

Sigma Theta Tau Minutes, Annual Meeting on 9/08/09, ISU Nursing Building, 1700-1810

Members Present:

Joanne Golbort
Andre Kummerow
Marcee Everly
Debra Posthumus

I. Treasurers Report:

Checking \$4990.40

Savings \$13989.04

Upcoming cash outlays:

Bicentennial Convention: Joanne is attending, chapter will cover cost of registration and room charges. Estimated \$1,000.00. Unsure whether Andre/Marcee will attend, splitting the time.

Gala Costs: Estimated \$1500.00. Cost breakdown: Insurance-\$350, Music-\$500, Catering-\$500, unknown amount for a cash bar.

II. Gala Plans: Oct. 17, 7pm. Board members are asked to arrive between 6pm-6:15pm for set-up.

a. Music: Booked. Men of Note Band.

b. Food Options: Marcee has received bids from Creative Catering, which has been used by SON functions before. Price per person \$11.95 with shrimp or \$10.25 without. She read a list of other food included. Table linens are extra. She has contacted Sodexo to get a bid from them.

c. Advertising: Flyers are up in the Nursing building. Flyers were given to members present and sent out to others. Joanne will take care of the invitations to UHHG people, Marcee will take care of invitations for past presidents and ISU people.

d. Decorations: will be reused from last year.

e. Silent Auction: all board members are expected to solicit at least 2 donations. A reminder e-mail will be sent out.

f. Program: Board members discussed a timetable of events. It was not finalized.

g. Monitoring attendees: it was discussed to use tickets and nametags to monitor who has paid for the Gala tickets. Each board member will man the door for 30 minute increments.

h. Insurance has been obtained. Insurance provides for alcohol so we will solicit bids for the use of a cash bar; Sodexo and Saratoga will be called.

i. TV/Newspaper: Joanne will appear on WTHI Oct. 5th at noon, and WTWO Oct. 13th at 6am. Andre is the back-up if Joanne is out of town for her the birth of her first grandchild. Joanne will submit an item for the newspaper in early Oct.

III. Upcoming Events:

- a. Cheryl Tatano Beck Nov. 13, 2009, \$250.00 for reception.
 - b. \$100 to UHHG Chaplain's Office towards the Spiritual Program.
 - c. Induction: will cost approx. \$400.00
 - d. Scholarships: \$1000.00
 - e. \$250.00 to Michele Pantle Scholarship Fund
 - f.
- III. Next meeting Sept. 29th 1700, ISU SON

Respectfully Submitted,
Debra Posthumus, Chapter Secretary