**DKG Washington State Organization Fall Board**

 **General Session/Executive Board Minutes**

 September 26, 2020 2-5:00pm Virtual Conference

Voting members: State Officers & Chapter Presidents

Ex officio: Treasurer, Parliamentarian, Executive Secretary; All other members are welcome!

**Protocol 2nd Vice President- Monique Harrison** (Beta Sigma Seattle) Making ones voice heard via Zoom was explained.

**Call to Order- President Susan Fritts** (Alpha Sigma Kitsap) **at 2:00 PM**

**Introductions- President Susan Fritts** (Alpha Sigma Kitsap)

**Greetings from International- International Parliamentarian Dr. Helen Popovich** (Florida)
Attendees were reminded that we are all members of the international DKG and we work together to meet our goals, the DKG Purposes, and the mission statement.

**Roll Call- Secretary Jessica Tufts** (Beta Upsilon Grand Coulee)
There are 32 voting members in attendance. A quorum has been met.

**Credentials Report- Registrar Patricia Russell** (Beta Sigma Seattle)

Total Registered: 103; 1 International representative, 8 state officers, 7 past state presidents, 11 state committee chairs, 15 state committee members, 9 area liaisons, 6 RRPSF members, 28 chapter presidents. 28 chapters represented, 101 WA members, 1 FL member, 1 NC member, 0 non-members

**Rules of Order- Parliamentarian Barbara Clausen** (Chi Cowlitz)

**Briefed Minutes (April 25, 2020, Zoom) Executive Board- Secretary Jessica Tufts** (Beta Upsilon Coulee Dam)

* Approved as corrected
* The revised minutes from the 2019 Convention have been posted on the WSO website which includes the full text of the governing document changes.
* Correspondence- a card was shared from member Joanne Scholen and her address shared for those wishing to contact her.

**Actions from Executive Committee**

**Immediate Past Pres. Sherri Wagemann** (Eta Spokane)

* The Executive Committee approved the start of the DKG Strategic Planning process for 2021-2026.

**MOTION 1: I move to affirm the WSO Executive Committee’s Decisions to begin the 2021-2026 Strategic Action planning process. Moved by Sherri Wagemann, Eta Spokane. Motion Carried**

**Officers’ Reports:**

**Treasurer’s Report- State Treasurer Patricia Russell** (Beta Sigma Seattle)

* Annual Report- The Available Fund reserve replaced the permanent fun. This account should have a year’s worth of expenses, or $65K for WSO. Some of the money complied is in a CD and the rest is deposited yearly. International allows us to put up to 20% of dues income as a deposit each year. This is roughly $4000-$5000 for WSO. The current balance is $40,301.18. Due to COVID causing the cancellation of events, we were able to make a larger deposit into this account. The balance currently is roughly $46K. Based on the patterns of the state, the goal of $65,000 will be met in 4-5 years.

**Executive Secretary’s Report- Executive Sec. Paula Nichols** (Alpha Psi Walla Walla)

* Those that worked to organize the Fall Board virtual event were acknowledged and thanked for their time and energy put into planning the event.
* Contract with Hotel Red Lion Olympia for State Convention, April 30-May 2, 2021
* Contract with Red Lion Yakima for Fall Board, October 2-3, 2021 (Sat.-Sun.)
* International Convention is scheduled for July 7-10, 2021 in Portland Oregon
* Contract with Hotel Red Lion Olympia for State Convention, May 13-15, 2022
* Dumas Bay Arts Retreat June 29-July 1, 2021
* Rainbow Lodge Leadership Retreat June 21-23, 2022

**MOTION 2**

**I move to approve the 2022 Washington State Organization Rainbow Lodge to be on June 21-June 23, 2022. Moved by Ruth Wolberg, Alpha Psi Pasco. Seconded by Nancy Sauer, Psi. Motion Carried**

* Laurie Fisher and her committee will continue to plan the 2022 Rainbow Lodge event since the 2020 was cancelled.
* It was reminded that chapter presidents need to have an Office Depot card. Ask the outgoing president for one first. If they don’t have it, please contact Paula for a new one
* Chapter Year Books need to be sent to Susan, Pat BF, Monique, Sherri, and Paula
* Directory 2020-2021: Thank you to Susan Fritts and Teri King in their help for putting this together. It will be sent out soon.

**President’s Report- President Susan Fritts** (Alpha Sigma Kitsap)

* Thank you to Dr. Popovich for speaking on behalf of International.
* The importance of connection and communication are evident during the COVID pandemic Please extend invitations to chapter meetings to Susan.
* Please get your dates of events to Susan. If you are not able to meet in person, using Zoom is encouraged to still allow members to meet, even if not in person. Susan explained that there are ways to get around the inability to meet in person by hosting events outside where social distancing is possible for members.
* Thank you for the session feedback gathered via polls in the Zoom sessions. The Executive Committee uses this information to better plan upcoming events, especially with the unknown of what the State Convention is spring will look like this coming year.
* Thank you to all that have contributed time to arranging and putting together the Fall Board virtual event. Many hands went into the organizing of this event and you are greatly appreciated.
* Executive Committee is researching a Zoom Account to support all WA chapters.

**Committee Reports, Society Business**

**By-Laws and Standing Rules- By-Laws & Standing Rules Chair Nancy Sauer** (Psi Kennewick)

* Amendments to Bylaws and Standing Rules can be submitted. Nancy will send out a reminder with the link to submit. It is also available online on the WSO website. Deadline for submissions is Dec. 1, 2020, but the sooner they can be submitted, the better.
* Nancy will be contacting chapters to verify their chapter rules and to see if she can support them in any way

**Communications & Publicity- *Alpha Sigma News* Editor Barbara McPherson** (Kappa King)

* Reminder that the schedule for submitting articles is on the WSO website. Oct. 15 is the next deadline to be published and sent to members on Nov 15.

**Expansion & Dissolution- Immediate Past President Sherri Wagemann** (Eta Spokane)

* Nu Chapter (Port Orchard Kitsap): Nu and Epsilon have submitted all requirements for dissolution.
* A letter from Nu chapter Bremerton-Port Orchard was read to request dissolution citing the aging of members and lack of members wanting to take on leadership roles.

**MOTION 3: I move to accept the request for dissolution of Nu Chapter Bremerton-Port Orchard with sadness and regret. Moved by Sherri Wagemann, Eta Spokane. Motion Carried**

* A letter from Epsilon-Puyallup was read requesting dissolution

**MOTION 4: I move to accept the request for dissolution of Epsilon Chapter-Puyallup with sadness and regret. Moved by Sherri Wagemann, Eta Spokane. Motion Carried.**

**Finance Committee’s Report- Finance Chair Nancy Guthrie** (Alpha Tacoma) Financial Review

* Thank you to all that turned in their action plans. 17 have been received so far.
* 2019-20 Financial Review was completed on Sept. 10, 2020. All financial accounts are in the name of the state organization. Bank statements were properly reconciled each month. The cash balance at the beginning of the year plus receipts during the year minus disbursements equaled the end of year balance. Vouchers and cancelled checks were accurate. All expenditures were approved by the president and supported with documentation. Available checking was found to be in good order. Records concerning the CD were accurate.

**MOTION 5: I move that the Financial Review for 2019-2020 for the Washington State Organization (WSO) of DKG be approved. Moved by Nancy Guthrie, Alpha Tacoma. Motion Carried**

**Grant-in-Aid (Scholarships)- Grants-in-Aid Chair Myrna Muto** (Beta Seattle)

* Thank you to the committee members. One application for a stipend was received from Nancy Sheng to attend the National Seminar event. Due to COVID, the seminar was cancelled and the convention was as well. Applications are due February 1 and are available online. This will be published in the Fall ASN.

**Leadership Development- Leadership Chair Janet LeBeau** (Theta Yakima)

* Thank you to all chapter presidents for completing the survey sent out. Data was used to tailor the workshops to meet your needs.

**Membership- Second Vice President Monique Harrison** (Beta Sigma Seattle)

* Thank you to the committee for the assistance in creating the Celebration of Life and Fall Board event. To aide in the creation of the Celebration of Life, presidents as asked to please help in the future by making sure the Form 6 is submitted to the membership chair and Pat Russell upon the passing of a chapter member.
* If your chapter needs help with recruiting or retention, please reach out. There are resources and supports available for you. Mary Lou will be adding ideas to the website for recruitment and retention of members.

**Nominations Committee- Nominations Chair Jane Carden** (Alpha Tau, Tacoma Puyallup)

* The committee is currently using electronic communication to solicit candidates for open positions for the upcoming biennium of 2021-23. Treasurer and parliamentarian are appointed by the president elect. Please encourage your members to serve at the state level. Nominees must be recommended by other DKG member(s). The nomination form is due Dec. 15 with a picture of the candidate and will then be publicized in the ASN. If you need a paper form, please contact Jane Carden. Please speak to the candidate before nominating. The committee can also support members in this. Position descriptions are available online. Please help the committee with finding quality nominations.

**Parliamentary Report- Parliamentarian Barbara Clausen** (Chi Cowlitz)

* The updated and revised Robert’s Rules of the 12th Edition were released Sept, 1, 2020. If you are interested in becoming a parliamentarian, please contact Barb Clausen and she will answer any of your questions. Please consider pursuing this as it is a great service to WSO and the chapter. A list of the major changes to the orders have been posted online on the WSO website.

**Rachel Royston Report- Rachel Royston Chair Lisa Vaughan** (Beta Upsilon Grand Coulee)

* The scholarship is available on the Rachel Royston website and Washboard. It is currently open for application now until Dec. 1. Past candidates will be featured in the state newsletter. The interest earned is what is used for funding the scholarships awarded. Please continue to support them through donations. Donations are accepted any time. Contact Carol Linscott if you wish to donate. It is a 501c3 trust making it tax deductible.
* The committee met via zoom on August 13, 2020.

**State Achievement Award- Past President Sherri Wagemann** (Eta Spokane) Deadline: February 1, 2021

* Guidelines for selection are posted to the WSO website. Chapters wishing to submit or resubmit a nominee should have forms sent to Sherri Wagemann, post marked no later than Feb 1. Due to the cancellation of the 2020 State Convention, both the 2020 and 2021 honorees will be acknowledged at the 2021 State Convention.

**WSO Strategic Action Plan- Co-Chairs Janet LeBeau** (Theta Yakima) & **Barb Clausen** (Chi Cowlitz)

* A PowerPoint was presented explaining the process and a summary of the data used to guide the process. The SAP is hoping to be presented for approval at the 2021 State Convention
* Thank you to all the members on the committee and to those that completed surveys they received to help guide the SAP process. The data found can be viewed on the WSO website.
* A membership survey will be sent to all. Presidents, please tabulate the responses and return by Oct 31 or designation a member to do this. A summary of what is gleaned will be shared with chapters to be used. Chapter presidents will also receive paper copies to use to contact the members that are not connected digitally including reserve and active members.

**Society Mission and Purposes Committees**

**Arts and Humanities- EEC Committee Joanne Vining** (Alpha Lambda Lower Yakima Valley)

* Due to the cancellation of 2020 State Convention, the gallery room did not take place. Please hold onto your artwork for the next in-person convention where there will be a display room. Chapter state literacy projects can also be displayed at that time.
* The goal of getting a book into every child’s hand was a goal for all chapters. Each chapter was challenged to work toward this goal. Written reports have been received from 1/3 of the chapters. Photos have been sent in and are part of a PowerPoint that was shared at the social hour. The reports have been submitted to the ASN for members to read. Chapters that haven’t completed their projects, please do so and send to Joanne Vining to be referred to in the ASN.

**Dumas Bay 2021- Dumas Bay Retreat Chair Candice Rutherford** (Kappa Kent)

* “Regroup, Relax, and Renew” at the Dumas Bay Arts Retreat. This will be held on June 29-July 1, 2021. Registration will be sent out in the next ASN issue.

**Educational Excellence- First Vice President/EEC Chair Pat Bennett-Forman** (Alpha Sigma Kitsap)

* The committee had 3 tasks this year: study the early career education services by chapter and compare to what early career educators needed. This was covered in the workshop earlier today. There was also an article in the ASN.
* Advocacy and liaison work with legislature and League of Women Voters. A training was presented today with more coming to support members in advocacy speaking with legislators and other representatives. This will be an online workshop in February.
* There is a US Forum webinar on Sept 29, 2020 on advocacy that is still available to register for. Members are encouraged to look into this.
* Literacy program PowerPoint to be shown at social hour.
* The following year will continue to focus on 3 tasks listed above. Thank you to the committee for their time and energy.

**Educational Foundation- Past President Terri Diehm** (Beta Delta Auburn)

* The name has changed to “DKG International Education Foundation”. The name comes from the combining of many different committees and putting them under one umbrella with a board of directors to oversee. Information can be found on the International Website under IET tab. Donations can be made directly on the DKG Website. Amazon Smile can also be used to donate to the DKGIEF.
* Funds include World Fellowship, Golden Gift and Holden Fund.
* The state/area/region can apply to sponsor a seminar. Deadline is Nov 1, 2020 and May 1, 2021.

**Una Temple Holden Fund- Janice Moen**

* For the first time, the committee is international. The three members are from USA, Canada, and Mexico. The goals are focused on mentoring leadership skills. Events, workshops, and take-aways are planned for international events.

**Introduction of Area Liaisons- First Vice President Pat Bennett-Forman** (Alpha Sigma Kitsap)

**Area I Isabel Castro** (Alpha Lambda Grandview)

* April 17, 2021 in Grandview. No topic has been decided yet.

**Area II Inga Boyles** (Eta Spokane)

* Meetings will be help via Zoom. There will be technical buddies and rose buddies to support members. Possible topic is on Childhood Trauma and learning. Alpha Tau increased membership from 2 members to 8 members.

**Area III Cathey Erickson** (Alpha Psi Pasco)

* Area III workshop, Oct 3 9:30-11am via Zoom on the Benton Franklin County Health Alliance. Register by emailing Nancy Sauer nsauer@charter.net.

**Area IV Linda Elliott** (Beta Delta Auburn)

* There are 5 chapters. They are meeting virtually and finding creative ways of keeping in touch. The Area IV workshop is tentatively planned for early February, 2021. They will be hosting State Convention in Olympia this spring.

**Area V Barbara Clausen** (Chi Cowlitz)

* Area V Workshop is March 6, 2021 entitled “Taking Care of Yourself” as a champagne brunch.

**Area VI Nancy Sheng** (Lambda Bellingham)

* Two chapters make Area VI. Lambda will be hosting the workshop on March 20, 2021 at Spark Museum in Bellingham.

**Area VII Garrel Lindberg** (Alpha Nu Seattle)

* There are 6 chapters in King county. Workshop King County Breakfast at Seattle Tennis club March 13, 2021 at 9-11 am. In person amount charged is $25 for the meal provided. The topic is an environmental program entitled “Building Climate Change Connection in the Classroom and Beyond”. Contact Garrel Lindberg via email glindberg45@gmail.com if you wish to register. Chapters range from 11-50 members, and are active.

**Area VIII Rosa Eilert** (Zeta Wenatchee)

* Sherri Wagemann reporting: Visited Beta Upsilon before Covid. Zeta is planning outdoor meetings and Zoom meetings. Beta Upsilon is looking into how to go forward in the pandemic.

**Area IX Jan Morgan** (Phi Aberdeen)

* Area workshop has been postponed until November, 2021.

**Area X Jackie Finckler** (Alpha Sigma Kitsap)

* COVID has caused problems with communication and engagement of members and community service. Area X workshop April 17, 2021 but the agenda is not yet decided. It is dependent on the progress of the COVID pandemic. Area X was to host state convention last year, but will instead support Area IV with hosting the 2021 convention.

**Unfinished Business**

**President Susan Fritts** (Alpha Sigma Kitsap)

* 17 Newsletters to chapter presidents, chairs and area liaisons are available online.
* Spend time on our state and international websites.
* Connect with members!
* The literacy project is being extended another year. Please continue to work on this and find ways that you can support literacy in your communities. There are a lot of creative ways to get books and other forms of literature into hands without breaking social distancing restrictions.

**New Business- President Susan Fritts** (Alpha Sigma Kitsap)

**Introduction of WSO Serving @ the International Level**

* Barbara Clausen-NW Regional Director
* Sherri Wagemann-International Membership Committee
* Janice Moen-International Chair of the Holden Fund, a 6-year term
* Terri Diehm-Market Place Chair for the 2021 International Conference in Portland

**Invitations:**

* 2021, July 7-10th International Conference in Portland, OR

 NW Regional Director Barbara Clausen (Chi Cowlitz): “DKG: A World of Opportunities, Contributions, Impact” for the International Conference on July 7-9, 2021.

* 2021 State Convention in Olympia Area IV Liaison Linda Elliott (Beta Delta)

**Announcements**

* A HUGE THANK YOU to all chapters who have continued to be flexible and to communicate with members.
* Take advantage of offerings (workshops) that are available online from other organizations as well as our state and international- April 30 -May 2
* Be the Change Agent!
* Words of Encouragement: If you are a retired educator, reach out to those teaching to see how you can help!
* Be sure to fill out the Fall Board assessment

**Adjournment of Executive Board at 4:33pm**