



## California Alpha Delta Kappa

Executive Board Meeting

November 3-5, 2023

Hampton Inn, Fresno, CA 92720

### 1.0 Call to order

The meeting was called to order by State President Rosena Kruley on Friday, November 3 at 3:03 p.m.

### 2.0 Silent Ross Call

President	Rosena Kruley, <i>Beta Alpha</i>
President-elect	Virginia Riding, <i>Gamma</i>
Immediate Past President	Sara Cooper, <i>Beta Iota</i>
Secretary	Marilynn Bracelin, <i>Alpha Phi</i>
Treasurer	Diana Galvan, <i>Beta Eta</i>
Historian-Sgt.-at-Arms	Debbie Waltzer, <i>Iota</i>
Chaplain	Mari Page, <i>Gamma Mu</i>
Membership VP (virtual)	Donna McCartney, <i>Gamma Nu</i>

### 3.0 Approval of Agenda

Diana requested the addition of 10.3 to the agenda in order to discuss the Proposed Budget for 2024-2026.

The agenda was approved with the addition of 10.3.

### 4.0 Opening Thoughts

Mari presented her thoughts with a quote—“Be Kind, Be Thoughtful, Be Genuine, but most of all Be Thankful”, in preparation for the upcoming Thanksgiving holiday. She felt that the Golden Rule should still apply with thankfulness and hopes for the future. She added that a positive attitude improves the quality of our lives.

## **5.0 Review of 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 our 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**

- Sara and Virginia discussed the status of making reservations for the Southern District Conference.
- Rosena reported that the dinner tonight would be with Molly Acosta, Immediate Past International President, and Mary Ann Englehart, SW Regional President.

### **6.1 Correspondence Form**

## **7.0 Approval of Executive Board Minutes October 6-8, 2023**

The minutes were approved with the following corrections:

1. Under 8.0 Northern District Conference Plans, Donna added “about new Chapter Needs Assessment guiding procedures” to her report.
2. Under 8.1 Review of Program, Rosena requested replacing “Diana and Donna” with “Susan Raffo” in her report and changing “featured scenes from” to “the history of” in her report.
3. Debbie asked to add “California” to “on using the website”.
4. Under 11.0 Membership Report, in Rosena’s report, delete “felt” and replace it with “was concerned”.
5. Under 15,1.4, Section D: Scholarships, Grants, and Awards, Chapter Perpetual Membership Plaque: #2 and #7d, p.97, replace “Mari” with “Rosena”.
6. Under 16.1.1 Review Policies and Procedures—Executive Board, insert “California” before website at the end of the first sentence.
7. Under 16.1.2 Feasibility Study Committee, replace “Debbie” in the last sentence with “Karen Kirby”.
8. Under 16.2.1 Liaison Report Feedback, Rosena asked to change “gossip” to “feedback” in the first sentence.

## **8.0 Valley District Conference Plans**

Rosena announced that the Valley District Conference agenda is basically the same as the Northern District Conference agenda. They hope to have all the business finished before lunch. There will be a Continental Breakfast and a Panera box lunch. The flag will be displayed on Power Point.

### **8.1 Review of Program**

Virginia announced that there will be a presentation by speakers on the Sweet Potato Project in West Fresno.

### **8.2 Fraternity Education**

No report.

### **9.0 Membership Input Program (enhanced open board meeting)**

- Virginia reported that no requests were received from Chapters to make a presentation to the board following the Valley Conference.
- Rosena announced that there would be a Meet and Greet outside following the Conference. She wondered if the Membership Input Program should be continued.
- Diana felt that there should be an open invitation at Conferences and members should be encouraged to meet the State Executive Board members.
- Donna wondered if there should only be one Conference per District each year and if Zoom meetings could be done as often as possible.

#### **9.1 Review Norms**

No report.

#### **9.2 Review Procedures**

No report.

#### **9.3 List of members/topics to review**

No report.

### **10.0 Treasurer's Report**

Balances as of October 4, 2023

#### Bank Accounts

Wells Fargo Bank	Checking	\$19,481.96
	Scholarship	\$10,060.19
	Reserve	<u>\$46,055.40</u>
Total Bank Accounts		\$75,597.55

#### Investment Account

#### Noel Leonard AΔK Foundation

Total Investment Account	\$72,490.60
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<u>Overall Total</u>	\$148,088.95
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#### Other Important Information as of 10/4/2023

	<u>Balances</u>	<u>Given</u>
CA Crisis Fund	\$8,700.00	\$7,149.25 (over the years)
AΔK Foundation	\$2,796.21	

#### **George Mark House—State Altruistic Project**

Already donated	\$1,200.00
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To be donated at State Convention 2024 \$1,464,00

To be Awarded in 2023-2024:

**District Mini-Scholarships 4 @ \$500** \$2,000.00

**Eleanor Bendell State Scholarship** TBD

**Noel Leonard Grants** TBD

Diana asked board members to encourage attendance at the State Convention in San Jose in April.

### 10.1 Current Budget Status Report

- Diana reviewed the status of the revised budget for 2023-2024. She expressed concern for possibly needing to increase dues unless membership increases sufficiently. The biggest expenses for the State Executive Board are travel and hotel costs. She reported that fixed operational expenses **cannot** be reduced and may increase along with inflation. Also, liaison visits, leadership development, and membership development **will not be covered**.
- Mari wondered if eliminating the board members' per diem would be sufficient.
- Virginia suggested having four Conferences per biennium , two in-person and two virtual. Members felt that would be the most viable solution. It was also suggested that Council meetings be virtual.
- Diana announced that the Proposed Budget needs to be presented in the Convention packet by January 2024.
- Rosena reported that she needs to get Chapter feedback from the Feasibility Study by the end of November in order to make decisions on the budget.

### 10.2 Bank Account updates

Rosena tabled this topic until 15.2, the Feasibility Study.

## 11.0 Membership Report

### 11.1 Membership Status

Donna made the following report as of October 7, 2023:

Total California Membership	897
Active	868
Limited	36
Life/Life Tenure	10
Sustaining	36
Honorary	5
New Members	23
Reinstated	6
Transferred	14
Disbanded Chapters	1
Number of Chapters	42

### 11.2 Chapter Updates

- Donna has contacted all of the Chapters and will contact them all again to see how they are progressing. She will share the good feedback she receives. Some Chapters are struggling. Alpha Rho is planning to disband. Eight members have paid their dues through 2024. They plan to finish the scholarship they gave and will then disband.
- Some Chapters have already organized for the next biennium.
- Rosena wondered if disbanded Chapters could be reinstated. Diana felt it might be possible. Sara recommended contacting International for answers and directions to understanding the consequences of disbanding.
- Donna will check to find out answers and recommendations.

## **12.0 Sgt.-at-Arms/Historian Report**

No report.

### **12.1 Update on Scrapbook**

Debbie will update the information for the Historians' training for the scrapbooks and put the outline on the California website. She has set up an account of Shutterfly and will send out the information in the next month or so.

## **13.0 Membership Input Program**

See 9.0.

## **Short break and reconvene at Hampton Inn.**

## **14.0 Reconvening Thought**

Mari announced that it was a wonderful morning with the Valley District sisters. She reiterated her thought "Be Kind, Be Thoughtful, Be Genuine, but most of all Be Thankful".

## **15.0 Unfinished Business**

### **15.1 Changes to Policies and Procedures Sections**

#### **15.1.1 Section D: Scholarships, Grants, and Awards, Chapter Perpetual Membership Plaque: #2 and #7d (p.97 in Policies and Procedures)**

- Rosena announced that the May 31 date is incorrect, it is not a good date. There should be no date listed.
- Sara reported that the Membership Plaque is not working as it was intended due to the way it is set up.
- Diana agreed that the Plaque is not fulfilling its purpose. She felt that it should be an award certificate and recommended changing the requirement of five new members to two new members or a percentage.
- Donna agreed that retiring the plaque would be a good idea as it is no longer effective in increasing membership.

#### **15.1.2 Membership Achievement Certificate**

**MOTION:**

**Donna moved to change Procedure #3 in Section D from five new or reinstated members to two in order to award positive growth in the Chapters.**

**The motion was seconded by Sara and passed.**

**MOTION:**

**Mari moved that the Chapter Perpetual Membership Plaque be retired as it is no longer effective in increasing membership.**

**The motion was seconded by Diana and following discussion, it passed.**

- Diana recommended putting the changes to the Perpetual Membership Plaque in an appendix titled Retired Policies and Procedures.
- Virginia said there should be a better way to honor Chapters that increase membership.

**15.2 Feasibility Study Committee**

Molly and Mary Ann were concerned about the Feasibility Study. They wondered if having liaisons attend Conferences in off years would be better. Also, having Conferences every other year would be too much work. They said there are pluses and minuses to both suggestions. There was discussion about the evaluation responses. Members were reminded that discussions among Executive Board members are confidential.

Members felt that the Meet and Greet feature is very important.

**RECESS at 5:39 p.m.**

**RECONVENE at 2:30 p.m. on Saturday, November 4**

**Reconvening Thought**

Mari reminded members of her previous thoughts—“Be Kind, Be Thoughtful, Be Genuine, but most of all Be Thankful”.

**15.2.1 District Conference Survey**

Following Virginia’s report on the Conference evaluations, members felt that the Conference was very positive overall.

Diana reminded everyone that it is important to keep board discussions confidential.

**16.0 New Business**

**16.1 State Altruistic Project 2024-2026**

Susan Blough, chair of the State Altruistic Project 2024-2026, reported via Zoom that when she is done with the rubrics, she will send the information to Rosena to be put into the State Convention packet. The project will be announced at the State Convention in San Jose in April.

- Susan reported that she contacted the three Chapters that submitted applications last biennium. She and the four committee members read the synopses for the four nominated projects:

1. Breaking the Chains
2. Camp Kesem
3. Eat. Learn. Play.
4. The Wildlands Conservancy

Susan discussed the process for choosing a project according to the rubric. She reported on each project's qualifications for being nominated.

### **16.1.1 Voting for Project**

Discussions were held on in-person vs virtual voting. There were pros and cons for both choices. Diana discussed the choice of a delegate vote on all those attending in-person or offering the ability for every member to vote. Depending on the choice, it would probably be necessary to change the Policies and Procedures (see Sec. G, p.121). Rosena asked board members to research voting procedures and Convention responsibilities in the Policies and Procedures prior to the virtual meeting on November 17.

Rosena will meet with the State Convention Committee next week to make decisions on delegates and voting. She will notify the Executive Board of the decisions made at the virtual board meeting on November 17.

### **16.2 NW/SW Regional Conference Update**

Rosena reported that Mary Ann is planning a Silent Auction fund-raiser for the State Altruistic Project at the Northwest/Southwest Regional Conference. A quilt made with pieces donated by each state will be auctioned off. The donation of the piece from each state is optional. It could be another donated item if the quilt piece is not an option for that state.

### **16.3 Evaluation of Valley District Conference**

(see 15.2.1)

#### **16.3.1. Feedback Membership Input Program**

(see 13.0)

### **16.4 Marina District Conference January 19-21, 2024**

Virginia announced that the Marina District Conference will be held at the Hampton Inn in Cypress, CA. A Conference room has been reserved for Saturday, January 20 from 2 p.m. until 8 p.m. The board may be able

to use the Conference room for a short time on Friday, January 19. Board members should plan to meet at 2 p.m. on Friday. The Marina District Conference will be at the Old Ranch Country Club in Seal Beach. Mari will be cooking for the Executive Board on Saturday following the Conference.

### **16.5 Review and Payment of Bills**

#### **MOTION:**

**Debbie moved that we pay the bills for the Valley District Conference, November 3-5, 2023.**

**The motion was seconded by Mari and passed.**

### **16.6 Southern District Conference**

- Rosena and Virginia plan to meet with Rosemary Heenan to check on the availability of Zooming as well as the availability of a big screen. Due to financial restraints and lodging accommodation difficulties, Rosena proposed that Debbie and Sara attend the Conference as liaisons and the rest of the board attend virtually.
- Virginia suggested changing the dates for the Southern District Conference to prevent the above-mentioned difficulties.

### **17.0 Announcements**

- January 20, 2024: Marina District Conference, Old Ranch Country Club, Seal Beach—Orange Coast Council, host
- March 9, 2024: Southern District Conference, Desert Willow Golf Resort, Palm Desert—Inland Cities Council, host
- April 26-28, 2024: California State Convention, Doubletree, San Jose, CA
- June 29-July 1, 2024: NW/SW Regional Conference, Bellevue, WA
- July 10-13, 2025: International Convention, Austin, TX

### **18.0 Other**

- Debbie announced that the Greek Squad will be doing webinars on January 10 and 13 on using the California AΔK website.
- Rosena requested thoughts on the Valley District Conference from board members. (see 15.2.1)
- Donna requested that when having a virtual meeting, all board members should be visible on the screen, especially the person who is speaking.

### **19.0 Closing Thoughts**

Mari passed around cards with a variety of different questions for each Executive Board member to answer, which was quite interesting.



**20.0 Adjournment**

The meeting was adjourned by President Rosena at 6:37 p.m.

Submitted by Marilyn Bracelin, CA State Secretary