I. Call to order. Meeting started at 2:35 p.m.

II. Introduction
   a. Current and new members
      New Members: Rudelisa Solidarious
                     Jade Wnrich
                     Andrea Neumann

III. Club upcoming Activities/Info
   a. Sign up for the Light the Night, Saturday, October 26, 2013. Need to sign up online.
   b. Sign up Special Olympics by Saturday, November 16th/Friday, November 22nd. Sign up online as a group.
   c. Christmas Donations- will go to shelter and we are accepting donations until end of the semester
   d. Open positions for Secretary and Treasurer. Treasurer position taken by Jairo Malara
   e. Honors Club Point System:
      Attendance at each meeting: 5
      Helping at an event for 1 hour: 5
      Bring a friend to an event or meeting: 5
      Creating a poster: 3 points
      Bring food to a club meeting: 2

IV. Upcoming Events
   a. Light the Night- need volunteers. Members who are interested email Aygul Ovezliyeva
   b. Ideas:
      i. Krispy Kreme-on October 21, 2013
      ii. Pastry Sale-Midterm madness
      iii. Donations go to Shelter
iv. Work with other Clubs- collaboration with other clubs helps to get more points for the club

V. Announcements
   a. ICC Report –Steven Mannie
      I. Meeting has been canceled.

VI. Open Forum

VII. Meeting adjourned at 3:20 p.m.
HONORS CLUB POINT SYSTEM:

Required Points for Active Membership: 30 (every semester)

- Attendance at each meeting: 5
- Helping at an event for 1 hour: 5
- Bring a friend to an event or meeting: 5
- Creating a poster: 3 points
- Bring food to a club meeting: 2
- 1 item of Donation: 2

OPEN OFFICER POSTIONS:

Secretary Position

For the secretary position you have to take organized notes during club and officer meetings. Then they must be typed using word document or something similar, and then emailed to all the officers (and advisor) in the club in a timely manner. This is very important because in order to process and receive the reimbursements for the expenses made by the treasurer, he/she needs to submit the minutes.

Treasurer Position

The treasurer’s main duties include:

- Work with the staff in the Student Development Office.
- Completing reimbursements; forms can be obtained from STCN 111, to complete a reimbursement, the treasurer needs the minutes from the general meeting stating that the appropriate motion was made, a receipt confirming the purchase, and the appropriate form
- Making deposits; forms can be obtained from STCN 111, to complete a deposit, have the money and the appropriate form
- Facilities Request (tables, chairs, etc.) AND Food Permit for EACH event the Honors Club has including fundraisers, meetings, on and off campus events.

General Duties of ALL officers:

- Attend club and officer meetings
- Respond to email requests in a timely manner
- Keep all the officers and the advisor up to date on any projects and/or issues
- Help support the COC Honors Program through outreach activities
- As a representative of the club and (in addition) the COC Honors Program, officers should LEAD by example, HELP when needed and ENCOURAGE others to do the same.