

Golden Key Alumni Chapter of Houston

Minutes from the last meeting

April 29, 2001

4:00 p.m.

I. Election of Officers

- A. President- Mark Toussaint
- B. Vice-President (1)- Irsan Tisnabudi
- C. Vice-President (2)- Kelly Hundsrucker
- D. PR Officer- Scott Zickafoos
- E. Web Master- Juan Fu
- F. Historian/Communications Officer- Nam Nguyen
- G. Treasurer- Tonya Grega

II. Kick Off Event Program

- A. Program Schedule
 - 1. 6:00 p.m.-6:45 p.m. Mix and mingle
 - 2. 6:45 p.m.-7:15 p.m. Program start
 - a. (10-15 minutes) Opening remarks and introductions of officers/interest in offices- Mark Toussaint
 - b. (10-15 minutes) Steve Pracht remarks
- B. E-mail local chapter advisors about getting alumni to join- Tonya Grega
- C. Print out program flyer- Scott and Irsan
- D. Get list of members who joined/paid- Tonya
- E. Get nametags/markers for event- Nam
- F. Food-buffet or finger foods?

III. Next meeting: Tuesday, April 15, 2001 at 11:30 a.m. for lunch

IV. Prepare interest activity questionnaire for event (include best times/days to meet)- Nam

V. Follow-up meeting after kick off event: June 10, 2001 at 4:00 p.m.