**PTS minutes for officers meeting – March 14, 2012**

Tasks to Complete

* Everyone
	+ Read the by-laws and constitution
	+ Copy the PTS email address on all emails sent from the club email
* Chris
	+ Reserve a room for
* Alex
	+ Figure out how to do out taxes
* Nathan
	+ Return the emails from people who missed the banquet

Banquet overview

* Gift card was very successful in motivating students to be more creative with their plaques, definitely something to continue next quarter
* How can we get more people to attend the banquet next quarter?
	+ Earlier time?
	+ Sunday instead of Saturday?
* Consider inviting all members to the banquet (non-initiates would pay for themselves)
* We have a large surplus because of all the no-shows

National convention overview

* The fact that we’re doing BAE day got positive feedback
* Community service is something we should do more of
* “Promote visibility among ME clubs”
* Tutoring idea got positive feedback
	+ Maybe do more of a mentoring program than class tutoring
	+ Peer advising, helping with scheduling, how to succeed as an ME
* Spring quarter senior initiates must be reported to national organization
* Consider taking younger students for officer training next year
* “Don’t party with Texas Tech”

Goals for next quarter

* BAE day; be sure to meet with TBP next quarter
* Do at least one evening with industry
* Have a meeting with active TBP members to get ideas for club direction
* Do the Templeton High School thing again
* Resume workshop with career services
* Get an official PTS T-shirt made
	+ Hold a competition for the design

Miscellaneous

* Email for next quarter’s initiates has been sent
* Can we get a list of students for initiation?
* Graduation sashes
	+ We currently have 7
	+ Need to send out an email to see who wants them for spring graduation
* Nathan (aka “The Ladykiller”) will keep us updated on how AP will affect his status as president

Ongoing

* Need to email older members who still need to pick things up
* Alex – update the contact list on Gmail
* T-shirts
* BAE day

Topics for the next meeting

* Bring the list of industry contacts and choose some to pursue
* Career services resume workshop
* Schedule an actives meeting
* Sashes for spring graduates