

09/27 Board Meeting

Monday, 29 September 2008

IIE BOARD MEMBER MEETING September 29, 2008 EB211 at 5:00pm Introduction of Board Members and Responsibilities:- President ‐ Robin Grande · Vice President ‐ Radmila Polovina - · Secretary &nda Jakub Skwarek - responsible for taking notes, printing an agenda, proper communication of with the communications and technical directors. · Treasurer ‐ Tricia Fremouw responsible for tracking funds- Education Director ‐ Marissa Valette ‐ responsible for mentoring programs, school presentations such as awareness of the chapter, finding creative ways to reach others. · Communications Director ‐ Michelle Dionisio ‐ Keeping the bulletin board up to date, distributing flyers, making sure emails are sent to members, newsletter. · Activities Director ‐ Patricia Fair ‐ responsible for officer retreat, social activities, banquets and conferences. · Technical Director ‐ Joshua Hinkemeyer, in charge of updating the website.

Other Discussed Topics:- Possible fundraiser ‐ when it would happen, what needs to be done for it to occur. · Newsletter will be printed about 2 or 3 times per semester. · Next general meeting will be held in about 2 weeks (October 13, 2008). · Board meetings will occur once a week. · NEXT BOARD MEETING is going to be MONDAY, OCTOBER 6, 2008 at 5:00pm in EB211