



1155 East 58th Street
Chicago, IL 60637
www.arcechicago.com

Board Meeting Minutes August 13, 2005

1. The meeting was called to order by acting president Emily Teeter, at 5.07 PM in the LaSalle Bank Room at the Oriental Institute, 1155 East 58th Street, Chicago.
2. The minutes of the July 16, 2005 meeting were read. Bob Andresen moved to accept minutes. Unanimously approved.
3. Acting president's report:
Status of Chapter: As of May 2005, ARCE Chicago Chapter has been accepted as a full-fledged member of ARCE.
 - Financial report: The checks and cash mentioned in the July 16 minutes have been recovered. The FEIN number has been received. An account has been opened at Citibank but no deposit has yet been made because signatures will have to be adjusted. Once that has been done, everybody will be reimbursed.
 - Federal and State tax exempt status forms are to be filled out. The official name of the chapter is: American Research Center in Egypt, Chicago Chapter. The correct name for IRS statements is ARCE Chicago.
 - Emily Teeter has filed a six months accounting report to July 2005. A statement copy is attached.
 - Results of Board elections: Bob Andresen, Dennis Kelley, Sandy Polley, Jim Ringenoldus, Emily Teeter were elected to the Board. Janice Brannon declined to serve.
4. Election of officers: Bob Andresen moved to elect Emily Teeter president and Sandy Polley secretary of the Chapter with the option to appoint a recording secretary.

Both motions were approved unanimously.

- President: Emily Teeter
- Vice-President/Program Committee Chair: Dennis Kelley
- Secretary: Sandy Polley
- Treasurer: Jim Ringenoldus.

5. Amendment of By-laws Dennis Kelley and Bob Andresen will work on an amendment to be approved by ARCE Central.

6. Establishment of Committees:

Program: Dennis Kelley agreed to serve as head of the Program Committee. The plan is to present bi-monthly general membership programs. Emily Teeter will ask Ray Johnson to give the Fall lecture. Dennis Kelley will contact members who had signed up to help with programs, such as presenting research projects, book reports and other subjects.

Membership: Emily Teeter will ask Miriam Borelli to chair that program which will be merged with Hospitality. Among other things, chair will be in charge of having members sign up for refreshments and control supplies to avoid duplication.

Fund-raising: Develop income producing events, write funding proposals: ARCE Central has funds available for chapter projects. The fund-raising chair is responsible to the treasurer.

Public Relations/Publications: A printed newsletter will bring news about the Chapter, upcoming events, Board meeting minutes and other items. Emily Teeter will ask Elane Streets to be provisional editor and Bob Andresen will assist via e-mail while out of town. The first issue will be sent by regular mail, offering to e-mail future issues to those sending their e-mail addresses. All documents relating to ARCE Chicago will be on its web site.

7. Old Business:: Jim Ringenoldus will offer Sherian McLaughlin the assistant treasurer position.

8. New Business: Board meetings will be scheduled as needed; the next one will be September 21, 2005, at 3 PM, in the main floor open area, Chicago Cultural Center (78 E Washington Street) on the Randolph Street side.

The Board discussed several program ideas such as ceating interest groups for

Arabic, hieroglyphs, etc.; Providing in depth tours of Egyptian collections in the Midwest;

Contacting people at the Coptic Church in Chicagoland who could give a lecture on their history and heritage; Organizing a tour to visit the Fort Worth, TX Hatshepsut exhibit; Developing a program to coincide with the 2006 Tut exhibit at the Field Museum and setting up a hospitality suite for ARCE members of other Chapters.

9. Motion to adjourn: Bob Andresen moved to close the meeting at 6.30. Unanimously approved.