

BETA ALPHA PSI  
Board Meeting Minutes  
December 21, 2008  
Approved by the Board of Directors

**A. Call To Order**

1. The meeting was held at Amy Johnson's residence, and was called to order by President Jon Lomeli at 7:43pm.
2. Officers present: Jon Lomeli, Ashley Smith, Stephanie Gordon, Stephanie Gury, Andrea Paperno, Phuoc La, Jessica Sevrin, Sara Light, Amy Johnson, Tobi Oluwafemi
3. Officers absent: none
4. Directors present: Juan Garcia, Carlos Castaneda, Jennifer Iwata
5. Members present: none

**B. Board Meetings**

1. Meeting Minutes from 12/12/08 were approved online. Everyone understands that process.
2. Robert's Rules of Order will be gone over next board meeting.

**C. Gmail Domain Update**

1. Everyone's accounts have been set up.

**D. Finalize Fall 2008 Calendar**

1. Social Events – Phuoc suggested the first social be held on the week of February 23<sup>rd</sup>. This is a busy week with events. March 16<sup>th</sup>-21<sup>st</sup> is an option for a King's game social, but mock interviews are on the 14<sup>th</sup>, and scavenger hunt will possibly be the 20<sup>th</sup>. After week 5 is the best option for a social to be held. Phuoc will try to schedule the Kings game on Tuesday, March 3<sup>rd</sup>. April will be a better month to have more socials. Week 11 is a likely week for a social. Phuoc thinks he will probably not get a big response on a social survey. Phuoc is interested in doing a rafting trip or a dance lesson as a social. We are looking at April 13<sup>th</sup> for the 3<sup>rd</sup> social. (March 3<sup>rd</sup> week 6 RPM, Week 12 for Kings Game, April 13<sup>th</sup> for third social). Strikes team bowling, broomstick hockey, trampoline dodge-ball, roller-skating rink are options. Week 12 social will be Rancho Cordova Sky-High Sports trampoline dodgeball, Roseville Skatetown broom-stick hockey will be a backup for that week.
2. Technical Meetings – We are still having difficulty reserving any rooms this semester in the union. We might be able to have a technical meeting at a firm's office. We will avoid hosting in classrooms.
3. Meet the Firms – Scheduled for March 27<sup>th</sup>.
4. Immersion Day 1&2 – 1 is set for February 13<sup>th</sup>. The second might be the 20<sup>th</sup>.
5. Scavenger Hunt – The firms will probably want the scavenger hunt to be held on the 27<sup>th</sup>, the 20<sup>th</sup> is the other option. Stephanie Gury needs to put together a new contact list for the semester for some events to be scheduled. (Email Kristina Hessong for updated contacts).
6. Several events can be pushed back a week: push Nomination Potluck to April 25<sup>th</sup>, Banquet to May 8<sup>th</sup>.
7. Pass the Torch is scheduled for May 13<sup>th</sup>.

**E. Board Meetings Schedule**

1. We will schedule 3 board meetings for the break. We will schedule meeting by meeting for now.

## **F. BAP/AS Situation**

1. History – Stage 1 separation of technical and social meetings, Stage 2 banquet & meet the firms (decided 2 meet the firms was a bad idea for involved parties), now on stage 3. Reasons for the split: intentions and reasons for the split – have meet the firms and banquet more smoothly. The banquet did run more smoothly in the fall, and the AS board is split on whether our banquet should be joint. We could think about doing flag football or a non-requirement meeting social with AS in the spring or future semesters.

## **G. Budget Process**

1. Stephanie Gordon needs to sit down with Jon Lomeli to figure out the budget sometime during the week of December 29th. We need money up front over the break to reserve our rooms for events etc. Andrea, Jessica, Ashley, and Phuoc should find out how much their events will cost so that a more accurate budget can be made. We estimate 90 members and candidates for the spring semester. This is scheduled to be completed by January 12<sup>th</sup>.

## **H. Internal Audit Committee Chair**

1. The Internal Audit Committee Chair did not fulfill duties last semester in his position. With the change in the constitution, we will now remove him. It is difficult because we cannot get in contact with him. We need to get the internal audit materials back from him as of yet. Jon will go to Professor Pforsich to try to get the documents back.
2. Jon makes the motion to remove Thomas Vander Laan from the internal audit committee chair on the grounds he's failed to complete his duties and the fact that he's failed to meet requirements as a member. Sara seconded. Motion passed 7-1.
3. Jon would like to have Amy Johnson voted into the internal audit committee chair position, she is the only eligible candidate because she is the only remaining person in the committee. We need 2/3 vote to elect her and a new audit committee member. Jon will look into the constitution to see if the board can vote Amy in, or we will have a special election at the beginning of the semester.
4. We should make a change in the constitution this semester to stagger the audit alpha and beta positions according to length of time on the committee.

## **I. Dual Board Positions OrgSync/WebCT**

1. Some complaints were made about Suzanne holding 2 positions. Jon doesn't see a problem with this because it's a transition. We need to make this clear to membership – we will try to announce this at a technical meeting.

## **J. BAP Regional Meeting**

1. Best practices competition – strategies to recruit, succession plan, activities to maintain institutional support, alumni in activities, determining yearly budget goals, media used to gain exposure & opportunities received due to exposure (answer 3).
2. Turn in abstract by January 29<sup>th</sup>. A meeting to start putting an abstract together will be held Monday, December 22<sup>nd</sup> at 8pm at a location TBD. Amy, Andrea, Jessica, Ashley, Juan, and Jon plan to attend.

## **K. Board Member Goals**

1. Board member goals include: help directors meet goals, help president meet goals, create socials to promote better attendance, improve BAP/AS relations, have a designated BAP meeting location on campus to see familiar faces, create a social activities vendor list, work with the new AIS director to formalize processes, improve manuals, avoid rush fees by working early, keep

financial information current and accurate, improve training, go paperless so that documents are less likely to be inaccessible, reserve rooms early, order enough food for events, make sure participants get evaluations back from mock interviews, make it clear to members exactly what the scavenger hunt is and dress code for the event, try to lead professionals toward more interesting topics for technical meetings, know the constitution well, be organized, get to know candidates and members well, and communicate with directors. Email these to Jon.

#### **L. Miscellaneous & Topics For Next Meeting**

1. Partial Sponsors – possibly restrict to just the greater Sacramento area. Our breakdown of costs for sponsorship needs to be updated. We need an official partial sponsorship for some companies like Chevron, who was a partial sponsor for Fall 2008.
2. ASI Banking Form & Student Activities Club Charter Form – turn in constitution and signors documents.
3. Goals and Ideas – distribute goals to each position. Each board member identify items that apply directly to their position or their director’s position. We should look into using webcams for board meetings.
4. The new statistics director is putting together statistics for the board, firms, and members, so let Jessica or Quihn know if you have ideas.
5. We might schedule a joint meeting with Accounting Society to get to know their board for meet the firms.

#### **M. Expenses**

1. Stephanie Gordon makes the motion to reimburse Suzanne Weichman for \$5,080.72 (officer plane tickets for regional meeting, custom embroidery for stoles, raffle prizes, president’s award, lapel pins, officer medals, name badges, thank you notes, lodging for regional meeting). Stephanie Gury seconds. Motion passed 8-0.

#### **N. Adjournment**

1. The next Board Meeting will be held Monday, December 29<sup>th</sup> beginning at 8am, tentatively at Andrea and Juan’s residence.
2. President Jon Lomeli called the meeting to close at 10:24pm.

Respectfully submitted by:

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Stephanie Gury, Professional Correspondent