

Phi Theta Kappa Officers Meeting

Wednesday, August 23 & 30, 2006

Officers Present:

Kelly Watson, PTK President
Kathleen Whitlow, PTK Vice President
Jennifer L. Jacker-House, PTK Secretary
Larry Walton, PTK Webmaster
Justin Havens, PTK Treasurer

Advisors Present:

Libby Blanton, Lisa Back, Dr. Stanley Johnson

Advisor Libby Blanton called an unofficial meeting at 1:40 p.m. The meeting was held in the school library. It has been determined that the meeting, due to slight timing confusion, will continue next Wednesday August 30, 2006 at 11:00a.m. in the library.

Minutes from June 12, 2006 were handed out and discussed.

Topics discussed

1. Induction ceremony responsibilities.
2. Discussions on fund raisers.
3. Conference confirmation and schedules.

I. Old business

Review of last meetings minutes to get everyone up to speed.

A. Activities / fund raisers were discussed and will be continued. Anyone having additional ideas please share them with us.

Reminders on currently set up projects, a.k.a. road clean up on October 3rd and 4th, Waiting on Lisa for the stew fund raiser information and dates.

****Any approval for functions must first be approved through Louise Walton, then immediately go talk with Dale Wooding in maintenance to avoid last minute mayhem. This is for approvals for induction ceremonies and etc****

Star status for PTK chapter can be changed throughout the year if needed. Some requirements for the status include at least one person from chapter to attend conferences.

II. New Business

Kathleen Whitlow has offered to photograph the new officers for the newspapers to announce the newest PTK officers.

This years' International theme "Gold, Gods, And Glory: Global Dynamics of Power." National theme is "Keep America Beautiful."

Conferences: The information has been provided for dates and etc. and distributed to the officers present. Availability of attendance was discussed. **Note: Dr. Johnson volunteered our chapter to be hospitality for the conference either in September or November- will get the definite conference. We will not be hospitality for breakfast only in between for snacks and etc.**

Our PTK chapter needs to make a decision on which empire to portray during the conference for the Leadership conference in Lynchburg.

For the November conference, The Honors Institute in D.C., attendees will need to get permission from instructors for dismissal from class.

If anyone is interested in viewing the scheduling of conferences, the website URL is:
<http://www.vaptk.org>

Update: The office which PTK was supposed to get is not going through. ODU has acquired the office space so we will still be in search or on a waiting list for an office to call home.

The Operation Wildlife Rescue seminar and bake sale will need to be scheduled a couple of months in advance. Update: Operation Wildlife Rescue will be conducting the seminar free of charge. The Wildlife Center of Virginia has expressed an interest in accompanying Operation Wildlife Rescue for participation in this seminar. I am not certain of any fees and will look into it further. Members of the Wildlife organizations are:

- Operation Wildlife Rescue:
 - David House – Tiamet Wildlife Rehabilitation Center – Clarksville branch
 - Blayne Marker – 2nd Chance – Keysville branch

Wildlife Center of Virginia:

- Amanda Nicholson – Weyers Cave
- Dr. Peter Black – Weyers Cave

Scheduled meetings:

All Officers: Wednesday, August 30, 2006 11:00 a.m. in the library.

All members: Monday September 11, 2006 1:45 p.m. – 3:00 p.m. room # TBD.

PTK Treasurer – Discussed finding alternate persons and need to find someone.

Joshua Scureman is unable to take on the position.

Elizabeth Scureman has not responded as of yet.

PTK members need to work on the Bulletin Board for publicity.

Induction Ceremony:

We need flyers for the induction.

Induction letters are to be mailed out August 28, 2006 and response is due no later than September 20, 2006. Anything submitted after the 20th will not be accepted.

Induction is to take place Friday, September 29, 2006 7:30 p.m.

Officers need to arrive by 7:00 p.m.

Orientation for new members will be held on Wednesday, September 20, 2006 at 4:00 p.m. – Libby will check on availability of the conference room.

Meeting was adjourned at approximately 2:21 p.m. Meeting will continue next Wednesday, August 30, 2006 at 11 a.m. in the library.

Continuation of meeting; Lisa Back called to order at 11:05a.m. Finalization of the first section of these minutes has been discussed. Last minute photos were taken and Kathleen will be contacting Kristy Hales, P.R. Officer for publications.

For officers and PTK members- Applying to PTK will become more rigorous. PTK is more than just GPA. PTK also stands for community and activity participation and much more. Everyone involved in PTK makes PTK what it is. It is up to each and every member to determine what the PTK is. Let's try to make this PTK the best.

Discussions on possible implementations are as follows:

- 1) a list of all potential PTK members be made available to the counseling services for review of each potential member.
- 2) Letters of reference as well as a letter of commitment from the student; pledging to help out at least with 1 activity and 1 event.
- 3) Excellent record keeping by PTK officers is mandatory.

These sentences need to be added to the bylaws of PTK.

NOTE: There have been changes to the induction ceremony and orientation

PTK officers: Letters for application to all new members will be moved back 1 week, which will fall on September 12, 2006. Due date for responses will be accepted no later than September 20, 2006.

Orientation for all new members will be moved back to September 27, 2006 approximately 4:00 p.m. and will be held in the conference room which is located by the registration offices. If you are unsure of the location; ask someone for assistance

Induction ceremony will be moved back to October 13, 2006 at 7:30 p.m. **All officers need to be present by no later than 7:00 p.m. to make last minute preparations**

Conference updates:

September's conference, in Harrisonburg, is mostly in order. Our empire theme is Germany, the third Reich. I will be in touch with people between now and the time of the conference to discuss how to handle the skit. Dr. Stanley Johnson and I will be discussing details and ideas with regards to hospitality and etc. I will also be discussing ideas with the officers attending for the skit. Libby will be requesting at least \$500.00 to cover expenses for room and board as well as transportation. The cost per person to register for the conference is \$24.00, and room and board is approximately \$92.00 + 11% tax. All meals are covered except for 1 lunch. This conference is for Advisors and officers only. Meeting time for the first day is Friday 6-8 p.m. We will be leaving to come home on Sunday approximately 11 a.m. On the first night we are to arrive in our costumes for our skit. The skit will consist of a 3 minute performance total; 1 minute of commentary on the empire followed by at least 3-5 questions with answers on our given empire. Our given budget for the hospitality section is \$200.00.

**NOTE: Officers will remain after the all members meeting on September 11, 2006 to confirm decisions made on the conference.

November's conference, in Washington, D.C., may have some conflicts for attendance. It was discussed to see if we could show up on Friday instead of Thursday, missing the first day of the conference, but we would need to find out what exactly would be missed out on, being that the first day is usually the ,most important. We will be discussing this dilemma in further detail.

There will be an officers meeting on Wednesday, September 20, 2006 at 11 a.m. in the library.

A final note, Libby Blanton requested any assistance with filing PTK paper work. If there are any willing volunteers, please see Libby in the library.

Minutes so far have been accepted and seconded.

Meeting adjourned approximately 11:52 a.m.

