

Tau Sigma Delta (ΤΣΔ)

Meeting Minutes: Board Meeting, 2015
October 5, 2015, 12:00p.m. (EST)

In attendance:

Kelly Carlson-Reddig, ΤΣΔ Treasurer
Thomas Fowler, ΤΣΔ President
Michelle Rinehart, ΤΣΔ Secretary
Roger Schluntz, ΤΣΔ Past President
John White, ΤΣΔ Former President and Advisor
Maria Jeffery, Administrative Support

Absent:

Hofu Wu, ΤΣΔ Vice-President

1. **Website** (Tom)
 - a. Phase One is finished
 - b. Potential phase two items are in discussion for later
 - i. Don London is preparing a list of potential items for our consideration
 - c. Don London is preparing a monthly maintenance proposal for our consideration
 - d. Website currently allows people to sign up to receive news and updates
2. **Approval of Minutes** (Michelle)
 - a. Maria and Tom to prepare August minutes (tabled until October meeting)
3. **Treasurer's Report** (Kelly)
 - a. Motion to accept September Treasurer's Report (Kelly; second: Roger)
 - b. Covers August and September 2015
 - c. Current Balance (as of Sept. 16, 2015) -- \$88,322
 - i. Credits/Deposits: \$3,135
 - ii. Debits: \$1,630
 - iii. Change in Investments: \$-2,581 (since investment)
 - iv. Kelly to follow up on the **Morgan Stanley** Annual Service Chg
4. **Administrator's Report** (Maria)
 - a. No new requests to date
 - i. Mid- to late-October is the typical time for certificate requests
 - b. Google Doc that will allow us to see the activity on all of our chapters
 - i. Will resend and password protect
5. **2016 ACSA Gold Medal** (Tom)
 - a. Toshiko Mori has accepted to attend ACSA conference
 - b. Tom will draft a letter to confirm her acceptance
 - c. Roger will follow up regarding the box for the medal
6. **Shortlist for AIAS Forum Keynote for December 2015** (Tom)
 - a. Sent recommendations to AIAS, but are awaiting a response
7. **By-Laws Revision** (Tom & Kelly)
 - a. In process
 - b. Kelly is reviewing for gender bias
8. **New Business** (All)
 - a. Maria will update all of the chapter information on the website
 - b. Should the regional representatives be invited to join our calls?
 - c. Development of an Advisor's Handbook
 - i. Some of the chapters have their own handbooks
 - d. ACHS Annual Meeting (Feb. 11-14 in Savannah, GA)
9. **Future Meetings**
 - a. Monday, October 5, 2015 at 12:00 pm Eastern
 - b. Future Meetings
 - i. Monday, November 2
 - ii. Monday, December 7
 - iii. Monday, January 4

Meeting Adjourned at 12:52 pm