



California Alpha Delta Kappa
 31st California State Convention
 Post-Convention Executive Board Meeting
 Sunday, May 1, 2016

Wyndham Visalia
 9000 W. Airport Dr., Visalia, CA

- 1.0 Call to Order:** President Mary Ann Englehart called the meeting to order at 10:30 A.M.
- 2.0 Roll Call/Sign In and Introductions:** Lynne Keating asked board members and guests to sign the silent roll call form.

Members Present:

Mary Ann Englehart	President
Mollie Acosta	Immediate Past President
Diana Galvan	President-Elect
Becky Sikes	Vice President, Membership
Karen Kirby	Treasurer
Lynne Keating	Recording Secretary
Kathleen O'Malley	Corresponding Secretary
Sara Cooper	Historian/Sergeant-at-Arms
Joanne Grimm	Chaplain

Guests:

Ann Marie Brown	International Vice President
Mari Page, Gamma Mu	Altruistic Reports Chairman, Marina and Southern
Grete Lima, Beta Iota	World Understanding Chairman 2016-2018
Mary Krause	State Historian/Sergeant-at-Arms 2016-2018
Marlene Cordova	State Treasurer 2016-2018
Barbara Stein, Xi	Past State President and Convention Treasurer
Linda Barker, Gamma	California State Altruistic Project Chairman and Convention Registration Chairman

- 3.0 Opening Thought:** Chaplain Joanne Grimm asked board members to remember their first meeting together in a sunny living room in Oakhurst, and the beginnings of their time together. Next she spoke of endings, and the fact that every story has an ending, but after that last line where the story stops, the next one begins. Joanne bid us goodbye, ending with the most famous goodbye, "That's All, Folks!"

4.0 Review of Agenda: Item 5.0, “Review of bills with receipts” was inserted. “Convention Reports” was moved to item 6.0. The agenda was approved as revised.

5.0 Review of bills with receipts: Reimbursement requests were passed around. The motion to pay was delayed while board members reviewed the requests.

6.0 Convention Reports

6.1 Convention Registrar, Linda Barker: Mary Ann thanked Linda Barker for a magnificent job. Linda reported that she did not receive a binder for her job, but would update information if she receives one. She reported that there was some confusion using PayPal. She stated that she does not feel refunds should be given to those who did not cancel until two days prior to convention. There was discussion about procedures for refunds, and whether notice of procedures is included with registration. The number of no-shows was eight.

6.2 Convention Treasurer, Barbara Stein: Barbara reported that she collected scholarship donations for tissue box sales in the amount of \$56.00, which she will give to the state treasurer. She also reported that she paid reimbursements for decorations, and paid the bills for Friday night dinners, which the attendees are paying back. She will obtain a cashier’s check to pay the bill to the hotel. Mollie Acosta reported that \$12,180 was deposited by Barbara, plus approximately \$1100.00 more will come in from PayPal. The hotel bill is under \$9,000.00, decorations were approximately \$360.00, and registrations costs were approximately \$300.00, so the costs may be less than receipts. If there is a surplus, the convention committee makes a recommendation to allocate the money to scholarship or to altruistic, and the executive board makes a final decision. Those who need reimbursement should turn in receipts as soon as possible to Barbara.

6.3 Convention Chairman, Mollie Acosta: Mary Ann thanked Mollie for an incredible and awesome job as convention chairman, and asked her to thank Ted Miller, also, for his help. Joanne Grimm thanked board members for their participation in the Omerga service.

RECESS FOR TRANSITION OF OFFICERS: The recess for transition was announced at 11:05 A.M.



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- 1.0 Call to Order:** State President Diana Galvan called the meeting to order at 11:10 A.M. She welcomed everyone, and spoke of the exciting and wonderful weekend that had just taken place, and said she is looking forward to learning a lot and working with the group.
- 2.0 Silent Roll Call:** Lynne Keating asked those present to sign in.

Members Present:

Diana Galvan	President
Mary Ann Englehart	Immediate Past President
Karen Kirby	President-Elect
Sara Cooper	Vice President, Membership
Marlene Cordova	Treasurer
Lynne Keating	Recording Secretary
Joanne Grimm	Corresponding Secretary
Mary Krause	Historian/Sergeant-at-Arms
Kathleen O'Malley	Chaplain

Guests:

Ann Marie Brown	International Vice President
Mari Page, Gamma Mu	
Grete Lima, Beta Iota	World Understanding Chairman

- 3.0 Introductions:** Marlene Cordova, Phi, Treasurer; Mary Krause, Beta Tau, Historian/Sergeant-at-Arms; Mari Page, Gamma Mu; Grete Lima, Beta Iota, World Understanding Chairman; and Ann Marie Brown, International Vice President were introduced by Diana. Other board members introduced themselves.
- 4.0 Approval of Agenda:** With no changes or additions, the agenda was approved as submitted. Mary Ann suggested that the agenda in the future include the name of the member who will present a topic.

5.0 Opening Thought: Kathleen O'Malley shared the thought, "Challenges are what makes life interesting, and overcoming them is what makes life meaningful."

6.0 Correspondence: Joanne Grimm will send a note to Barbara Stein to thank her for the stitched tissue box holders she gave to board members.

7.0 Treasurer's Report

7.1 Expense Reimbursement Forms/Procedures: Marlene reviewed procedures and guidelines for board members for reimbursement, using information from a handout, "Information from the CA State Treasurer."

At this point in the meeting a recess was declared to allow the 2014-2016 board members to vote on approval of bills, item 5.0 on the previous agenda.

MOTION: Sara Cooper moved to pay bills as submitted. Kathleen O'Malley seconded the motion. The motion passed.

The meeting resumed at 11:25 A.M.

8.0 New Business

8.1 Approval of Candidate Qualification Committee Chairman

MOTION: Mary Ann Englehart moved approval of Mari Page as Candidate Qualification Committee Chairman. Karen Kirby seconded the motion. The motion passed.

8.2 Exchange of Flash Drives: Flash drives for World Understanding and Candidate Qualification were given to Grete Lima and Mari Page respectively. There was discussion about disposition of membership manuals, as Ann Marie Brown indicated new manuals will be published this summer. There was also discussion as to whether just the immediate past president, president, president-elect and vice president for membership may need the manuals. It was decided to keep the current manuals until the new ones are available.

8.3 Job Descriptions: There was discussion about the status of revision of job descriptions. Diana said that reviewing them the first year of the biennium in coordination with reviewing officer reports may be a plan.

8.4 2016-2018 Chairmen/Committees: Diana reported that there are two vacant chairmanships, and that she is waiting for confirmation from nominees for those positions. She will work with the chairmen to find committee members, and is hoping to find sisters who have not previously served.

2016-2018 State Standing Committee Chairmen:	
Scholarship Chairman	Anne Yeghoian, Beta
Upsilon	
Altruistic Reports Chairman, Northern and Valley Districts	
Altruistic Reports Chairman, Marina and Southern Districts	Hilary White, Gamma Tau
California Altruistic Project Chairman	Linda Warfield, Beta Eta
Candidate Qualification Chairman	Mari Page, Gamma Mu
Bylaws Chairman	Susan Raffo, Beta Rho
Excellence in Education Chairman	Andrea Street, Gamma Zeta
Technology Chairman and Webmaster	Janet Armstrong, Gamma Kappa
Resolutions Chairman	
World Understanding Chairman	Grete Lima, Beta Iota

8.5 Calendar Dates: Diana distributed a list of dates of district and regional conferences, and state and international conventions. She is hoping new board members will attend NW/SW Regional Conference. Karen recommended that they arrange their travel and lodging, which will be reimbursed.

August 1-3, 2016	NW/SW Joint Regional Conference, Hyatt Regency Tamaya Resort and Spa, Santa Ana Pueblo, New Mexico
August 26-28	2016-2018 CA Executive Board Retreat, Roseville, CA
October 7-9	Northern District Conference, Executive Board Meeting
November 4-6	Valley District Conference, Executive Board Meeting
January 20-22, 2017	Marina District Conference, Executive Board Meeting
March 10-12	Southern District Conference, Executive Board Meeting
July 12-15	International Convention, New Orleans, Louisiana
October 6-8	Northern District Conference, Executive Board Meeting
November 3-5	Valley District Conference, Executive Board Meeting
January 19-21, 2018	Marina District Conference, Executive Board Meeting
March 9-11	Southern District Conference, Executive Board Meeting
May 4-6	CA State Convention, location in Marina District TBA
Summer 2018	NW/SW Joint Regional Conference, Alaska

8.6 August Leadership Training: Diana is planning the training. It will be held in Roseville at Diana's home. Dress is casual, and work and recreation will be included. The dates are August 26 to 28.

8.7 NW/SW Regional Conference 2016 - Albuquerque, NM

8.7.1 Travel plans: It is important to make reservations immediately. Ann Marie stated that she has some registration forms. Email confirmations will be sent after registration. Board members were reminded to communicate with each other regarding travel and shuttle plans.

8.7.2 Reimbursement of travel expenses: Travel and lodging will be reimbursed up to the budgeted amount. Registration will not be reimbursed.

8.7.3 Shirt Sales: There was discussion about whether to sell California shirts. A table for sales costs \$10.00. Transportation of the shirts was discussed, and the possibility of boxing them up and flying them as a free bag on Southwest.

MOTION: Karen Kirby moved that we expend \$10.00 to reserve a table for the sale of shirts at the upcoming NW/SW Regional Conference. Sara Cooper seconded the motion. The motion passed.

8.7.4 NW/SW Altruistic Project - Albuquerque Public Schools Homeless Project: Each state will provide items with a total value between \$25.00 and \$50.00. Purchasing a gift card from courtesy funds was discussed

MOTION: Kathleen O'Malley moved to allocate \$50.00 for the purchase of a \$50.00 gift card for NW/SW Conference to support the altruistic project. Mary Ann Englehart seconded the motion. The motion passed.

Sara will purchase a gift card and will be reimbursed.

A letter will be sent to all chapters from Diana notifying them that only the state will be selling items.

9.0 NW/SW Regional Conference 2018 - Alaska: The conference for 2018 will be held in Alaska, possibly in Fairbanks or Anchorage. California has been invited to co-host by Barbara Stanfield. This would involve having a co-chairperson from California who would travel to Alaska once or twice, with some travel expenses paid by the conference budget. The lead conference chairman will be from Alaska.

MOTION: Mary Ann Englehart moved that we accept the invitation to co-host the NW/SW Regional Conference in Alaska. Sara Cooper seconded the motion. The motion passed.

10.0 “The Longest Day” Alzheimer’s Activity: There was discussion on how to register groups for “The Longest Day” activity. Mary Ann will follow up to see if there is a way to have set-up on the website under the umbrella of California Alpha Delta Kappa.

11.0 Other

Kathleen asked whether newsletters would be mailed to fourteen sustaining members, as

it is costly. Diana tabled this item.

Lynne requested a chapter officer installation ceremony with Diana's theme. Diana will send it out.

Items sent via email blast to chapters will come from adkcapresident.

12.0 Closing Thought: Kathleen shared thoughts on life, choices, chances, and opportunities from "Anything Is Possible," by Deanna Beisser. "For those who are willing to believe in their dreams and in themselves, life is a precious gift in which anything is possible."

13.0 Adjournment: The meeting was adjourned at 12:17 P.M.