**Call Meeting to Order (8:00 pm)**

Tom & Dana

**Roll Call**

**Chairs:** x Dana x Tom

**Class Representatives:** \_x\_ Tim \_x\_ Mike  x Matt x Kay (standing in for Liz) x Shelby Mike Bruce Lee x Samer x Bruno

**Committees:** x Student Ambassadors xx Web Masters xx Service x Activities xx Historians

x Kathleen

**Others Present:** 1 freshman back-up rep

**Secretary Reviewed last meetings minutes**

**Committee Updates:**

* Activities:
  + Super Bowl Fondue event had 35 participants, proper amount of food budgeted.
  + Dance is now tentatively aimed for April 16th
    - Sub-Committee e-mail to go out
    - Shelby may be able to provide experience
      * Used $250 budget for 60-person event
* Historians
  + Made a spreadsheet for event analysis
  + Low senior attendance, lots of Price residents
  + Got access to Instagram account
* Student Ambassadors
  + First round of overnights is Friday after break
  + Training is Thursday for interviewers
  + Tour Guide Trainings is Tuesday
  + Admission numbers are where they should be
* Webmasters:
  + Marcy is now paying for new hosting
  + Everyone will have an account
    - Passwords will be known to webmasters
  + Three week estimated completion
  + Service tab will accommodate service needs of the program
    - Show historic submissions, with features for service representatives
* Service:
  + Blood drive is Monday and Tuesday
  + Care package letters may require stamps
* Ad-Hoc Committee (Media Presence)
  + Facebook page exists
* Honors Council
  + N/A

**Kathleen:**

* No updates

**Chairs:**

* No updates

**Open Floor:**

**Adjournment (8:35 pm)**

\_Bruno\_ First \_Matt\_ Second

Mailing list for steering board [steering-board@clarksonhonors.org](mailto:steering-board@clarksonhonors.org)