Round Table Executive Board Meeting

Tuesday, December 1, 2009

12:00 Noon—12:30 P.M.

Robinson Tower, Conference Room

Persons Present: Carolyn Keathley, Marilyn Eichelberger, Julie Covington, Janet Sheets, Pam Crow, Paulette Edwards, Leigh Ann Marshall, Angela Funai, Barbara Santos, Jane Gunn, Denyse Rodgers, Lorin Matthews, Kathy Hillman, Amber Adamson, Martha Lou Scott.

**Call to order and Welcome:** Carolyn Keathley, President

**Invocation:** Denyse Rodgers

**Business Meeting:**

**Minutes**: The minutes were distributed and approved as corrected.

**Carolyn Keathley** passed out the agenda and asked for any old business.

**Martha Lou Scott** reported that she had met with Madelyn Jones, chair of Scholarship Fundraising, and that there would not be a silent auction at this year’s Christmas program since there are only two boxes of donations collected. Julie Covington suggested that each newsletter carry a reminder to take donated items to Martha Lou’s office. Jane Gunn reminded the committee of the storage area available to Round Table.

**New Business:**

 **Christmas Luncheon—Barbara Santos**: Barbara reported that the Chamber Singers and their conductor, Dr. Alan Raines, are excited about performing for Round Table. Enough Round Table members have volunteered to bring food. She reminded the Committee that the program on December 3rd is a guest day.

**Notes of condolence—**Denyse reported that Patricia Tolbert had sent a note of condolence to Jane Newsom on the death of her son. Denyse volunteered to check with Patricia concerning sending a note to Wanda LeMaster on the death of her stepson.

**Officer Reports:**

**Treasurer—Pam Crow**: Pam reported that she had talked to Baylor’s Payroll Department about the possibility of Round Table members being able to use payroll deductions for membership dues. Jane Gunn asked whether payroll deductions might be used for tickets to Round Table events. After a brief discussion, it was decided that Pam would continue to work with Payroll on the payroll deduction options.

**Publicity—Paulette Edwards:** Paulette reported that she has sent notices about the Christmas program to the *Lariat* and to the *Lariat* reporter with whom she has been working.

**The following committee reports were given:**

**Anniversary—Angela Funai**: Angela reported that there were no updates from their committee.

**Electronic Communications—Sandy Bennett**: Denyse Rodgers reported for Sandy that the December newsletter was coming out today and that the deadline for the January newsletter was December 24th.

**International Dinner—Jane Gunn:** Jane, chair of the International Dinner Committee, reported that the dinner went well. Of the $3500 that was available from Baylor’s President’s Office, the committee spent only $2910.40 for ARA food. The colored table linens were given a reduced price by ARA and community service committees of area HEB stores gave gift cards with which the International Dinner Committee purchased gifts for the child care workers and musicians. The money from the tickets purchased by Round Table members will, with the exception of $50, be donated to the scholarship fund.

Carolyn said that it was almost embarrassing to have entertainment since once again this year the audience continued to talk and laugh during the performances. Jane said that, even though the noise level was better this year than last, she noticed Round Table hosts continuing to talk with the international students at their tables during the program. Julie suggested that perhaps having a singer would discourage the noise since many times instrumental music is used as background music. Jane further reported that the fruit which they purchased through wholesalers went over well. She said that releasing the tables to the buffet line worked well and she was appreciative of ARA for having overstaffed to take care of refilling the buffet.

**Membership—Denyse Rodgers**: Denyse reported that there were now 194 Round Table members.

**Nominating—Lorin Matthews:** Lorin passed out the slate of officers from the Nominating Committee. The officers will be voted on at the February meeting.

**Program—Kathy Hillman**: Kathy reported that the programs were going well.

**Scholarship—Amber Adamson:** Amber said that there had been no change in the scholarship money. There is $375 raised for scholarships with $200 in pledges coming in. Kathy Hillman moved, with a second by Julie Covington, that the excess dollars from members’ International Dinner tickets be transferred to the Scholarship fund. The motion was approved.

Carolyn asked for any other business and there being none thanked the Executive Board members for their work. The meeting was adjourned at 12:30 pm.

Respectfully submitted,

Janet Sheets, Recording Secretary