

Sigma Tau Delta Board of Directors
MINUTES of the 86th MEETING
September 16-17, 2016
Louisville, KY

VOTING MEMBERS PRESENT: President **Carrie Fitzpatrick**; President Elect **Glen Brewster**; Immediate Past President **Gloria Hochstein**; Historian **Diane Steinberg**; Secretary/Treasurer **Shannin Schroeder**; Eastern Regent **Kathy Nixon**; Far Western Regent **AmiJo Comeford**; High Plains Regent **Lexey Bartlett**; Midwestern Regent **Timothy Helwig**; Southern Regent **Kevin Brown**; Southwestern Regent **Erika Hoagland**; Student Advisor **Tim Leonard**; Student Advisor **Samantha Miller**

NON-VOTING MEMBERS PRESENT: Executive Director **William C. Johnson**; Director of Chapter Development and Communications **Natasha McPartlin**; Website Facilitator **Elfi Gabriel**; NEHS Executive Director **Dave Wendelin**; Eastern Student Representative **Kaitlyn Sass**; Far Western Student Representative **Mercedes James**; High Plains Student Representative **Shannon Nakai**; Midwestern Student Representative **Haley Helgesen**; Southern Student Representative **Elizabeth Upshur**; Southwestern Student Representative **Noah Golaboff**; Alumni Representative **Jessica Heller**

Thursday, September 25

President **Fitzpatrick** calls meeting to order at 2:04 p.m.

- **Fitzpatrick** welcomes Board and thanks Immediate Past President **Hochstein**. She recognizes that time is of importance and acknowledges how much time and energy Board members put toward the organization.
- The “literary moment” is a tradition from her university, Alvernia College; **Fitzpatrick** shares “The Work of Happiness” by May Sarton. Introductions follow.
- The Executive Committee believes it would be useful to deal with non-agenda items using Parliamentary procedure, based on Robert’s Rules of Order and as a means for getting through Board work. Common expectations are as follows: to agree to and follow an agenda in its order; to allow one person to speak at a time; not to repeat written reports; to attempt to give as many people a chance to speak as possible; to respect differing views and be professional; to provide motions that are evidence-based and supported by research; to allow the president, who tends not to make motions, to facilitate the meeting; to write out motions and provide them to the secretary; to allow the president to acknowledge hotly-debated topics. **Steinberg** and **Golaboff** agree to serve as co-parliamentarians.
- **Fitzpatrick** then describes common motions: a motion from an individual requires a second, unlike a motion from committee. Friendly amendments add clarity. A “point of order” suggests the discussion has veered off track. The phrase “point of information” says we need additional information or context regarding, say, a motion. “Point of parliamentary inquiry” calls on our parliamentarian(s) to comment on or even look up information. To “suspend the rules” allows a temporary collecting of ourselves to get back to the agenda. A decision to “call the question” requires a 2/3 majority vote if someone invokes this.
- **Johnson** asks **Fitzpatrick** to remind individuals about who can vote and who cannot.
- The Executive Committee asks us to follow “special rules of order” and has a proposal to discuss. **Fitzpatrick** will share it with the Central Office (CO). Modifications include the chance for each person to speak once; depending on the complexity of the comments, individuals may ask to speak more than once or can yield their speaking opportunity to another person. Time limitations allow us to identify two people to serve as time-keepers to adhere to five minute reports, five-minute rationales, and ten-minute debates over reports. These rules allow for one request for an extension of five minutes. After, the Board can a) take a vote, b) have the motion rescinded, c) refer the motion back to committee for research and discussion, d) motion to table “until...,” or e)

postpone indefinitely. We can pilot this approach this year, and then consider adopting in the future. **Executive Committee moves to adopt for this year; this procedure may be added to bylaws if it works well. Motion carries.**

- **Hochstein** adds that, for Student Representatives (SRs) and the Alumni Representative (AR) and the CO staff, not having a vote does not mean that your opinions are not welcome.
- **Fitzpatrick** asks that the minutes from the Spring 2016 Board meeting be approved. **Brewster** notes that “Regents Committee Report” should read “deadline,” not “outline.” With no further corrections, the **minutes are approved.**
- **Steinberg** requests that the Taskforce on Constitution Bylaws and Procedures committee report be reinserted into the agenda a second time, immediately before the budget. **Leonard** notes that there are no individual SA and SR reports listed. **Fitzpatrick** agrees to the taskforce request and to move the Student Advisor (SA), SRs, and Student Leadership Committee reports. **Agenda stands approved as corrected.**
- **Fitzpatrick** has cards for timekeepers—**Brewster** and **Leonard** agree to keep times.

Old Business

- **Fitzpatrick** notes that the CO Convention Planner Position, while well-intentioned, may not have been thought out fully. **Johnson** explains why the CO does not need such a position. The Executive Committee moves to **postpone indefinitely any action taken on the Convention Planner position. Motion carries.**
- **Fitzpatrick** reads the original Spring 2016 motion about convention app software for Guidebook. In the CO comparison DoubleDutch works better. **The motion is to replace Guidebook with DoubleDutch and to purchase Hubb for Convention submission. Motion carries.**
- **Fitzpatrick** announces future Board and Committee Meeting schedule changes. In the Spring, we will try scheduling the first committee meetings from 4-5:15 on Tuesday for flexibility.

New Business

Executive Director’s Report—Johnson (written report submitted)

- **Johnson** summarizes his written report with an emphasis on growth, pointing to statistics from the report. The CO’s efforts with technology put us in a good place.
- Our inactive lists should be of particular interest to Regents.
- **Johnson** adds that our numbers are down 221 members from this same time last year, for the sixth year in a row. The point is worth considering.
- We have not touched our principal.
- **Johnson** requests additional time.
- We have added a part-time clerical assistant, and our graduate assistant is now working full time doing our social media
- Lambda Iota Tau has dissolved, and we have taken on all of their chapters. They will be giving us their CDs and bank accounts. This makes us the only honor society in English.
- Our contract for 2019 is with the Hilton in St. Louis. The room rate will be \$125. The conference will be late in March and in a good location.
- **Johnson** urges us to look at the partially and two-year inactive chapters. **Helwig** asks whether we have a template for contact of these chapters; no, says **Johnson**, but that would be good work for the Regents and SRs. **James** asks about the two-year designation. The chair of the department is also contacted at that point. **Schroeder** asks about following up with a phone call. **Leonard** recommends contacting student leaders at the schools. Can student leaders be notified, asks **James**, as it happens? **Leonard** asks if **McPartlin** could contact SLs. **McPartlin** wants to know when to let SLs know. **Leonard** says one year; **Hochstein** says CC’ing the Regent might be more appropriate. According to **Nixon**, the Regent *and* student leaders could get the CC and could determine among themselves who will initiate contact. First contact should be Regent (faculty to faculty), says **Bartlett**, and then involve students afterwards. **Hochstein** confirms that the Regent determines who contacts the student leader. **Brewster** notes that a paragraph could go into the Regents Handbook.

Director of Society Operations Report—McPartlin (written report submitted)

- **McPartlin** acknowledges that she is learning. She gives her credentials, which include an MA in Adult and Higher Education. She looks forward to working with us.
- Since her report, we have had five more chapter charter requests. She comments on the work she has done, including letters to chapters with a year of no activity.
- LSU and UW-Milwaukee reactivated their chapters.
- She has been revising and simplifying forms and letters, working on website, and filtering information. **McPartlin** is editing pieces coming in and revising the style guide on our webpage. She also assisted in planning this meeting.
- In order to help Board members share cabs, times we fly out will be posted on the internet.
- Incidentals only should go on the credit card on file for the room.
- **Steinberg** asks whether the letter for chapters celebrating anniversaries can go out soon, rather than closer to Convention.
- **Leonard** asks about the anniversaries in relation to inactive chapters.

Director of Marketing & Technology Report—Gabriel (written report submitted)

- **Gabriel** notes that virtual chapters have been of considerable concern. She has been working on the WriteAway! system and considering the best practices of other honor societies. **Gabriel** has come up with a document for best practices and streamlining enrollment. The invitation process will be available online; we will test the process soon, so that by next year (June) it will launch.

National English Honor Society (NEHS) Director’s Report & Constitutional Revisions—Wendelin (written report submitted)

- **Wendelin** says “Advocacy” will be highlighted at NCTE.
- NEHS is considering a needs-based scholarship; several advisors mentioned these in addition to merit-based scholarships. Information sharing requires us to step in carefully. There will be a request for \$4000 in upcoming budget.
- He is working on a student leadership award, with a social media presentation (videos, interviews).
- **Wendelin** is also working on an advisory council group. He compares that group to our Regents. One of **Wendelin**’s goals is to provide a mechanism for fresh voices.
- **Wendelin** notes his submitted revision of the 2002-03 constitution, the original, must come to this Board for approval. Necessary changes addressed the lack of mention of a director, for example, and better defined the advisory council, as well as addressing eligibility and membership issues. **Hochstein moves we approve the Revised NEHS Constitution. Comeford seconds. Steinberg** asks for clarification about expectations of the advisory council. **Wendelin** wants them to attend once in a three-year cycle but cannot obligate them. **Motion carries.**

James moves, Golaboff seconds, to recess at 3:57 p.m.

Fitzpatrick reconvenes the meeting at 4:18 p.m.

Taskforce Updates

Alumni Foundations—Heller

- As requested, says **Heller**, she added two additional members to the taskforce.
- A small number of organizations have alumni foundations. **Heller** is compiling a list of 20 societies to ask executive directors directly about how alumni are involved, with recommendations planned for spring.
- A foundation would be “unfeasible” at this point but she recommends this option be factored into a 5-10 year plan.
- She continues with specified outreach to alumni in a 6-10 hour radius of the convention site.

Past Presidents Council—Hochstein

- **Hochstein** has done research among the past presidents. Such a group is a rich resource and immense source of information, can be involved for ad hoc committees, and for solving issues.
- We should consider tapping our past presidents for instructional videos or information in their areas of expertise.
- **Golaboff** asks about the number of past presidents; **Hochstein** names the last several presidents and itemizes some of their efforts.

Increasing Revenue—Helwig

- According to **Helwig**, this group is still in the information-gathering stage.
- Advertising, merchandise, conventions, and fees are all areas of interest at this exploratory stage.
- Students are running with the notion of merchandise; they are reviewing our current offerings and will put together a survey for students in November, to get back to us about the things members would like to see us offer.
- The taskforce is looking at revenue building through conventions.
- Fees: the one-time initiation fee rose from \$37 to \$40 several years ago, and the charter fee has not increased in 15 or more years. **The taskforce moves to raise the one-time charter fee from \$50 to \$100, effective Jan. 1, 2017.** Discussion covers the rationale for the \$100. **Motion carries.**

Constitution/By-Law/Policies Revisions—Steinberg

- This taskforce plans to bring forward changes at this meeting, but the bylaws will come later. There is now a timeline for getting the work done. Some edits to the Constitution are allowed with Board vote. Changes today are editorial: **The taskforce moves to make editorial changes as recommended in a separate document.** **Johnson** asks about capitalization. **Bartlett's** friendly amendment ensures that title capitalization is commensurate with style guide. **Motion carries.**
- **Steinberg** reminds the board this taskforce will appear on the agenda again tomorrow.

Journal for Collaborative Student-Teacher Research—Brown

- **Brown** notes that the taskforce will be doing research, to share with the Communication Committee in January, for discussion at the Spring meeting.
- **Golaboff** asks what this means; **Brown** says this includes works like theses, presentations, and other research beyond the classroom. The emphasis would be on what the student is producing, rather than just what the faculty member does. The default currently is to go as broad as possible. **Brewster** notes this comes up constantly with Honors Colleges, but it is less likely to come up in the Humanities. **Hochstein** talks about her experience with grants. Discussion ensues.

Committee Reports & Updates

Student Advisors, Student Leadership Committee Reports

- **Miller** talks about the Friday event for the next Convention. Student leaders have also been working with the Imagination Library.
- **Leonard** reads a recommendation: that the Student Leadership Committee recognize a new position, a Graduate Advisor [no written description of the position provided]. This is not yet a motion, **Fitzpatrick** emphasizes, and the description will be shared with **Fitzpatrick**, so that she can share it with the appropriate committee. We can discuss now, but we would be talking about this more in the spring. This would be a chapter-level designation. Discussion considers whether we create more scholarship opportunities, and whether the Board would see more graduate level activity. This should be an agenda item for the Executive Committee, says **Fitzpatrick**.
- **Leonard** reads a second recommendation for an Executive Committee, Regent, and AR ad hoc committee [not provided in writing] to assess the reasoning for and against AR role and voting power over Alumni-related motions. Again, says **Fitzpatrick**, this might be better for an existing committee, such as the taskforce for alumni foundations, with individuals added as per the

recommendation. **Leonard** adds that such a move is about researching before any further motion comes forward.

- **Leonard** describes working with the Imagination Library; **Fitzpatrick** has been in on this conversation. **Motion: Student Leadership Committee moves to have money from BWB drives donated to the 2016-17 Student Leadership service international project, Imagination Library, if no local organization is found.** Discussion ensues about whether this is expected to be a partnership and the process for creating service projects. **Motion carries.**
- The process related to service projects will be hammered out.

Fitzpatrick calls for a break at 5:43 p.m. and reconvenes at 5:55 p.m.

SR Reports

Far Western—James

- She has been pushing social media, including Facebook, where the Region’s group is up to 185 members, and in Instagram, with a campaign involving total strangers and books. **James** also reviewed a CFP for a regional convention.

Eastern—Sass

- The Region has four new chapters, conversions from LIT. The Facebook group has added 44 new members in last six months.

High Plains—Nakai

- **Nakai** mentions the High Plains KSU Regional conference in the fall. There are also 186 new members on Facebook and Instagram. A new chapter resulted from the conversion from LIT. The ASR wrote a blog on member recruitment.

Southern—Upshur

- It was a quiet summer. **Upshur** has been working on retention issues. There are good numbers in Facebook. Fundraising and leadership opportunities are helping chapter members get the most out of their memberships.

Midwestern—Helgesen

- The Region hosted a blog contest and a Regional event with interest from multiple universities. Three new chapters have been added.

Southwestern—Golaboff

- The Southwestern region has been quiet, says **Golaboff**. There are only 33 members in the Facebook group. They are test-driving a virtual conference for spread-out chapters, working with **Hoagland**. The field test involves just their two chapters; they will use Skype.

Alumni—Heller

- **Heller** worked on a bi-annual newsletter and on hosting a digital “town hall” meeting for members. There are 68 new members on Facebook. They are working on getting alumni active in our Linked In and considered a Periscope account. Scarves were very popular at the last convention, and alumni are planning to sell them again, and not just at convention. There is also an Alumni Membership Initiative to teach how to get chapters in their regions going.

Hochstein moves to modify agenda, **Steinberg seconds**, to go back to the Taskforce for Increasing Revenue.

- **Helwig** has a recommendation to change the tab from “Store” to “Shop”; the taskforce also recommends merging Sponsor and Member shops into one cohesive store. Discussion ensues.
- Question: Do we advertise the discount of honor cords, etc. that happens at convention, prior to convention?

Brown moves, Schroeder seconds, to adjourn for the evening at 6:19 p.m.

Saturday, September 17

Fitzpatrick begins with a literary moment about the joy of writing by Wislawa Szymborska.

Executive and Board Development Committee Report—Fitzpatrick

- The Executive Committee talked about parliamentary procedure and the need for more visibility of the Board.
- **Fitzpatrick** turns to the evaluation of the Executive Director. Any thoughts, comments, or questions about this evaluation? This was based on 24 responses. The Executive Board also discussed CO raises, and has a recommendation about a raise for **Johnson**.
- **Bartlett moves, Hochstein seconds, to provide a 4% raise for the ED, commensurate with raises from previous years. Motion carries.**
- **Fitzpatrick** thanks the CO staff for the hard work—often on weekends and evenings—to make things run smoothly.

President’s Report—Fitzpatrick

- **Fitzpatrick** visited the CO to learn more about the individual staff members and the workings of the CO. Out of that visit comes an NCTE panel related to NEHS.
- We have several taskforces based on strategic planning, and we dissolved one standing committee, distributing the foci to existing committees or to the taskforces. Reducing the number of standing committees (13 when Fitzpatrick started) in addition to using ad hoc committees is an on-going process.
- **Fitzpatrick** shares good news: statements on our state of giving. For the 2016 Convention, which cost \$104,000, our income was \$70,000. We subsidized 32% of the convention. In 2015, the organization subsidized 36% of the Convention. **Fitzpatrick** highlights other amounts we have given out. Totaling our awards, grants, internships, and scholarships, we gave back \$108,000.

Vice President’s Report—Brewster

- **Brewster** thanks the Board for its support and the opportunity to keep working.

Immediate Past President—Hochstein

- **Hochstein** is finishing up the editing of the Constitution.
- She has also been investigating past president information.

Secretary/Treasurer’s Report--Schroeder

- **Schroeder** notes that she has been working on the 2017 Convention.
- She has been in touch with our financial advisor, Leslie Evans Dunn, for regular updates about our portfolio. Withdrawing \$65,000 for scholarships, as **Johnson** mentioned, did not touch the capital in our portfolio. She highlights Dunn’s recommendations and the 4.8% return on our main account, which now totals \$1,508,412, and the 6.5% increase to the NEHS account, for a total of \$194,134 there.

Historian Report—Steinberg

- **Steinberg** has been working with the Constitution, and creating an archive for Convention stories, which “looks really beautiful.”
- **Heller** asks if we have Convention stories from the past. **Gabriel** amends Steinberg’s comments. We morphed the convention stories into a contest that actually has helped us with submissions. We do not publish all of them; **Steinberg** made the final decision for which stories made it into the website. Yes, the previous convention stories are retained. **Leonard** says Student Leadership

is getting feedback from students who like seeing their names in the archive and who can include that information on CVs. Our archive currently goes back to 2008.

Strategic Plan Discussion—Fitzpatrick

- The document in place was getting old; we're trying to provide a full revision every 5-7 years. The most recent plan has been in the works for the last two years. Draft Version Three was distributed this summer.
- Brief comments proceed the vote on the document. The Committee is aware it needs copyediting and is still in process. Will continue to be revised editorially and substantially, through the ongoing review of the Committee.
- **Brewster moves to accept Strategic Plan Draft Three as a working document that can be amended as necessary. Schroeder seconds.** Discussion includes how we handle suggestions for dates—recommendations out of committees will be how we change timelines, editorial mistakes, etc. The Strategic Plan Committee will bring them forth in one motion at each Board meeting. **Brewster** plans to build a spreadsheet to track changes and due dates. **Motion carries.**

Communications Committee—Hochstein

- No one on the committee had been on in recent history. **Hochstein** asks to reconsider the deadline (listed on the Strategic Plan) for publication of future issues. There are many possibilities for what we can do with special issues, as per the recommendations of the Strategic Plan.
- The Committee focused on implications of analytics—after an explanation by **Gabriel**, the Committee would like to defer to the CO on the work being done there.
- Minutes from the spring had to do with a literary journal; the misperception is that the publications are dominated by grads—not true. One of 10 published in *The Rectangle*, and two of 13 in *The Review*, were by graduate students.
- Annual Convention charges in the Communications section of the Strategic Plan should not necessarily be charged to this Committee, and are not in Committee charges, **Fitzpatrick** confirms.
- **Hochstein** mentions that literary arts journals are not being submitted for awards. We need to talk people into applying. Discussion of grants and funds to chapters ensues. **Gabriel** is going to do a questionnaire among those 404 chapters with a connection with such a journal. We will invite them to apply.
- **Schroeder** asks, could the Historian be asked to collect copies of these? At Convention, we might have a display of such copies. Considerable discussion ensues, including concerns about posting student work online.
- **Fitzpatrick** asks **Gabriel** to investigate the percentages further, given the low submissions.

Convention Committee—Schroeder

- **Schroeder** and **Gabriel** have been play-testing Hubb and were waiting on recent recommendations to implement it. DoubleDutch offers better behind-the-scenes functions than the originally-recommended Guidebook app, and it and Hubb should work smoothly together.
- Board members should report any convention website issues.
- **Schroeder** walks the Board through changes from last year's schedule, which were based on the survey and on convention chairs' recommendations.
- Student leaders will be involved in their workshop, as liaisons with career workshops, and SigmaCon. Based off popular Comic Con-type events, this invites students to cosplay, original artwork sales, and book sales. Speaker Jeff VanderMeer will be there signing and talking about his books and movie projects.
- **Bartlett** looks ahead to the 2018 Convention and her proposed "Seeking Freedom" theme; she shares a description with the Board and discusses her suggestion for the Common Reader: Henriquez' *Book of Unknown Americans*.
- For the future, **Schroeder** says, there will be Committee review of past convention chairs' recommendations.

- **Fitzpatrick** notes we do not have a Convention Chair for the 2019 Convention in St. Louis.

Scholarships and Academic Awards Committee—Bartlett

- **Bartlett** will be bringing forward four motions; the Committee's primary motive is to give away money, so the motions are usually received favorably. Motions will include adding a spring round of summer programs.
- The Committee flip-flopped submission deadlines in 2015. This changed the workload for the CO, and the Committee hoped to increase the number of applications, while also giving scholarships more publicity. We did have an 8.3% increase in the number of applications overall.
- There was an increase in the number of applicants for almost all applications, especially the Junior Scholarship and the William C. Johnson Scholarship.
- We hope to send a reminder about scholarships using the app before Convention.
- Our new award, the classroom library grant (for someone in her or his first five years of teaching), drew four amazing applications, who each received \$400 awards. We hope to get more applications in the future.
- NEHS will be modeling a similar grant for teachers who are NEHS sponsors, a great connection between NEHS and STD.
- The Committee is reviewing scholarships that don't get many applications, such as best website award (no one applied). That award has been eliminated, **Gabriel** clarifies.
- The requirements for the undergraduate part-time scholarship are opening up to include grad students, a benefit to alumni hoping to go back to school.
- Bartlett reads a **motion to add two \$1500 Sigma Tau Delta Scholarships for NEHS for a total of six. Motion carries.**
- The Committee also **moves to add a second round of Summer Program scholarships for the spring. Motion carries.**
- The Committee **moves to increase the number of Junior and Senior scholarships by one each and, at the discretion of the Committee, the number of runners-up by one each. Motion carries.**
- The final **motion is to remove the requirement that the student be an undergraduate in order to receive the Part-Time Undergraduate Scholarship and to rename it the Part-Time Scholarship.** Discussion includes questions about undergraduates competing with graduates. **Motion carries.**
- Finally, **Bartlett** noted an increase in Junior Scholarship application quality due to the change to a spring deadline, because newer members have more opportunities to be involved in their chapters.

Leonard moves, **Hochstein** seconds, that we recess at 11:01. **Motion carries. Fitzpatrick** calls the meeting back to order at 11:15.

- **Hochstein** offers a point of clarification regarding journal submissions. Of the 63 submissions of fiction, one was from a graduate. In non-fiction, of the 10 accepted, all were written by undergraduates. And of the 19 accepted poems, all were written by undergraduates. Only one of 39 published works was by a graduate student.

Service and Partnerships Committee—Brown

- The Committee has no motions; they are watching the awards and rearranging deadlines and need to see how things go.
- If we know of possible internship partnerships, we should email **Brown** with ideas. This is true for service internships as well.
- We were once again involved in reading essays for the Intellectual Freedom Challenge—work that **Brown** describes as fascinating.
- **James** notes that some universities have internship credits. She was able to get credit for her work as SR, and she reported to her Regent. Discussion notes that **Leonard** was also able to do

the same and touches on issues for the student leaders and for the universities that might be involved.

Strategic Planning Committee—Brewster

- Discussion from this Committee has been referenced in many comments thus far. **Brewster** will be thinking about ways to coordinate information and communication.
- Mission statement drafts and division statement drafts are still in process; he hopes to have drafts for the Spring 2017 Board Meeting.
- The Committee notes the lack of a complete plan for ED succession.

Regents Committee—Nixon

- NOTE: Individual Regents will not report until spring.
- **Nixon** says Regents want to increase the number of applications for outstanding chapter applications.
- How can we get Regents to have more communication with sponsors? Thorough review of sponsor info on website? More email blasts? Conference calls? The Committee is considering other ideas for contacting sponsors.
- The Committee is gathering ideas for the Sponsor luncheon and for a workshop for Faculty Sponsors. Regents hope to push the Common Reader, maybe with a Common Reader activity workshop.
- The Committee makes a **motion to move the deadline for Outstanding Chapter Award to spring. The application period would open around April 15 and close around June 15. Announcements would come through the CO.** Students are better prepared to fill out reports.
- **James** asks, do we recognize the Outstanding Chapter at Convention? Discussion covers whether we could put the outstanding chapter award submission within the annual report. Will extra information help the chapters decide to apply? Would that information appear in the current report or previous year's? Information and procedure, says **Brewster**, had already changed from last year. **Bartlett** says we will publicize the award at Convention. **Motion withdrawn.**

Taskforce on Constitution, Bylaws, and Policies—Steinberg, return to report

- **Steinberg** circulates handouts of the information provided via email in the morning (9/17).
- **Steinberg** walks the Board through the changes. [see appendix]
 - **Article I and II changes. Motion carries.**
 - **Article III changes dealing with vacancies on Board. Motion carries.**
 - **Article IV changes clean up language. Motion carries.**
 - **Article V changes relate to Student Advisors. Motion carries.**
 - **Article VII changes relate to Standing Committees. Motion carries.**
 - **Article VIII changes, with minor suggested revisions, involve chapters. Motion carries.**
 - **Article IX changes refer to membership. One change to Section II has already been voted on among chapters. Motion carries.**
 - **Article X and Article XI changes introduced. Motion carries.**

Hochstein moves, Leonard seconds, to recess at 12:18. Fitzpatrick reconvenes at 12:25.

Budget Review and Approval

- **Motion to accept budget as proposed.** Discussion covers changes made, particularly related to changes previously recommended in the meeting. **Motion carries.**

Other New Business

Announcements

Regional Conferences, Publications, Contests, and Events

- Bergman is speaking at Centennial College of New Jersey.
- Two regional conferences are coming up in the South at Northern Georgia and Lee University.

- A Midwestern regional event will involve Western Illinois University and Central Michigan.
- Please let the Central Office know when you host or know of regional events, says **Fitzpatrick**.
- The Eastern Region will post the *Mind Murals* CFP in early October.
- Finally, the High Plains will have a regional event at Kansas State.

Other Opportunities & Kudos

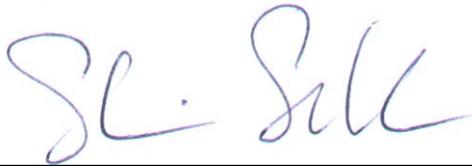
- Junior Scholarships were great this year.
- Kudos to Carrie Fitzpatrick for the expedient pace of the meeting.

Central Office Travel & Reimbursement Instructions and Information

- Reminders from **Johnson** cover rules for reimbursement. The lounge will be open from 7-11 on Sunday morning.
- As Board members check out, they should look at their bills to ensure that no inadvertent charges appear there.
- **Johnson** comments on how to fill out the travel reimbursement form.
- **Fitzpatrick** says minutes from all meetings, including task forces, need to come to the CO within two weeks.

Leonard moves, Schroeder seconds to adjourn at 12:48 p.m. Motion carries.

Respectfully submitted,



Shannin Schroeder, ΣΤΔ Secretary/Treasurer
September 17, 2016
Submitted for approval on March 23, 2017