

MINUTES  
DELAWARE VALLEY MENSA EXECUTIVE COMMITTEE MEETING  
JULY 15, 2017

I. CALL TO ORDER / OPENING REMARKS

HILLMAN called the meeting to order at 1:09 pm

II. ANNOUNCEMENTS – Charley Haas has resigned as an At-Large Member; Dan Farrow has resigned as Acting Editor and Acting Webmaster, Ellen Bauer has resigned as Proctor Coordinator.

III. ROLL CALL [Secretary’s Note: Roster is in Appendix 1.]

Present: HILLMAN, CRAM, DESTEFANO, MARIANI, NEFF, RIGNEY, TAYLOR, HEIPLE

IV. Approve minutes – minutes from the June 2017 meeting were approved.  
Approved 7-0-0

V. Appointment of Officers

1.) PROGRAM CHAIR - Moved MARIANI, Seconded CRAM: “Nancy Jarrin is appointed Program Chair.” Approved 7-0-0 **DVM2017-005**

2.) PUBLICATIONS OFFICER – Moved RIGNEY, Seconded TAYLOR: “John Heiple is appointed Publications Officer.” Approved 7-0-0

**DVM2017-006**

**NOTE:** From this point forward, HEIPLE is included in the vote total.

3.) GIFTED YOUTH COORDINATOR – Moved CRAM, Seconded TAYLOR: “Joe Neff is appointed Gifted Youth Coordinator.” Approved 8-0-0 **DVM2017-007**

4.) PROCTOR COORDINATOR – Moved NEFF, Seconded RIGNEY:  
“Nancy Jarrin is appointed Proctor Coordinator.” Approved 8-0-0  
**DVM2017-008**

5.) SCHOLARSHIP CHAIR – Moved MARIANI, Seconded CRAM: “Lori  
Stilwell is appointed Scholarship Chair.” Approved 8-0-0 **DVM2017-009**

6.) ARCHIVIST – Moved RIGNEY, Seconded HEIPLE: “Pat Horsley is  
appointed Archivist.” Approved 8-0-0 **DVM2017-010**

## VI. ASIE Cleanup

1.) Moved HEIPLE, Seconded CRAM: “All references to elected or  
appointed positions mentioned in the bylaws effective July 1, 2017 are to  
be updated in the ASIEs to their correct current titles.” Approved 8-0-0  
**DVM2017-011**

2.) Moved HEIPLE, Seconded CRAM: “Reference to Recording Secretary in  
ASIE DVM2012-005 is replaced with Deputy Local Secretary.”  
Approved 8-0-0 **DVM2017-012**

3.) Moved HEIPLE, Seconded CRAM: “The last sentence in ASIE  
DVM2012-008 is replaced with the following: The Membership  
Committee shall report to the Recruitment and Testing Chair through  
written reports and through its chairman as necessary.” Approved 8-0-0  
**DVM2017-013**

## VII. Reports and Discussion

### 1.) Finance

The Treasurer was unable to attend due to another DVM event, and did not  
provide a report. The budget proposal was requested to be presented at the  
next meeting.

## 2.) Programs

Upcoming group events – There is a general membership meeting coordinated by JARRIN today that prevented her from being present.

CRAM selected September 23 for the Philadelphia Union soccer game.

## 3.) Gifted Youth

NEFF is planning to have upcoming events at the Chemical Heritage Museum, Art Museum of Philadelphia, and laser tag.

## 4.) Picnic

It was agreed that the ExComm would coordinate the planning of the DVM annual picnic through the ExComm Yahoo group. Some of the items that were discussed to be remembered are charcoal, ice, coolers, cooks for the grill. HILLMAN will find out the location of the DVM banner and verify the pavilion reservation at Ridley Creek State Park.

## 5.) Regional Gathering

Attendance continues to increase. The price increase takes effect at the end of July. HILLMAN will make sure that the Mensa Bulletin has the correct dates to the RG, and have it corrected as necessary. Find out how to get on list of National Testing month dates (even though our event in 1<sup>st</sup> weekend in November).

## 6.) Publications

- a.) Newsletter – HEIPLE per provisions in current bylaws appointed MARIANI as the new editor of the Proteus effective immediately.  
**DVM2017-014**

HILLMAN will transfer custody of the laptop after the meeting.  
MARIANI will start to make changes to the Proteus starting with the

September edition. We are looking for members who have an interest in publications to appoint to proofreading and sub-editor positions to share the workload.

b.) Website – an overhaul of the website was undertaken to remove the superfluous items and update the contacts. CRAM suggested that the RG page be made an actual page rather than a PDF. Two volunteers have indicated interest in being Webmaster – HEIPLE will evaluate their qualifications. We are looking for a webmaster that can completely overhaul the website.

c.) Social Media – CRAM will continue to serve as Acting Social Media Coordinator until someone indicates an interest in the position.

#### 7.) Recruitment and Testing

The ExComm position of Recruitment and Testing Chair continues to remain vacant. We have three proctors currently in training to supplement the one proctor that is currently active.

### VIII. OLD BUSINESS

DESTEFANO reported back on Meetup. It is \$180 per year for the price package that would best meet the needs of DVM. This would allow for three groups (that we could use one for public testing purposes, one for private member events, and a third for another option). The package allows for unlimited members, organizers, and events. While the ExComm found the idea favorable, the discussion was tabled until the Treasurer could be present.

NEFF reported back on electronic attendance at ExComm meetings. He found that freeconferencecall.com was the best, but also suggested telejunction.com as a possibility. Both have their limitations, but NEFF felt strongly that freeconferencecall.com was superior, and was authorized to create an account for the DVM ExComm. The service is truly free, with no privacy issues, and with the ability to record the meetings if desired.

HILLMAN indicated that she would be publishing another article in the Proteus listing the positions that still need a volunteer to fill them.

## IX. New Business

HILLMAN discussed that now that the new bylaws are in effect that the ExComm will be meeting less frequently, and that more will be handled by officers and committees. Those in positions of responsibility or who have undertaken a project need to be mindful of the associated expectations.

### 1.) CREATION OF COMMITTEES

#### a.) Creation of Publications Committee

A standing empowered committee on publications, known as the Publications Committee, is established.

The Publications Committee is charged with maintaining and creating all print and electronic communications with our members. These publications will be well-written, well-designed, informative and entertaining, and will serve as appealing and available forums for all members. The Publications Officer shall chair the committee, which shall include the Editor, Webmaster, and Social Media Coordinator. The chairman of the committee shall appoint other committee members as necessary.

As per ExComm policy for all committees, the need for the Publications Committee shall be reviewed by the incoming ExComm at the start of each new term. The Publications Committee shall report to the ExComm through written reports and through its chairman as necessary.

Moved HEIPLE, Seconded CRAM: “The Publications Committee is created.” Approved 8-0-0 **DVM2017-015**

#### b.) Creation of Awards Committee

A recurring empowered committee on individual awards, known as the Awards Committee, is established.

Once a chairman is appointed, the Awards Committee is charged with identifying members who have significantly contributed to the success and growth of Delaware Valley Mensa over a period of not less than 10 years. The Committee will design the Award ceremony and any commemoration that will be offered at the next regional gathering of DVM.

The ExComm shall appoint the chairman of the committee. The chairman shall appoint at least 2 additional members who have each been members of DVM for at least 10 years.

Once the regional gathering has occurred, the committee ceases to exist until a new chairman is appointed.

As per ExComm policy for all committees, the need for the Awards Committee shall be reviewed by the incoming ExComm at the start of each new term. The Awards Committee shall report to the Local Secretary through written reports and through its chairman as necessary.

Moved HILLMAN, Seconded RGNEY: "The Awards Committee is created."

Approved 8-0-0 **DVM2017-016**

Moved RIGNEY, Seconded HEIPLE: "Vic Mariani is appointed Awards Committee Chair." Approved 8-0-0 **DVM2017-017**

#### c.) Creation of the Audit Committee

A recurring empowered committee on financial review, known as the Audit Committee, is established.

Once a chairman is appointed, the Audit Committee is charged with reviewing the financial books and records of DVM for fiscal years subsequent to the previous audit, and reporting the results of the audit to the ExComm.

The ExComm shall appoint the chairman of the committee. The chairman shall appoint at least 2 additional members. All efforts to avoid the appearance of impropriety shall be observed in selecting committee members.

Once the audit results have been communicated, the committee ceases to exist until a new chairman is appointed.

As per ExComm policy for all committees, the need for the Audit Committee shall be reviewed by the incoming ExComm at the start of each new term. The Audit Committee shall report to the Local Secretary through written reports and through its chairman as necessary.

Moved HEIPLE, Seconded CRAM: “The Audit Committee is created.”  
Approved 8-0-0 **DVM2017-018**

Moved HEIPLE, Seconded TAYLOR: Stacy Rigney is appointed Audit Committee Chairman. Approved 8-0-0 **DVM2017-019**

Upcoming Meetings:

September 9	1PM	NEFF
October 14	1PM	HILLMAN
January 20	1PM	CRAM

Adjourned – 2:35pm

## Appendix 1

### Roll call

Local Secretary	Amy Hillman	(present)
Deputy Local Secretary	Jared Cram	(present)
Treasurer	Joy Gomez-Farrow	(excused)
Member-At-Large	Nick DeStefano	(present)
Member-At-Large	Jyme Mariani	(present)
Member-At-Large	Joe Neff	(present)
Member-At-Large	Stacy Rigney	(present)
Member-At-Large	Joseph Taylor	(present)
Publications Officer	John Heiple	(present)
Program Chair	Nancy Jarrin	(excused)
Recruitment and Testing	(vacant)	