

The Delta Kappa Gamma Society International
Alpha Alpha State Organization Administrative Committee Meeting
August 3, 2013 Minutes

I. Call to Order

1. Attendees: See sign in sheet attached.
2. President Kay Stuart called the meeting to order at 9:00am.

II. Reflection

1. Suzanne Long delivered an inspiring reflection.

III. Introductions

1. Members present introduced themselves including a passion other than family or job.

IV. Readers

1. Readers for today's minutes are Sue Stamm and Lois Brown.

V. Correspondence

1. A note from Linda O'Connor was shared.

VI. Treasurer's Report

1. Contact Wanda Keller if you need a copy of this year's budget. Also contact Wanda if you have any questions concerning the finance policy. Wanda explained that the yellow post cards used in the past to send to members who have not paid their dues is being discontinued. The new dues reminder notice is posted on the dkg.org website. Wanda gave a brief explanation of vouchers and the process of submitting vouchers to her.

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VII. Visionary Fund

1. Dr. Lyn Schmid discussed her thoughts of utilizing the Past State Presidents and the Visionary Fund to provide \$500 classroom grants for active teaching members. Suzanne Long suggested that an amendment proposal be written for the Visionary Fund. The language be drafted and proposed by October 15, 2013, be voted on at the Executive Board meeting at Convention 2014 with awards being implemented at convention in 2015. A suggestion was made for the Past State Presidents to sell T-shirts at convention to make money for the Visionary Fund. President Kay will give time at convention to the Past State Presidents to explain what the Visionary Fund is and the new focus of this arm of the fund with the membership.
2. President Kay also discussed her wish to use some of the Visionary Fund money to influence legislators in education issues. Louann Shrader suggested to use a grassroots attempt to contact local legislators. Dr. Lyn Schmid added to the discussion with the suggestion to develop "talking points" as provided by the membership and then distribute them to the chapters to contact their local legislators and personally talk to them using the talking points provided. President Kay noted that monies would be minimal to accomplish this purpose.
3. Dr. Lyn Schmid made a motion for the the Past State Presidents to rename the visionary fund to the Nancy B. Grove Visionary Fund and serve as advisors to consider applications for classroom projects and materials. The motion passed.

VIII. Memories of Maine were shared including the information from the various training workshops that members attended.

IX. State Convention report

1. Barb Tobias presented the convention finance report.
2. Dee Stegemen presented the convention evaluation report. 57 evaluations were turned in. Dee suggested that the importance of completing the evaluation form be stressed at the Friday evening session. She also discussed the importance of receiving the younger members and new members' comments. December 5 & 6, 2013 is scheduled for the convention committee meeting.

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X. Committee reports were presented:

1. Finance
2. Leadership Development - Professional Development & Leadership Conference will be held on Friday, February 28 for incoming presidents and Saturday, March 1 for all members; \$85.00/night at the Ramada Inn in State College
3. Membership - 20% loss of membership in the last 5 years
4. Nominations - Dr. Lyn Schmid's nomination for International President was discussed
5. Rules
6. Communication: Reminder that going green is a priority and for members to sign up to receive the newsletter electronically instead of paper; reminder that new members should not use school email; President Kay will move forward with the development of a website hold-harmless clause at the state level and inform the chapter presidents of its ramifications; Dr. Lyn volunteered to solicit her brother's expertise for help with the language needed to develop the clause
7. SAP-SAP will change to Comprehensive Plan in the future; discussed the need to change the SAP ad hoc committee to a regular committee at convention in 2014; the SAP document is published on the website as well as a guide for chapters to use to assist them in developing a strategic action plan
8. Projects – Committee working on the logistics of developing a project to assist Pennsylvania Head Start which has seen significant budget cuts for the 2013-2014 school year.
9. Education Excellence: Committee meeting October 25-26 at Comfort Inn in State College
10. Scholarship: applications on the website at alphaalphapa.com
11. World Fellowship-the plan is to improve member awareness
12. State Achievement-First year for Rosebud Recognition at the 2014 Convention
13. Historical Records-many good ideas to promote our history

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- XI. Louann Shrader provided an update on the status of Mu Chapter.
- XII. President Kay provided an update on the status of Alpha Chapter.
- XIII. President Kay shared her goals for the 2013-2015 Biennium:
1. Conduct the business of PA State Organization professionally and efficiently, and continue to provide quality programming that addresses the seven (7) purposes of the Society.
 2. Promote increased participation of each level of the Society through the use of social media, newsletters, chapter visitation and statewide events in an effort to strengthen connections from member to chapter and chapter to state.
 3. Provide quality leadership training for all members.
 4. Recognize at-risk chapter behavior and provide support from our leadership team.
 5. Engage a majority of the chapters in the state project.
 6. Equip members with the knowledge of the benefits of membership through chapter visitation, brochures, electronic communication, and the newsletter.
- XIV. President Kay discussed Convention 2014 and asked for speaker suggestions (International & Keynote) as well as suggestions for workshop topics and presenters.
- XV. President Kay reminded members of the following:
1. Consider Goto Meeting for committee meeting format.
 2. Proposed amendments to the Alpha Alpha By-Laws and Standing Rules are due by October 15, 2013.
 3. Dates to Remember:
 - 2014 State Convention Planning in State College on Dec. 5/6, 2013
 - CTAUN at UN Headquarters on Jan. 31, 2014
 - National Legislative Seminar at Arlington VA on March 16-19, 2014
 - Prof. Growth & Leadership Conf in State College on Feb. 28/March 1, 2014
 - Alpha Alpha State Convention in State College on June 13-15, 2014

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- International Convention in Indianapolis, IN on July 28-Aug 1, 2014
- 2015 NERC in Baltimore, MD on July 8-11, 2015

The meeting adjourned at 12:30pm.