

Beta Phi Mu Executive Board Meeting Minutes

August 9, 2021

I. Call to order

Tom Rink called this meeting of the Beta Phi Mu Executive Board to Order at 9:02 am.

II. Roll call

Present: Tom Rink, Adrienne Teague, Romina Rodons, Beth Jones, Alison Lewis, Kimberly Gay, Lisa Hussey, Emily Knox

III. Open issues

- a) Alison reported on training of committees
 - (1) Meeting with the membership committee on Wednesday with Romina.
 - (2) Waiting on meeting with Communications committee because one member is on vacation.
- b) Alison will be sending boxes to the archives at the University of Illinois this week for archiving.
- c) Alison followed up on Emily's previous recommendation for a Google account for Beta Phi Mu documents and found that Google has a free option for non-profits. She set up a Beta Phi Mu Gmail account and has started sending files there. She asked if this is how we want to continue.
 - (1) The board members present agreed that we did want to continue with the Google Drive/Gmail.
- d) Romina has contacted several banks and is not able to open a bank account for the board. Chase bank, which is nationwide, said the President will have to open the account.
 - (1) Beth advised that when Tom goes to the bank to inquire about opening an account, he should tell them that the President changes yearly and ask what has to happen to make that change.
- e) Tom stated that all committee assignments have been made.

IV. New business

a) Announcements:

- (1) This is Tom's first day back from vacation. He has SLA Virtual Conference this week. He will be very busy.

b) Open issue/summary of discussion

V. Approve Minutes

a) Adrienne moved that we approve the minutes from the last meeting. Beth seconded.

- (1) Motion passed.

VI. Adjournment

Adrienne Moved that we adjourn the meeting. Lisa seconded.

- Motion passed.

Tom Rink adjourned the meeting at 9:13 am.

Minutes submitted by: Adrienne Teague

Minutes approved by: