



California Alpha Delta Kappa
"Ride the Wave of Inspiration"

Executive Board Liaison Report
September, 2018

1. Chapter Officers Packets were NOT mailed this year. Each chapter president should have received, in August, the packet via email from International Headquarters. The email contains links to access the forms and information needed this year. Each chapter president should print out the information. Some documents go to the **Chapter Membership Chairman**. If a president did not receive the emailed packet, International does not know she is the chapter president. Form H-107 should be completed immediately. Presidents can contact International to have the information emailed or they can find the chapter presidents packet on the International website.. Here is what was included:

- a. **CHAPTER PRESIDENT:** [Officer Calendar](#); [Pearls of Achievement Program, Scholarships and Grant](#); [Update Your Chapter Roster Online](#)
- b. **CHAPTER MEMBERSHIP CHAIRMAN:** [Chapter Needs Assessment](#); [2019 Membership Campaign](#)
- c. **CHAPTER TREASURER:** Treasurer's packets were individually emailed to each chapter treasurer between August 28 - 30.
- d. **CHAPTER RESOURCES:** Links to many chapter resources you will need

2. Officer training will be done differently this biennium. The state officers of the CA Executive Board will be contacting all of their chapter officers. Training materials and job descriptions will be sent from each state officer. Encourage chapter officers to READ what is sent to them, even if they have done the job before. Some things may have been improved. One of President Karen Kirby's goals is that all chapter officers are trained at the beginning of the biennium. Send any changes in chapter officers to Karen.

3. Chapter presidents, treasurers, and membership chairmen now have access to their chapter's roster in **Directory** on the International website. The H-119 form, Report of Member Changes, will only be used for chapter transfers. All other member changes will be done in Directory. Every member can go in and edit their own information. Chapter Rosters may be printed from the Directory. **All council and chapter presidents have a handout explaining how to access the Directory and what the username and password is.** Print out a roster for you first meeting to see if changes need to be made.

4. Visit our state website at adkcalif.org for great information. Remember **kore123** is both the username and password. Some of the items found on the website are:
a. **Pearl Vision** is on the Home page. Chapter presidents should appoint a Pearls Monitor to keep track of document due dates and pearl totals. California had **18 7-Pearl and 14 6-Pearl chapters** last year! Let's do even better this year!

b. Need to find a state board member or state committee chair? Use the directories on the website.

c. **Educators Helping Educators application for funds:** If you know of someone who has suffered loss during any disaster, including the recent wildfires, you may apply for funds to assist them.

6. New State Altruistic Project: New Day for Children was chosen by voting delegates at the state convention in May. New Day for Children provides American girls rescued from sex trafficking hope for a new life. Go to newdayforchildren.com for more information. Checks may be sent to State Treasurer Marlene Cordova made out to California Alpha Delta Kappa. Put State Altruistic Project in the memo line.

7. October is Founders' Month. Ideas for celebrations and ceremonies are on the International website. Send pictures of chapter activities to President Karen Kirby via email adk.karen.kirby@gmail.com.

8. If a chapter or council will be holding a raffle any time this biennium, a form must be filled out and sent to the California Secretary of State 60 days prior to the raffle. If multiple raffles will be held, they all must be listed on the form. Easy-to-follow instructions and forms are on the state website under Treasurer's Corner.

9. PHOTOS! PHOTOS! PHOTOS! Karen would like to feature every chapter in the newsletters. Send photos with a caption to the email address in #6.

10. Scholarship Opportunities:

a. Due Oct 15: Regional Mini-Scholarships are for current members, whether actively engaged in teaching or not, who apply to attend non AΔK-sponsored conferences, conventions, seminars, workshops and non-credit classes. Applications are on the International website. Type Regional Mini Scholarships in the search bar to access more information.

b. Due Oct. 30: CA District Mini Scholarships: Each district within California will be allowed a total of \$500 in mini-scholarships annually. The purpose of the mini-scholarship is to promote continuing professional and/or personal development of California sisters while benefiting other members and/or community-at-large. The application and information is on the CA website under [Awards/Grants/Scholarships](#)

