



California Alpha Delta Kappa

Executive Board Meetings

The Bay Club and Marina Hotel

March 10-12, 2023, San Diego, CA

1.0 Call to order

The Executive Board Meeting at the Bay Club and Marina Hotel was called to order at 2:12 p.m. on Friday, March 10, 2023 by State President Rosena Kruley. Rosena thanked everyone for their attendance.

2.0 Silent Roll Call

President	Rosena Kruley, <i>Beta Alpha</i>
President-elect	Virginia Riding, <i>Gamma</i>
Immediate Past President	Sara Cooper, <i>Beta Iota</i>
VP Membership	Donna McCartney, <i>Gamma Nu</i>
Secretary	Marilynn Bracelin, <i>Alpha Phi</i>
Historian/Sgt.-at-Arms	Debbie Waltzer, <i>Iota</i>
Chaplain	Mari Page, <i>Gamma Mu</i>
Treasurer	Laurie Goodman, <i>Xi</i> — on Zoom

3.0 Approval of Agenda

Due to the fact that Historian/Sgt.-at-Arms Debbie Waltzer has an important commitment on Saturday, March 11 and will be temporarily unavailable, Immediate Past President Sara Cooper will chair the Membership Input Program including the reading of Rosena's Norms, Chaplain Mari Page will set up Rosena's banner at the Southern District Conference and conduct the Pledge of Allegiance, and President-elect Virginia Riding will handle the slide show.

MOTION:

Debbie Waltzer moved to approve Rosena's agenda as amended. The motion was seconded by Donna McCartney and approved.

4.0 Opening Thoughts

Mari reminded members that Laughter is the Best Medicine and referred to quotes from the Readers' Digest and Proverbs. Mari said if we don't have humor we lose our sense of joy and laughter as we age. It helps overcome difficulties. Don't take yourself too seriously, share funny stories, and Live, Laugh, Love.

5.0 Review of Norms

Debbie reviewed Rosena's Norms.

- R Responsibility for what you say and feel without blaming others
- E Empathetic listening
- S Sensitivity to differences in communication styles
- P Ponder what you hear and feel before speaking
- E Examine your own assumptions and perceptions
- C Confidentiality—board discussions stay on board
- T Trust ambiguity—no debate of who is right or wrong

6.0 Correspondence

Rosena reminded board members to be sure to log any AΔK Correspondence sent into the Communication Log.

6.1 Correspondence Form

Rosena made sure that all members were aware of and had access to the Communication Log.

7.0 Approval of Executive Board Minutes 1/20-1/22, 2023

Secretary Marilyn Bracelin reported that Membership VP Donna McCartney had informed her that 15.6 the Chapter Officers Training Update needed to be corrected to read “she has trained all of the Membership Chairs who attended one of her three Zoom training sessions in September 2022” instead of Chaplains.

The minutes of the Executive Board 11/4-11/6, 2022 were accepted as corrected.

8.0 Southern District Conference Plans

The program for the Southern District Conference program, sent by Cindy Acerno, was discussed in detail.

8.1 Review of Program

Debbie reported that Barbara Campbell and Diane Keyes of Eta Chapter, as well as representatives from all three Chapters in the San Diego Council, have requested to speak at the Membership Input Program following tomorrow's Conference.

Sara reported that the San Diego Council is concerned about having to host the Southern District Conference every year and would prefer to do it once a biennium. Rosena will address the situation at the Membership Input Program after the Conference tomorrow.

8.2 Review Kahoot Game

No discussion.

9.0 Membership Input Program

See 8.1. Review of Program.

9.1 Review Norms

See 5.0 Review of Norms.

9.2 Update and Review Procedures

San Diego Council President Cindy Acerno explained the procedures for the Conference.

9.3 List of members/topics to review

Refer to 8.0.

10.0 Treasurer's Report

Laurie was unavailable on Zoom or by phone, so Virginia will make the report.

10.1 Current Budget Status Report

Virginia explained the budget status. She feels the amounts will even out by the end of the biennium and recommends lowering the income amount by October when the new budget is made.

10.2 Sales at Southern District Conference

Virginia shared the newly created AΔK stickers with board members. After discussion it was decided to sell them at the Southern District Conference for \$1 each.

10.3 Bank Account Updates

Virginia reported that California has 42 Chapters with Alpha Psi becoming a Sustaining Chapter. Virginia gave the Treasurer's Report:

Checking account	\$33,906.20
Scholarship account	\$9,782.70
Reserve account	<u>\$46,020.59</u>
Total	<u>\$89,709.49</u>
Noel Leonard Investment account	\$68,092.58 (11/30/22)
Total in all accounts	\$157,802.07

10.4 Educators Helping Educators Fund

No report.

11.0 Membership Report

Membership VP Donna has been in contact with Chapters that are struggling to continue.

11.1 Membership Status

Donna reported that as of March 11, 2023, the total California membership is 1031 with 868 active members in 42 Chapters. There are 2 inactive, 3 reinstated, 14 transferred, 98 resignations, and one Chapter has disbanded. Donna reported that Alpha Psi has submitted their paperwork to become Sustaining and are waiting approval. Donna has no new information concerning Tau. Debbie reported that Iota has received the Treasurer's information and is looking for a Communications officer.

Donna announced that she is involved with the Southwest Region Membership Celebration on March 25.

11.2 Chapter Updates

Secretary Marilynn Bracelin of Alpha Phi reported on what her Chapter is doing—lunch or brunch get-togethers once a month until May when a decision will be made on future plans to continue or disband or become sustaining. Most members of her Chapter are sharing duties and they all enjoy being together.

12.0 Sgt.-at-Arms/Historian Report

No report.

12.1 Update of Scrapbook

Debbie reported that she has a lot of pictures and wants to schedule a Saturday training for the Chapter Sgts.-at-Arms/Historians. She plans to send the pictures she has to Snapchat to be made into a book for the President. Rosena recommended labeling folders with Chapters, Councils, and years for the pictures.

**RECESS until Saturday at 2:30 p.m. for Membership Input Program.
Reconvene at 2:35 p.m.**

13.0 Membership Input Program

Executive Board members were introduced and Southern District members Barbara Campbell and Diana Keyes of Eta Chapter introduced themselves. They are representing all three Chapters of San Diego Council. They presented board members with two handouts to help explain their request.

Council President Cindy Acerno also participated.

The speakers felt that the job of hosting a Conference should be more equitable, especially when the Councils doing the hosting are of different sizes. Cindy presented the proposed rotation schedule: San Diego, Inland Cities, Inland Cities, San Diego, Inland Cities, Inland Cities, San Diego, etc. This year, she explained, San Diego conferred with Inland Cities to decide who would host the Southern District Conference. San Diego was able to get a better deal so they are the hosts this year.

Rosena clarified that Inland Cities Council was completely prepared to host the Conference in 2020, but the week before the Conference, it was canceled, not skipped.

Barbara and Diane also proposed that a Conference be held in March of odd-numbered years following the June installation of newly elected biennium officers with no Conference in March of even-numbered years since the major reason for a Conference is to meet the new State Executive Board members. They also wondered if there could be more electronic communication instead of in-person meetings. It would be helpful financially for both the State and District Councils.

14.0 Reconvening Thought

Mari reviewed LIVE every moment, LAUGH every day, LOVE beyond words.

15.0 Unfinished Business

15.1 Changes to Policies and Procedures

Sara distributed the handouts with the changes to Policies and Procedures to board members.

15.1.1 Section C: Finance/Expense; Executive Board Meetings Reimbursements

p. 56 — 1. b. Personal vehicle, mileage at \$0-60 per mile

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022, Executive Board motion

4. b. Per diem of \$35.00 per night

15.1.2 Section C: Finance/Expense; Per Diem

p. 57 — History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

MOTION:

Mari Page moved to accept the revision of the Policies and Procedures as amended for p. 56 and p. 57, Section C: Finance/Expense: Executive Board

Meeting Reimbursements and Section C: Finance/Expense, Per Diem. The motion was seconded by Donna McCartney and was passed.

15.1.3 Section C: Finance/Expense; Review of Noel Leonard Leadership Account Status

p. 69 Noel Leonard Leadership account — delete explanation of account as it is already in Policies and Procedures.

#4 — insert and its between Program and account and add Money may be transferred to the appropriate line item to subsidize any other/additional leadership plans.

#6. add This amount may be allocated based on funds available for additional leadership opportunities for officers as the Executive Board feels appropriate.

MOTION:

Debbie Waltzer moved that the Review of the Noel Leonard Leadership Account be approved with the amendment. The motion was seconded by Sara Cooper and was passed.

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

p. 75 change Scholarship to Grant throughout

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

p. 79 change title and throughout from District Mini-Scholarships to District Mini-Grants under Policy: insert Northern, Southern, Valley after Marina

#6, delete

#7, Renumber to #6 and insert The amount awarded will match the applicant's stated request.

#8, renumber to #7

#9, renumber to #8, add If fewer than four (4) applications are submitted, the remaining money will be returned to the State budget.

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

Section D: Scholarships, Grants, and Awards

p. 91 under Procedure #1, add Sec. C between See and Finance/Expense and add Eleanor Bendell State Scholarship

#3, add (See Section C Finance/Expense)

#4, delete, as it is redundant

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

p. 94 Policy: insert Marina, Northern, Southern, Valley after California districts

Procedure: delete #6

change #8 to #7, after Mini-Scholarships, change will be to may be

change #9 to #8, add If fewer than four (4) applications are submitted, the remaining money will be returned to the State budget.

History/Authorization — delete Mar. 11, 2022, add Aug. 11-13, 2022

15.1.4 Section B: Executive Board; Review of Recommendations Following State Convention

MOTION:

Mari Page moved that the Executive Board has reviewed all the recommendations of officers and committee chairs and has voted to accept, reject, or take them under consideration.

The motion was seconded by Sara Cooper and passed.

15.1.5 Section C: Finance/Expense; Eleanor Bendell State Scholarship Account Status (p.75)

There was discussion that Scholarship be changed to Grant.

15.1.6 Section D: Scholarships, Grants, and Awards; Eleanor Bendell State Scholarship (p.91)

MOTION:

Sara Cooper moved to offer up to \$1500. for the Eleanor Bendell State Grant to be awarded at the State Convention in April of 2024 and each biennium thereafter.

The motion was seconded by Donna McCartney and the motion passed.

15.1.7 Section C: Finance/Expense;; District Mini Scholarships (p. 79)

The consensus is to change Scholarship to Grant.

15.1.8 Section D: Scholarships, Grants, and Awards; District Mini Scholarships #1

p. (94)

There was no motion to change Scholarship to Grant.

15.2 Recommendation for changing the language on the CA Website from the Scholarship Committee

MOTION:

Sara Cooper moved that the language used in the Policies and Procedures align with the wording on the website as presented by the Scholarship Committee.

The motion was seconded by Donna McCartney and the motion passed.

16.0 New Business

16.1 Section C: Finance/Expense; District Mini Grants; #2

MOTION:

Virginia Riding moved that we allocate up to \$500 per District for the 2023-2024 District Mini Grants.

The motion was seconded by Sara Cooper and the motion passed.

16.2 Section D: Scholarships, Grants, and Awards, Chapter Perpetual Membership

Plaque: #2 and #7 (p.97)

It was suggested that the name be changed to Chapter Perpetual Recognition Achievement.

There was discussion about presenting it at State Conventions or District Conferences. Mari feels we need ideas to encourage Chapters to increase their membership, to think about changing the criteria, and to remove the need to balance the membership between active and retired. It was decided to revisit this topic in October.

16.3 President's Report H-142

Rosena shared and explained the Form H-142 report.

16.4 International Convention Plans

Rosena announced that there will be no table decorations as there will be a slide show.

16.4.1 Reception for International President-elect

Rosena reported that there will be a luncheon for MaryAnn Englehart on July 15. Mari Page and Susan Raffo are collecting historical pictures of California Alpha Delta Kappa for the Power Point presentation at the Southwest Regional luncheon. The Past International President will present a slide show review and would appreciate any recommendations. Susan Raffo has requested pictures of the State Executive Board members.

16.4.2 Sales at the International Convention

Virginia reported that all 100 of the AΔK logo stickers were sold at the Conference. She will ask the maker of the stickers to make up to 500 more for the International Convention. The maker will not charge for the stickers and prefers to make it an altruistic donation.

Following discussion, it was decided that Virginia will order 1000 AΔK stickers to sell at the International Convention.

There was discussion about the magnets Sara wanted to order for the badges.

MOTION:

Donna McCartney moved to order 300 patches and magnets and enough glue to assemble the patches into badges.

The motion was seconded by Mari Page and the motion passed.

Sara will order 300 patches and magnets plus the glue needed and will assemble the badges.

16.4.3 State Officer Reimbursement

Virginia reported that according to the Policies and Procedures, \$7500 will be allocated to pay expenses for the five Executive Board members listed as well as \$500 for the remaining three members to attend the International Convention. Virginia proposed that \$1500 be transferred to the budget so that all members attending the Convention are reimbursed.

Rosena remarked that the board needs to follow the Policies and Procedures (p.80 and 82) and work with the budget to reimburse as many attendees as possible.

Virginia said \$750 per attendee is listed in the budget. She will get the totals on reimbursement vouchers to be able to decide the amount of the reimbursements.

Mari asked if the attendees could have a pre-Convention board meeting.

Sara feels that the five attendees listed should be reimbursed first and then the others.

16.4.4 CA State Gathering

Sara explained that the gathering will honor International President Molly Acosta in a suite at the hotel with California participants in attendance. There was discussion concerning having a box lunch or buffet between meetings. After discussion, it was decided to have the gathering at the Rock Hill Event Space. On Wednesday, July 12, there will be a California meet and greet box lunch and on Thursday, July 13, a formal dinner for Molly with California Convention participants.

16.5 Innovation Grant Recipients

Rosena reported that California educator Kimberly Evans-Holmes, CA Beta Iota, recommended Lisa Joaquin and Terri Joliffe of Virginia recommended Melissa Souders and both have received their Innovation Grants.

16.6 Liaison Report Feedback

Rosena requested that Liaison Reports be turned in as soon as possible.

16.7 President's Liaison Report

No report given.

16.8 February/March Newsletter

Rosena announced that the newsletter will be sent out soon.

16.9 Longest Day

Rosena reported that Karen Kirby, the CA Cares Team Captain, encourages enthusiasm by Chapters for donating to CA Cares.

16.10 Bylaws

Rosena announced that she wants to acknowledge her appreciation to Bylaws Chair Colleen Golden for taking the job and making the job of President much easier. She asked Marilynn to send Colleen a thank you note from the Executive Board.

16.11 Membership Service Award

Rosena recommended the award for Susan Raffo for making members comfortable. She feels Susan is an amazing Alpha Delta Kappa member and appreciates her service.

16.12 Evaluation of Southern District Conference

Virginia reported on and discussed the Evaluation Forms from the Conference.

16.12.1 Feedback on Membership Input Program

Rosena will send the results of the feedback to Eta on the potential ideas presented by Barbara and Diana from the Southern District Council at the Membership Input Program as soon as possible.

Virginia agreed that members should meet the Executive Board at the Conferences only in the first year of the biennium.

Donna felt that the second year would just be for socializing with District sisters.

Mari thought it would be good for Council liaisons to be in attendance for support.

Sara asked if a survey could be sent on-line or have a Zoom meeting to find out if Chapters want to meet only once a year.

Donna feels the Membership Input Program is a good idea because it is designed to meet the needs of the Chapters.

Rosena will leave space in a survey for comments from Chapters.

Rosena hopes to have a Zoom meeting for the Executive Board on June 20 at 10 a.m. that will include International Convention plans.

16.13 Northern District Conference October 2023

Rosena announced that the Northern District Conference will be held at the Basque Cultural Center in South San Francisco and board members will be staying at the Bay Landing Hotel in Burlingame. The board will need a meeting room either at the hotel or the Cultural Center.

Mari feels the Fraternity Education at the Conference should be something fun and quick, possibly Bingo.

Virginia will check the California Alpha Delta Kappa website for activity ideas.

Sara will retype the Policies and Procedures and present them at the Northern District Conference in October.

16.14 Greek Squad

There was discussion of the purpose of the Greek Squad. They will disseminate information and assist Chapters in ways to make contact and view and fill out forms.

Rosena reported that the Greek Squad is planning a slide show for the California website so members can contact the committee with technical issues and to get technical help.

16.15 Educators Helping Educators

Rosena reported that Bonnie Farris, Beta Iota, has requested \$300 to help with flooding issues in her home.

MOTION:

Mari Page moved that we accept the application from Bonnie Farris for \$300 from the Educators Helping Educators Fund.

The motion was seconded by Donna McCartney and passed.

16.16 Review and Payment of Bills

MOTION:

Donna McCartney moved that we pay the Executive Board's expenses for the Southern District Conference.

The motion was seconded by Debbie Waltzer and passed.

17.0 Announcements

There was further discussion about plans for the International Convention.

Debbie, Rosena, Donna, Virginia, Sara, and Mari will be coordinating the presentation to International President Molly Acosta to thank her for her many years of service to Alpha Delta Kappa.

Possible ideas for Molly's dinner:
tour of a winery in Napa or San Luis Obispo
tickets to the "Pageant of the Masters" show
Josh Groban concert tickets
VISA gift card

Debbie will pursue information and Sara will check on dates available for the Pageant and Josh Groban concerts .

Sara requests that board members each donate \$50 for Molly's gift card.

Debbie reminded board members to send a "head shot" to Susan Raffo for the International Convention.

Virginia announced that the 2023-2024 Marina Conference will be at the Seal Beach Conference Center and Hotel in Cypress, and the Southern Conference will be at the Shadow Hills Golf Course and Conference Center in San Bernardino.

March 1, 2023: AΔK Future Educator Scholarship application due

March 1, 2023: Maxine B. Pettibone Scholarship application due

July 12-16: International Convention, Downtown Marriott, Kansas City, MO

Oct. 7: Northern District Conference, Basque Cultural Center, South San Francisco, CA

April 26-28, 2024: California State Convention, Doubletree, San Jose

June 28- July 1, 2024: NW/SW Regional Conference, Seattle, WA

18.0 Closing Thought

Mari told members to think of a positive adjective to describe themselves and connect it with humor.

Mari	a rescuer
Donna	optimistic
Rosena	positive
Sara	shy(?), outgoing to bring happiness
Virginia	conciliatory, can work and get along with anybody
Debbie	helpful, too helpful sometimes, cares too much, nice
Marilynn	dependable

Debbie presented a lovely yellow rose to Rosena to thank her and to celebrate courage and wonderful women and honor International Women's Month and as a symbol of friendship.

19.0 Adjournment

Rosena thanked the board members with appreciation.

The meeting was adjourned at 7:53 p.m.

Submitted by Marilyn Bracelin, CA State Secretary