

# ***Beta Phi Mu Executive Board Meeting Minutes***

November 8, 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, Camille McCutcheon, Vicki Gregory, Jack Fisher, Mirah Dow

## **III. Approval of Agenda**

- A. Agenda Approved

## **IV. Approval of Minutes from September Meeting**

- (1) Minutes for October Meeting Approved

## **V. Officer Report**

- A. President – Tom is watching the timeline and making sure it's being met. The Pipeline deadline was Nov. 5.
- B. Vice President – Adrienne Teague had nothing to report.
- C. Past President – Emily Knox had nothing to report
- D. Treasurer – Vicki said the financials look good.
  - (1) Question about where we are taking in fees
  - (2) Romina explained that we take in fees for PayPal transactions and we turn around and pay some of that to PayPal.

## **VI. Administrative Assistant Report**

- A. 2 Professional Membership applications pending references.
- B. Romina added a link to the Professional Membership application to a new place on the website.

- C. Contacted the former accountant about past 990 forms but has not heard back
- D. The Garfield application is updated and ready to add to the website.

## **VII. Committee Reports**

- A. Membership Committee – Camille is updating the brochure to send to possible members and will send it to the board for oversight.
- B. Chapter Outreach Committee – No Report
- C. Communications Committee –
  - (1) The ALA article that was sent in didn't pass the review board.
  - (2) Jack tried a new approach and posted to the ALA daily/weekly roundup emails.
    - (a) He got a question from a student at a school without a Beta Phi Mu chapter and is unable to receive a nomination. How can she get a membership?
      - (i) Emily suggested a “student at large” membership as part of our new organization.
      - (ii) Discussion about dropping the 5-year minimum from graduation and why we have it.
      - (iii) It's not in the bylaws of the organization anywhere.
      - (iv) Beth pointed out that many students already work in libraries while they're in school, which would negate the reason for the rule about time post-graduation
      - (v) Vicki pointed out that the bylaws do include a “member at large” membership that
      - (vi) Moved to follow the bylaws and evaluate each application on a case by case basis.
      - (vii) Motion passed.
- D. Scholarship Committee –
  - (1) Watching the timeline

- (2) Committee is ready to accept Garfield applications beginning November 15.
- (3) All of the first Garfield checks have been cashed.
- (4) 1 Sessa check has been sent out. Waiting for proof of course enrollment for the others.

E. Programming Committee –

- (1) Kimberly asked for advice on how to reach out to chapters and program heads, etc.
  - (a) Romina has the contact list.
- (2) Kimberly asked for clarification on the process for sending out the information.
  - (a) Tom suggested emailing to the board for a double check.
  - (b) Emily suggested Romina send it out so that it comes from the Beta Phi Mu email.

F. Fundraising Committee

- (1) Emily said we are attempting to establish secure fundraising for the Garfield Fund
  - (a) We would like this to be the first Legacy account
  - (b) We are putting together a list of options for Mrs. Garfield to review.
  - (c) Tom is waiting for information from Chase about how they can help us do this.
  - (d) Emily pointed out that Mrs. Garfield's answer was not a flat-out "no".

**VIII. Unfinished Business**

- A. None

**IX. New Business**

- A. Romina filed the ACHS Annual report for honor societies
- B. The organization sent us an advertisement for a conference

(a) No one knows anything about this conference.

C. Timeline actions

(1) Need to find out if the 990 was filed.

**X. Adjournment**

A. Tom Adjourned the meeting at 9:47 am.