

Delta Kappa Gamma Society International
Alpha Delta State
October 20, 2018 - Executive Board Meeting
Trinity United Methodist Church - Columbus, Ohio

President Meier Bauer called the meeting to order at 9:30 A.M. She welcomed those in attendance and asked that they remember our DKG sisters facing adversity such as hurricane destruction and cancer.

The flags were presented by Linda Lawwill, Alpha Chi; Becky Maggard, Delta Omega; Fran Wilhelm, Beta Gamma; followed by the Pledge of Allegiance and the singing of God Bless America led by Marlene Bolea, State

Cindy Lawyer, Alpha Psi gave some Words of Inspiration.

The minutes of the April 14, 2018 Executive Board meeting were presented. They were accepted with no corrections. They will be filed.

Correspondence - Ann Todd

Two letters of correspondence were presented to the Executive Board. Both correspondences were Thank You notes, one from The Ohio History Connection and the other from the Alpha Delta State Ohio Educational Foundation.

Membership Committee Report - Diana Kirkpatrick

Members were reminded that Form 6, used to report the death of a member should be sent in a timely manner so sympathy cards may be sent. Form 2 must be completed and sent regardless of whether a chapter has a death of a member or not. This form is due by February 1, 2019. She stressed to members that this is a Gold Key requirement.

“Pass on the Gift of Membership Challenge” is continuing. All information and forms are on the Alpha Delta State website. Chapter presidents need to complete the recognition form and survey. These are due by March 1, 2019. Ohio Membership Committee is putting together an Expansion Task Force and is asking for additional funding to put this project into operation. The task force would consist of the current membership committee and Patricia Cermak, Millie Holzer, Marilyn Slusser, Molly Tharp and one additional member. She presented some background information which shows Ohio is in crisis mode. The committee is in the beginning stages of developing a multifaceted “Pass It On” Expansion Initiative. Some of their objectives are:

- To assist struggling chapters (at their request)
- Identify areas where no chapters exist, establish new chapters, reassess viability of dissolved chapters where possible
- To locate and place regional membership advocates in designated areas around the state to assist chapters with membership issues in the designated areas across the state

The anticipated implementation at the latest would be 2020-2021. A Membership Kit is being developed and they hope to have a draft copy to share at the State Convention.

She shared changes and additions in the DKG Constitution and International Standing Rules related to membership.

- Article III, A.1 and 2. B.1, B.4 and C.1
- ISR 3.02, 3.4, and 3.5

Article III B. 4 allows for the inclusion of collegiate members. ISR 3.5 deals with Termination of a Member which states that chapters must record in the chapter minutes the names of those members terminated, including the reason and date of termination.

Small Group Sessions

The members present broke into small groups for discussion on several topics. There were to be four groups, My DKG, Membership, Chapter Programs and Foster Care. Due to some technology issues, the My DKG was not available. Members were given twenty minutes to discuss the topic of their group. Moderators guided the groups. The ideas generated were written on post-its and will be looked over and collated by topic and sent out to each of the chapter presidents.

Mary Jo “Bunny” Doebling, Beta Nu Chapter was recognized for her idea to encourage her members to pay their dues early. Only seven did not meet her early deadline.

Treasurer’s Report - Diana Haskell

Treasurer Diana Haskell reported that chapter dues and scholarship fees need to be paid to chapter treasurers by October 31, 2018. Forms 18 and 18A are due to the State Treasurer by November 10, 2018.

It was reported that 83 of the 88 chapters filed the Chapter Treasurers Annual Report, Form 15, by July 2018.

State Treasurer Annual Report Form 16 and the Available State Budget was submitted to DKG International on August 13, 2018.

Forty-two (42) of the 88 chapter treasurers and the Cleveland Coordinating Council filed and forwarded IRS acceptance of 990N to the state treasurer. These are due by November 15, 2018.

Treasurer Haskell attended 1.5 hours of dues collection training from International personnel during the International Convention. Chapter treasurers will receive training prior to June 30, 2019. There will be hands on training available for them at the state convention in April. Federal and Ohio payroll taxes for employees were filed and paid for the second and third quarters of 2018. Taxes paid totaled \$1020.00.

The Treasurer’s Activity sheet shows that the organization has been operating on \$1000.00 which creates a cash flow situation. This is a reason for the organization moving to a July 1 - June 30 fiscal year with dues collection moving to June in 2019.

She reported the changes made in Article IV of the Constitution and International Standing Rules. Those highlighted were:

- Article IV, Section C, F.2. b, F.3c and f ; Article VI, C. 9 a
- ISR 4. 11 and ISR 4. 21

Finance Committee Report - Peggy Ciolek

There will be training on the new procedure for collecting and reporting dues for 2019 for chapter treasurers at the State Convention. There will be three sessions available.

The finance section of the Strategic Action Plan was reviewed and revised. The ADS Available Fund Budget was reviewed. The committee recommends making a \$500.00 donation to the Delta Kappa Gamma Society International Emergency Fund for victims of this past summers hurricane.

The DKG Ohio Reimbursement Policy was revised with several changes for lodging, mileage and convention fees. These are being recommended to the Executive Board for approval.

Bylaws /Policies and Procedures Committee- Judy McClanahan

The committee has been working on changes at the state level based on the changes voted on in Austin this summer.

They have three categories they have been working on:

- Simplify - these have no changes in the way we do things but are required by International
- Alignment of those items that have a change in the Constitution
- Those items that have been recommended for change to our State Bylaws

The levels will be dealt with separately and may be able to be bundled whether they are simplified, those grouped as changes at International level and those that are changes which may come up for debate and voted on. The proposed changes are being reviewed and will be put up for a vote at the State Convention in April. They will be published either in *The Voice* or a special edition that will come out March 1 or March 2, 2019.

Educational Excellence Committee - Debby Canter

It was reported that the Foster Care Initiative continues. There are several steps to go through to contribute:

- Find a foster care agency in your area
- Set up a meeting with someone in the agency to complete a needs assessment
- Decide on a plan or timeline and follow through

Make sure to share your chapter's story with *The Voice*.

Katie Gantz was recognized for typing and putting together the State Directories.

Guest Speaker

The speaker scheduled to share information on the topic of Foster Care was unable to be with the group so President Bauer shared a book called , "Buddy, View from the Pumpkin Seat" written by Holly Schlaack. This book is based on a foster child's experiences from his perspective.

Cindy Lawyer read a poem, Autumn Blessing.

The meeting was recessed for lunch at 12:00 noon.

The meeting was reconvened at 12:57 P.M. with the singing of the Delta Kappa Gamma song, led by Cheryl Quay, Alpha Tau.

ADSOEF - Dr. Norma Kirby

Dr. Kirby presented the Foundation's Annual Report. Some of the highlights were:

- Monthly articles in *The Voice*
- Chapter presentations
- Scholarship Committee has revised all applications and guidelines. They have also developed an application and guidelines for the Individual/Classroom/Community Project (this is new)
- A number of policies have been approved and there are other policies still in the process of approval

Scholarship Report - Marilyn Slusser

They have reviewed and updated all scholarship applications. All forms are on the ADS website as well as the ADSOEF website. Applications will only be accepted if computer generated.

There were ten Esther H. Strickland Student Teaching Grants awarded and nine have received their funds. One of those recipients has become a member of Alpha Nu Chapter as a collegiate member.

There is a recipient for the A. Margaret Boyd Fellowship from Mongolia. She will attend Kent State University beginning in January.

The committee has a new project opportunity for chapters and members. Details and an application form were given to members in attendance at Executive Board meeting.

Biennial Seminar - Betsy Foreman

The 16th Biennial Seminar will be held in Cincinnati, Ohio on June 18-20, 2019. The Theme for the seminar is, "It's SO Cincinnati!". A schedule and registration forms were given to members present.

Communications and Marketing Committee - Eileen McNally

The name of the committee was changed from Communications and Publicity to Communications and Marketing at the International Convention in Austin. (Article VIII. B. 1) Other points highlighted by the committee were:

- Monthly version of *The Voice* is shared electronically
- Promoting social media as a viable communication tool
- Blog focusing on legislative and other issues will be starting with a link on the state website
- Tech classes will be offered November 17, 2018 at the Digital Academy in Newark. The maximum number for this is 30 participants but classes will still be offered with 10 participants.
- Deadline for articles to be submitted for *The Voice* is the 15th of the preceding month. Members will receive their copy electronically on the 1st of the month. Chapters are responsible for getting copies to their members without email
- Submit any email changes to Margaret Archangel as soon as possible.

Small Group Sessions - members selected another group in which to share ideas

Gold Key Report - Karen Dombrowski

Members were made aware that this year's Gold Key Form will be completed and submitted online. Once the application is sent, a message will acknowledge that the form has been successfully submitted. The coordinator will acknowledge receipt of the application by email. Once all information in the application has been verified, another email will be sent to announce the chapter's award. All applications must be received by March 1, 2019. On March 2, 2019, the application site will be shut down.

There was a discrepancy noted between the application and the planning form, but the webmaster has agreed to correct this. (Note: This was done shortly after the Executive Board meeting.)

Nominations Committee - Tammy Schroeder

The committee announced the positions that will need to be filled for the next biennium:

- State Officers
- 5 Nominations Committee members
- 3 ADSOEF Board member positions (4 year terms)

Applications for these positions need to be sent to Tammy Schroeder no later than December 1, 2018. Elections will be held at the April Convention.

State Convention Coordinator - Sue Eades

The convention will begin officially on Friday evening, April 5, 2019. Registration will open at 2 P.M. on Friday which will give attendees an opportunity to explore Columbus. The teacher of the year will be the guest speaker on April 5th. Induction of officers will be conducted at the Saturday luncheon. A surprise is being planned for the Saturday evening banquet.

Anyone wishing to lead one of the numerous sessions should fill out a proposal form and submit it.

Chapter Showcase - Bonnie Trubee

Chapters, once again, will be able to showcase their chapter at the convention. There are a couple of changes that have been made from last year. This year's poster size will be 16X20 instead of 8.5X11 and each chapter will need to provide their own tabletop stand for the poster. Chapters should make sure their chapter name is displayed on the poster. This is a chance to "showcase" your chapter and what they have been doing.

Additional Constitution and International Standing Rules Amendments - President Bauer

The following were highlighted to the members:

- Article VI, D.2a (Election and Terms of Office)
- Article VIII, A. 2c (format of reports- a change)
- Article IX, A 1 and B. 2.A (chapter and State organization meetings)

Unfinished Business

There was no unfinished business.

New Business

There were several motions that came before the Executive Board.

Patricia Cermak, Gamma Rho, moved "to accept the recommendations of the finance committee to accept the revised Alpha Delta State Reimbursement Policy effective immediately." No second was needed. Motion passed.

Donna Myers, Kappa, moved "to accept the recommendation of the finance committee to donate \$500.00 to the Delta Kappa Gamma Society International Relief Fund." Seconded by Beth Archer, Alpha Psi. Motion passed.

Marilyn Slusser, Delta Kappa, moved "to accept the membership committee's recommendation to provide additional funds of \$750.00 for the implementation of an Alpha Delta State Expansion Initiative." Seconded by Jackie Thase-Burch, Alpha Upsilon. Motion passed.

Katie Gantz, Gamma Phi, moved "to change the registration for State Convention from \$35.00 to \$40.00." Seconded by Mary Jo Doebling, Beta Nu. Motion carried

Dr. Norma Kirby, Alpha Delta, moved "to enter into a contract with the Dublin Embassy Suites for the Alpha Delta State Conventions, March 20, 21, and 22, 2020 and April 17, 18, and 19, 2021 with a room rate of \$136.00 for both years." Seconded by Debra Frazier, Beta Rho. Motion passed.

After this motion passed, it was discovered that the April dates were incorrect. At that time, Donna Myers, Kappa, moved "to amend the motion for the date for the state convention to be the third weekend in April 2021." Seconded by Michelle Schaffer, Zeta. Motion passed.

Voting cards were collected by the pages.

President Bauer thanked all who helped make the Executive Board meeting a success.

- Registration Assistance: Nominating Committee
- Flag Presenters: Linda Lawwill, Alpha Chi; Becky Maggard, Delta Omega; Fran Wilhelm, Beta Gamma
- Pages: Cindy Norman, Delta Lambda; Michelle Schaffer, Zeta
- Music Leaders: Marlene Bolea, State and Cheryl Quay, Alpha Tau
- Leadership Chair: Cindy Lawyer, Alpha Psi

- Readers for today's minutes: Abbey Bolton, Theta; Molly Helmlinger, Beta Kappa; Stephanie Kogan, Delta Psi

The flags were retired.

The Convention Steering Committee and the ADSOEF Board of Directors will be meeting following the adjournment of the Executive Board meeting.

President Bauer adjourned the meeting at 3:05 P.M.

Respectfully Submitted,

Karen Dombrowski
Alpha Delta State Recording Secretary

Meier Bauer, President

Karen Dombrowski, Recording Secretary

Abbey Bolton, Theta

Molly Helmlinger, Beta Kappa

Stephanie Kogan, Delta Psi Chapter