

MISSOURI ALPHA DELTA KAPPA

"Sisterhood Through Fraternity and Friendship"

Executive Board Meeting

September 24, 2022 Hi-V Conference room, Jefferson City, Missouri

Missouri Alpha Delta Kappa President Dee Elder welcomed board members and committee chairman at 9:30 A. M. Present were:

Dee Elder	Missouri Alpha Delta Kappa President
Carrie Mettendorf	President-Elect
Neoma Farrar	Excellence in Education
Deb Title	Technology Chairman
Sandra Gerber	Sustaining Chairman
Pat Hetherington	Scholarship Co-Chairman
Susan Richmond	Courtesy Co-Chairman
Rosemary Comisky	Courtesy Co-Chairman
Jeanne McDonald	World Understanding
Cindy Nevins	President of Council of Chapter Presidents
Jo Ann Reagan	Alpha Delta Kappa Month
Mary Beatty	Treasurer, substitute Recording Secretary
Janie Gray	Corresponding Secretary
Susan Nichols	Immediate Past President
Rhonda Miller	Candidate Qualifications
Lynn Bosser	historian
Eileen Westveer	auditing
Carrie Mittendorf	President elect
Amy Holliday	By-laws
Nancy Ottinger	visitor

- President Dee Elder called the meeting to order at 9:30am and began with a thought of the day from Dawn Kahler called "Purpose in Planning."
- Roll was called by answering the question "What is your favorite month and why?" Those present in person are noted above. In addition, we had several members present through Google Meet:

Dawn Kahler
Marilyn Skipper

Chaplain
Budget

- The minutes of the April 23 meeting were distributed and read to the group. Three corrections were made; an added period was eliminated, Carrie is the President-elect and the January 24 date in 2024 is the 27th, which is a Saturday. Deb moved to accept the minutes as read with the noted corrections. Janie seconded the motion, which passed unanimously.
- Mary Beatty presented the treasurer's report, which included an explanation of recent changes to how the dues are being paid. Members may pay their international \$40 dues through the website using Venmo, PayPal, or credit card. Mary pointed out that this makes it easier for members to pay dues, but that these additional options do not have to change what chapters have traditionally done. Checks or cash may still be accepted at meetings. State dues are \$40 and the state dues are \$15. New chapter treasurers should also write a separate check for ITE for \$20 per chapter. The headquarters has updated the website to show which members have paid online, so treasurers or officers may see those updates. Each chapter should keep a paper copy of those who have paid and those who have not. As the transition is made with national headquarters it can get confusing. Mary Beatty and Cindy Nevins can be of help. Mary also explained to the board about the courtesy fund and the mileage slips that were distributed. New board members are asked for \$20 (checks to MO ADK) to add to the courtesy fund.
- Chapters also need to communicate their 990-E status to Mary Beatty. There was a technical issue with the treasurer report, the updated report will be emailed out to the board members.
- The money in the CD accounts (one for a general fund and another for scholarships) were not earning interest last year, but with change in the market we could reinvest CDs with a better interest rate for our current CD, one in the range of \$5000 and the other in the amount of \$6000. Some information from Edward Jones was presented as an option for reinvestment. The question was raised about the scholarship funds, and the money awarded each year is already in the general treasurer account. This amount is excess. The international convention this year will be in Missouri, so we hope to have many in attendance. It was suggested that the CD for the general fund be invested in a short term CD so that the money will be easily available if needed for convention expenses that exceed our budget. The scholarships are not funded every year, but the money

is already in the treasury to fund them all each year. Last year the board suggested to look when the interest rates improved to look at reinvesting the CD funds, and that time is now. With that, JoAnn Reagan moved that the treasurer be authorized with the advice and consent and advice of Marilyn, Eileen, and Nancy, be authorized to invest the available funds in an interest bearing short-term account or accounts. The motion was seconded by Andrea Eppenauer. The motion passed.

- Janie Gray mentioned that the Kaleidoscope system to enter scholarship applications had an issue with a recent application, so do not wait until the deadline to apply in case there are technical issues. The Wichita sales team did well. A question was asked about t-shirts for sale. Marina Scheiner sent out an email about shirts available and how to order them. Marina will ship them to you.
- Sustaining members are important to our chapters and organization. Mary Beatty helps to maintain the dues from Missouri members. Mary Beatty will be contacting sustaining members about taking care of dues.
- Correspondence- Corresponding Secretary Janie Gray read a thank you note from Great Circle in thanks for a donation and another from Devin Fields thanking ADK for a \$500 scholarship.
- Dee Elder reported on chapter visits to the Carthage regional meeting, which supports the newborns in the Joplin and Springfield area with new books. She also attended the Sedalia Beta Alpha chapter summer outing and will be attending via Zoom their meeting on Monday. Chapters should inform her of meetings and she will try to make as many as possible.
- Convention location status is still under construction. More details will be coming soon.
- Carrie Mettendorf commented on the amazing community that our executive board has. Her goal between now and taking over as president is to keep us comfortable where we are and to fill any vacancies with new roles and new members. Mention it if you are interested in “retiring” from a role in the 2024 time frame. Mary Beatty, Susan Richmond, Deb Title, and Amy Holliday will not be continuing in their current roles as treasurer, bylaws, courtesy, and technology leaders. Joann Reagan will move around. Treasurer and Secretary may only serve 2 terms. It was suggested that we hold a Zoom informational meeting to allow members around the state and talk about the role of the state executive board. All in attendance were in agreement. Dee suggested early January for the date.
- Evelyn Boyle sent her report on CNA (Chapter Needs Assessments), Missouri has 4 reports (as of Thursday) from Beta Lambda, Beta Sigma, Alpha Iota, and

Beta Nu. There are 19 chapters total in MO. October 15 is the deadline. The question was raised about the SMART goals that are included in the reports. The goals should be specific and workable for your chapter. Susan Nichols offered to email her copy of the CNA for inspiration. There are also examples on the website.

- If the chapter members have not yet visited the ADK chapter website to check information for errors, please have them do so. The updated information for chapter officers, etc. is important so that communications get to the right person. A question about co-presidents was raised. The international system does not currently have a process in place to designate two names as co-president. Dee Elder will raise the question with headquarters. Chapter president packets are emailed to presidents, not mailed in paper forms. It is called the "Chapter Officer Quick Resource Guide." Officers may print out forms as needed.
- Susan Nichols reminded us to keep in touch with people around the state from different chapters, and it is through those contacts that we keep new board members coming in.

COMMITTEE REPORTS

- JoAnn Reagan reported on ADK month. A teacher from 1947 shared that with the war ending, she was not allowed to become an administrator. The founders of ADK felt a place where women could have a voice was needed. 75 years later, we get to celebrate that. She sent out a packet to each chapter asking that we remember to celebrate ADK month, wear our pins to every professional pin that we attend, and to celebrate the altruistic and educational activities of our chapters. Please send a report back to JoAnn with a description and photos of our ADK month celebration. She prefers mail. One of the state goal is to include a program about returning to Education. There is a Zoom meeting skit on YouTube and the ADK website under Member Resources that she asked us to look at. Betty Jo Evers wrote two books on Fraternity education.
- Marina Scheiner is not in attendance this morning, but Dee Elder commended her on the display and \$934 in sales plus \$50 for sale of bags to be added today
- Auditing report- going well
- Budget- No report at this time
- By-laws- Amy reported that October 15 of even years the state SPN by-laws and statements are due. Amy will present the things that were updated at the state convention to the international headquarters. She has a copy of the bylaws of each chapter. If changes need to be made, she will contact the chapters individually to help with those changes. The deadline for those changes is March

15. For the next newsletter she will include a note for the presidents and by-laws people from each chapter so that they know to expect those notes. It was noted that every page should be dated and changes noted to help keep track of most recent copies. All by-laws for chapters are stored electronically. She will share those electronically and allow for comments from individual chapters. Versions need to be kept together and dates need to be kept consistently to avoid confusion.

- Courtesy- Susan provided the treats for today. Courtesy needs to be kept in the loop about concerns that require cards or other courtesy addresses. Dee will include a reminder in the next newsletter, and perhaps Cindy Nevins could put out a reminder on Facebook.
- Excellence in Education- no report
- Fraternity Education- altruism is an important part of our organization, and MO excels in this area. Last year we recorded over 20,000 volunteer hours, \$50,000 monetary donations, \$32,000 non-monetary donations, and scholarships in excess of \$11,000. When we talk with our chapters please remind members to record all donations on the altruistic reports. At conference Susan Nichols learned about ADK dollars from Betty Jo Evers. A is from Boston, D is from Cleveland, and K is from Dallas. A suggestion was to collect any dollars with A, D, or K on them. Add them to a board or collect them for scholarships, scholarships for members to attend the international conventions, etc.
- Resolutions: No report
- Scholarship- the deadlines for the scholarships are noted on the agenda. There are 4 scholarships from Missouri ADK available and described on the website. Or page 16 in the book.
 - April 15 for activities that take place between May 15 and November 15
 - October 15 for activities that take place between November 15 and May 15
- Sustaining Members- 20 members are on the list, but some of those are limited. The roster on the international website does not have 2 names from a chapter, Alpha Lambda, that are not on the international roster. Mary Beatty is following up with those two. Sandra Gerber moved and Pat Hetherington seconded that any reinstatement fee be covered by the general fund of our board for those 2 members. When ALpha Lambda disbanded there were 2 or three members that did not really want to disband, so several options were given to them. They still meet just for fun. They are on the roster for sustaining chapter members on the international website, but they are on a list that Mary Beatty has. It was asked if the manner of notification of overdue dues was sent via email or by mail. Most of

the sustaining members are older women who do not use technology. The funds (\$80) would come from the general fund. Research to headquarters will be done by Mary Beatty and the reinstatement fees paid if necessary.

One member who transferred in from Kansas had been added to our sustaining member roster. Her address needs to be updated in the website.

Dee was given some ADK pins from Marylynne Normile, which were donated following her death. The pins will be given to other members with donations sent to international headquarters.

- Technology- Facebook email address is missouriadk@gmail.com. The password is Agnesrobertson1 The Weebly account (for the website) is mcwilliamsd@carthagetigers.org and the password is askNeoma

Will the state executive board members please check through the state website to make sure that our information is correct? Also, the scholarship forms need to be updated. Three additional photos are needed.

- World Understanding- Photos and information for the new ITE students were distributed at the meeting. The first 3 are in their second term, and the bottom 4 on the page are new. Our World Understanding project is C.H.E.A.R. for the 2021-2023 biennium. We are committed to raise \$50,000 for this altruistic project, which supports children and youth in Babati, Tanzania. The C.H.E.A.R. program builds schools, offices, playground, gardens, and WORLD UNDERSTANDING link on their website had information additionally.
- Candidate Qualifications- no report
- Conventions: no report
- UNFINISHED BUSINESS- none
- NEW BUSINESS- none

January 28 is the next meeting, which will be held virtually. We will return to Hi-Vee in April.

The International convention will be held July 13-16 in Kansas City at the Marriott Downtown. Missouri chapters are asked to collect items, so check Dee's newsletter for ideas. Kathy Koellmeyer is coordinating the collection.

The Virtual Educational Symposium (July 6-7, 2023) is looking for presenters. Some

audience members will be in person and others will be virtual. Encourage your members to consider.

The meeting was adjourned at 12:59pm.

Respectfully submitted,

Andrea Eppenauer

Recording Secretary, MO ADK

Meeting dates for the biennium will be:

- September 24, 2022 @ Hy Vee in Jefferson City
- January 28, 2023-Virtual meeting Google Meet Link : meet.google.com/twk-vnxr-pwm
- April 29, 2023 @ HyVee in Jefferson City
- September 30, 2023 @ HyVee in Jefferson City
- January 24, 2024 - Virtual meeting Google Meet Link: meet.google.com/xwh-xxin-vxk.
- **Convention April 26-28, 2024**