



## California Alpha Delta Kappa

### Executive Board Meeting Minutes Zoom October 7 and 8, 2025

#### 1.0 Call to Order

**Virginia Riding, State President**

Meeting called to order at 1:05 p.m. by President Riding.

#### 2.0 Silent Roll Call

**Ann McCarty, State Secretary**

##### Members present

President	Virginia Riding	<i>Gamma</i>
President Elect	Donna McCartney	<i>Gamma Nu</i>
Immediate Past President	Rosena Kruley	<i>Beta Alpha</i>
VP Membership	Teresa Heitmiller Olea	<i>Beta Eta</i>
Treasurer	Ginny Williamson	<i>Beta Kappa</i>
Secretary	Ann McCarty	<i>Alpha Lambda</i>
Historian/Sgt-at-Arms	Linda Barker	<i>Gamma</i>
Chaplain	Debbie Waltzer	<i>Iota</i>
Executive Advisor to the Board	Susan Raffo	<i>Beta Rho</i>

##### Member Absent on October 7 only

Immediate Past President	Rosena Kruley	<i>Beta Alpha</i>
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#### 3.0 Land Acknowledgement

**Rosena Kruley, SW Regional ABC Chair**

Due to Rosena's absence, we referred to the land acknowledgment that Rosena shared at the recent Northern District conference.

#### 4.0 Review of Norms

**Linda Barker, State Hist./Sgt-at-Arms**

- R** Responsibility for what you say and feel without blaming others
- E** Empathetic listening -feel what the other person is saying
- 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 the board
- T** Trust ambiguity - don't debate who is right or wrong

**5.0 Approval of Agenda**

**All**

Approved as presented.

**6.0 Opening Thought**

**Debbie Waltzer, State Chaplain**

Debbie shared a thought from Susan Polis Schutz about Positivity, attached at the bottom of the minutes.

**7.0 Approval of Sept. 4-7, 2025 Minutes**

**Ann McCarty, State Secretary**

Minutes approved as corrected.

**8.0 Treasurer’s Report**

**Ginny Williamson, State Treasurer**

**8.1 Chapter e-Postcards and Financial Report Status**

All but 5 chapters have submitted their e-postcards (990N for IRS and 199N for State Franchise Tax Board). Chapter treasurers are expected to send Ginny a copy of the confirmation that the postcards have been filed. Ginny and others on the Board are working with those chapters to help them get filed and verified.

All but one chapter have submitted their Financial Reports to International Headquarters.

**8.2 Bank Account Updates - As of Oct. 4, 2025:**

**Bank Accounts:**

Wells Fargo Bank	
WF Checking	\$ 13,593.78
WF Scholarship	\$ 9,506.92
WF Reserve	<u>\$ 31,084.70</u>
<b>TOTAL Bank Accounts</b>	<b>\$ 54,185.44</b>

**Investment Account:**

Noel Leonard AΔK Foundation*	\$ 70,990.60
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\*Only the interest may be used and only for grants, scholarships, and Council leadership at Regional Conferences.

<b>TOTAL Investment Account</b>	<b>\$ 70,990.60</b>
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<b><u>OVERALL TOTAL:</u></b>	<b>\$125,176.04</b>
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### 8.3 Dues Information

State dues are starting to come in. Once all the dues are submitted, Ginny will repay the Reserve account the \$15,000 that was moved into the Operating Account in September, 2025.

### 8.4 Budget for Next Biennium

Ginny has begun working with Past State Treasurer Diana Galvan and is actively recruiting members for the State Budget Committee. Her goal is to have a committee of 6, with representatives from each District. The proposed budget will be shared with the Board, before including it in the State Conference packet in January 2026.

**DONNA MOVED THAT THE BOARD REQUEST THE IMMEDIATE PAST PRESIDENT TO REVIEW THE POLICIES AND PROCEDURES WITH THE GOAL TO MAKE SURE THERE IS AT LEAST ONE REPRESENTATIVE FROM EACH DISTRICT ON THE STATE BUDGET COMMITTEE. ANN SECONDED. MOTION CARRIED.**

### 8.5 Other

No other treasurer business was presented.

## 9.0 Membership Report

**Teresa Heitmiller Olea, VP for Membership**

### 9.1 CNA Reflections

Teresa is in the process of calling every president across the state to discuss their updated CNA's.

### 9.2 Chapter/Membership Statistics

Current Active members: 782 (including 24 sustaining)

Members under contract: 74 (an increase of 10 from 2024)

Omega Chapter in 2025: 11 sisters

Beta chapter is in the process of disbanding. Alpha Phi and Alpha Rho have recently disbanded.

## 10.0 Unfinished Business

10.1 State Convention Virginia

10.1.1 Officer Duties All  
Virginia proposed meeting with each officer individually to review and clarify their duties related to the upcoming State Convention.

10.1.1.1 Review Responsibilities  
Virginia proposed meeting with each officer individually to review and clarify their responsibilities related to the upcoming State Convention.  
Look in the officers manual for a list of responsibility CA website - Exec Board - officer's manual - state convention responsibilities.

10.1.2 First-Timer Grants Virginia  
Refer to agenda item 10.3 below for the outcome of this discussion.

10.4 Badge Backer Update Linda  
Linda will be assembling 300 magnet backed badge backers for sale at the State Convention.

10.5 Scholarship Update Susan Raffo, State Scholarship Chair  
The Scholarship committee is continuing to receive applications for the State District Mini Grants, which are due November 15.

10.6 Other Unfinished Business  
No unfinished business was presented

## **11.0 New Business**

11.1 Virtual Northern District Conference Evaluation All  
Overall, the responses to the conference were very positive and sisters were full of appreciation of the effort involved in putting it together. In addition to the feedback with suggestions for improvement, the Board also shared ideas for ways to improve for the upcoming Valley District Conference.

After discussion, we agreed to send out the Slido responses from the Oct. 4 Northern District Conference to each chapter president in the Northern District, with a request that they share it with those in their chapter who attended the

conference. We agreed not to send out the Zoom link at this time as other Districts have not yet had the chance to attend a conference.

**Meeting recessed on Oct. 7 at 3:45 p.m.**

**Meeting reconvened Oct. 8 at 1:35 p.m.**

**All Board members were in attendance as on the previous day (October 7), with the addition of Rosena Kruley, Immediate Past President.**

11.2 Virtual Valley District Conference Planning All

11.2.1 Set Date for Dress Rehearsal  
Monday, Oct. 27 - 9:00 - 11:00 a.m. online

11.2.2 Send Invitation  
Teresa will be sending out the invitation for the Valley District Conference, to be held on November 2.

11.2.3 Badge Skit Virginia  
It was agreed not to do this at the upcoming conference.

11.3 Ruth Quezada's Suggestion About Council Reorganization Rosena  
Ruth suggested that there be 5 chapters in every council, which is not the current setup. Virginia will communicate to Ruth that councils are free to reorganize on their own and inform the Executive Board of the outcome.

11.4 Review and Revise Presidents' Council Handbook Directions for All

District Conferences-Set Meeting Dates  
A small group of the Board will be meeting to revise the section in the President's Council Handbook related to District Conferences. We hope to accomplish this soon.

11.5 Other New Business  
No new business was presented.

**12.0 Pay Bills** **Ginny**  
No bills were presented for payment.

**13.0 Closing Thought** **Debbie**

Debbie shared a thought about Looking on the Bright Side by Maria Mullins, attached at the bottom of this agenda.

#### **14.0 Adjournment**

Meeting was adjourned at 3:28 p.m. by Virginia.

#### **Calendar**

October 15	Fall Regional Mini-Scholarship application deadline
October 15	CNA Reflections with State VP for Membership
November 1	Regional Officer application deadline
November 1	Excellence in Education Award Nominations due
November 1	Virtual Valley District Conference
November 1	State Altruistic Project nominations due
November 15	Innovation Grant deadline
<b>December 5</b>	<b>State Officer applications due</b>
December 5	State Resolution submissions due
December 15	State Excellence in Education application packet deadline
January 24	Virtual Marina District Conference
March 14	Virtual Southern District Conference
May 1-3	State Convention in Old Town Clovis

Attachments:

[Opening Thought for the Day](#)

[Closing Thought for the Day](#)