup> via webcast to discuss further.

**Next meeting is Monday, April 11th**

**Future Meeting Dates: April 25 & May 9**

***Spring 2011 Initiation ceremony is scheduled for April 13, 2011***