

2020-2021

Washington State Organization  
Delta Kappa Gamma Society  
International

Annual Reports of  
Executive Committee  
Area Liaisons  
Committee Chairs

# Report of Officers

## President: Susan Fritts

I am honored and grateful to have been Washington State President for the past two years. The Literacy Project I began has been implemented in creative ways by chapters to encourage reading for children and adults. Even though we have had restrictions for in-person contact, Zoom meetings and distancing with masks have occurred enabling members to “see” each other and carry forth their goals. Fundraisers have been developed to increase budgets for scholarships offering several programs to other chapters and states who are interested. I am appreciative of the friendships developed with DKG members.

- Due to the COVID19 pandemic, workshops, meetings, conferences and conventions have either been cancelled or I have attended via Zoom i.e. Philadelphia Convention was cancelled
- Will attend the Portland Conference July 7-10, 2021 in OR
- Participated and led Executive Committee meetings electronically September 24, and November 2, 2020, January, February, March and April, May, 2021
- Began and led Area Liaison Meetings monthly beginning in December, 2020
- Set up guest speakers at Area Liaison Meeting (Exec. Sec., editor, 1<sup>st</sup> VP, Legislative contact)
- Communicated with state officers, area liaisons, state committee chairs and chapter presidents via newsletters (President’s Page) monthly sending out more than two dozen newsletters in two years
- Attended and participated in annual state budget and financial review committee, September 2020, January 2021 electronically
- Planned, participated, and led Executive Board Meetings September 2020, January and April 2021 electronically
- Wrote thank you cards to those chapters I had attended
- Communicated with webmaster Mary Lou Gregory regarding website entries
- Sent BLASTS to members via Mary Lou when needed i.e. cancellation and virtual preparations for Fall Board
- Planned and participated in Fall Board; first virtual statewide conference; September 24-27, 2020
- Planned and participated in virtual state convention program April 25-May 2, 2021
- Will help prepare and lead the Transition Meeting with newly installed President
- Communicated with Executive Secretary and Olympia Red Lion and Dumas Bay administration regarding contracts
- Sent registered letter to Dumas Bay Administration cancelling our contract for June, 2021 Retreat (90 days in advance)
- Attended NW Regional Meetings with other state presidents electronically

- Gathered successful fundraising programs from chapters to be posted on our webpage and sent to Regional Director Barbara Clausen for other states to use
- Attended chapter and area workshops electronically; Eta (Area II), Kappa (Area IV), Chi (Area V), Zeta (area VIII), Alpha Sigma (Area 10), etc.
- Attended US Forum webinar virtually
- Attended and encouraged chapters to view webinars on mental health, Indigenous People, social justice, “Picture a Scientist”, book talk by International chosen author Gail Goolsby about her book *Unveiled Truth*
- Helped plan and participate in state convention electronically April 25-May 1, 2021
- Procured workshops or mini-sessions during state convention for Janice Moen on rendition of DKG song, Carla Carnegie on movement and music, Julie Lee and the Shadle Park High School music chorale, 80<sup>th</sup> Birthday celebration by Past Presidents
- Communicated with 1<sup>st</sup> Vice President Pat Bennett-Forman about workshops/times
- Presented drafts of documents to the Exec. Com. for their input
- Arranged and hosted meetings via Zoom Director Jannette Manuel
- Communicated with International Guest Connie Rensink
- Purchased and sent gift for international guest to Connie Rensink
- Communicated with Dumas Bay Chair Candice Rutherford, Chair, and Executive Secretary Paula Nichols regarding cancellation of Dumas Bay contract
- Supported, encouraged members, and attended Speak Up School webinars: Redistricting 101 (March 6), Data Lenses (March 11), and Redistricting (March 25<sup>th</sup>)
- Communicated with Rachel Royston Permanent Scholarship Foundation
- Wrote articles for the *Alpha Sigma News*
- Helped edit *Alpha Sigma News* for all editions
- Communicated with DKG International including voting on issues and individuals alerting them of website scam, etc.
- Supported Co-Chairs Barbara Clausen & Janet LeBeau with the Strategic Action Plan.
- Supported our partnership with League of Women Voters & Fixed Democracy First.
- Supported members without technology by printing and mailing copies of *Alpha Sigma News* and the special edition to 34 members around the state.
- Attended U.S. Forum virtual webinar on March 20, 2021
- Responded to e-mails from members
- Made decisions after input from Exec. Com, other state presidents, members, etc. i.e. whether to charge a registration fee for state convention
- Encouraged chapters to invite me to their meetings

## **1<sup>st</sup> Vice President and Educational Excellence Committee Chair: Pat Bennett-Foreman**

Despite the restrictions placed on our work by the COVID pandemic, the EEC managed to complete most of its planned activities albeit sometimes in modified format. I am thankful to my

committee members for their enthusiastic and detailed work as outlined below. It has been a pleasure to serve with these outstanding educators and DKG members this biennium.

EEC Committee: Pat Bennett-Forman, chair; Keitha Bryson, legislative liaison; Mindy Hoffman, Supporting Early Educators; Joanne Vining, Service Projects/ State Literacy Project; Carla Carnegie, music representative/ personal well-being representative; Mary Rennie, technology.

Chairperson committee activities included the following:

- Attended Executive Committee Meetings: August 2020; Fall Board 2020; November, 2020, January 2021, February 2021, March 2021, and April 2021.
- Participated in electronic meetings for Executive Board: Fall 2020, January 2021, and April 2021.
- Registered for International Conference in Portland, July 2021.
- Participated in Washington State video conference and training for Clock Hour providers; submitted all required paperwork for approval as a provider.
- Secured presenters and presiders for 10 workshops at Fall Board 2020, including management of clock hours program, workshop evaluations, and summation of evaluation results.
- Secured presenters and presiders for 14 workshops for State Convention, including clock hour management, workshop evaluations and summation of evaluation results.
- Prepared EEC action plan and detailed objectives for Advocacy, Professional Development, Personal Well-being, Service Projects, and Technology support.
- Prepared reports for Executive Board and articles for *Alpha Sigma News* on advocacy, support of Early Educators, well-being/mental health, service and international projects. Special kudos to Joanne Vining for her work on the Literacy Projects, getting material for the ASN and for a slide show shown in Fall 2020. Also gratitude to Keitha Bryson for her work in putting together workshops and seminars throughout the year and for keeping us informed on legislative topics.
- Attended workshops for Area IV, VIII and X.
- Served as liaison between the Dumas Retreat Planning Committee and the Executive Committee.
- Provided on-going communications to chapter presidents, EEC chairs and state committee chairs for Membership and Communications/Marketing.
- Mary Rennie and Joanne Vining served on Strategic Action Planning Committee.

**EEC APPS:** EEC work centers around four pillars: Advocacy, Professional Development, Personal Well-being and Service. Activities completed by EEC committee members in each area are described below.

#### Advocacy

- Presented one hour workshop at Fall Board entitled “Advocating for Schools and Teachers.”
- Participated on US Forum: Advocacy Works panel on best practices for advocacy, September 29, 2020.

- Sponsored showing of the film “Suppressed: The Fight to Vote,” with guest speaker Washington Representative Debra Lekanoff, October 25, 2020.
- Wrote Advocacy Handbook, placed on WSO DKG website, December 2020
- Served on League of Women Voters writing team for Speak Up School (giving testimony).
- Recruited WSO DKG team to be trainers for Speak Up School: Keitha Bryson, Marge Lofstrom, Nancy Sheng, Pat Bennett-Forman; attended TOT December 2020.
- Co-sponsored Speak Up School with LWVWA and Fix Democracy First – six sessions in March and April 2021, including three led by the WSO DKG Speak Up School trainer team.
- Presented two workshops at State Convention 2021: “Effective Advocacy,” and “Redistricting 101.”
- Presented one hour workshop on “Effective Advocacy” at International Conference, Portland, 2021.
- Wrote articles for ASN; posted updates on state website; and sent updates regarding legislative issues to chapter presidents; presented legislative tools to area Liaisons.

#### Professional Development/ Supporting Early Educators

- Article on Supporting Early Educators (SEE) submitted and accepted for publication in DKG Journal.
- Presented workshop at Fall Board 2020 on “What early-career educators are telling chapters.”
- Sponsored clock hour series on “Implicit Bias and Racism Today,” October 2020.
- Sponsored webinar on “Mental Health Services, Legislation and Funding” with guest speaker WA State Senator Manka Dhingra and a panel of practitioners for clock hours.
- Presenting workshop at State Convention 2021 on “Making Connections with Early Career Educators.”
- Presenting workshop on “Building Resiliency and Mitigating Trauma in a post-Covid Schools.” State Convention 2021.
- Presenting workshop on Early Career Educators and DKG at International Conference, Portland, July 2021.

#### Personal Growth and Well-Being

- Provided “Fast Break” Movement workshop, State Convention 2021
- Coordinated “Fast Break” workshops on travel, art, music and yoga, State Convention 2021.
- Provided Zoom training for presenters and moderators for Fall Board 2020.
- Provided two, and arranged for third, workshops for State Convention 2021 on Zoom technology: Zoom 101 for Beginners; Hosting a Zoom Meeting; and Hi-tech Advanced Zoom.

#### Service

- Compiled pictures submitted by chapters for a Literacy Projects slide show presented at Fall Board 2020. Slide show updated for showing at State Convention and International Conference in Portland, July 2021.
- Wrote four articles regarding State Unity Literacy Project, highlighting chapter projects.
- Assisted State President in collecting information on and recognizing chapter fundraising projects.
- Published article in ASN regarding International Service Projects, including Schools for Africa.

## **2<sup>nd</sup> Vice President and Membership Chair: Monique Harrison**

- 2020 Fall Board: Created online registration form, assisted in virtual schedule development, provided Zoom assistance, implicit bias presentation, membership marketing plan presentation, and workshop facilitator
- Attended and participated in all virtual Executive Committee and Executive Board meetings
- Prepared and submitted Membership Committee action plan
- Assisted chapter Membership chairs as requested
- Stayed in contact with International NW Membership
- Compiled lists of initiates, reinstated and deceased members to *Alpha Sigma News*
- Gathered, typed and printed descriptions of members who have passed away
- Participated in the Strategic Action Planning group and hosted SAP meetings on Zoom
- Summarized and categorized membership data, identified gaps and suggested actions for implementation at the state, area and chapter level (SAP)
- Advocated for those without reliable technology or technology at all - i.e., mailing of the newsletters by the state
- Promoted the purchase of zoom accounts
- Received Form 6s and created online storage drive
- Contacted presidents of each chapter who submitted a Form 6 to solicit members to speak at White Rose Celebration of Life virtual ceremony.
- Created electronic and paper forms to collect pictures and bio for Celebration of Life Ceremony.
- Organization and presentation of the Celebration of Life “Virtual” Ceremony for Fall Board 2020 and State Convention 2021
- Membership Committee meetings: in coordination with committee members, Teri King (Iota) & Laura Bye (Alpha)
- Attended Area VII, King County Breakfast Virtual Workshop
- 2021 State Convention: online registration form, virtual Zoom scheduling, secure panelist for workshop panel discussion regarding race and implicit bias, organize event for First-timers
- Attending and presenting at International Conference, Portland, Oregon, July 7-10, 2021

## **Executive Secretary: Paula Nichols**

- Received all geographical names
- Presented the date for 2022 Fall Board (September 23-24, 2022)
- Cancelled Rainbow Lodge
- Produced and mailed the 2020-2021 State Directory
- Researched other locations for Fall Board
- Attended Fall Board Virtually
- Cancelled Red Lion Olympia Spring Convention Contract
- Cancelled Dumas Bay Contract
- Attended Executive Committee via ZOOM on February 21, 2021

## **Secretary: Jessica Tufts**

- Attended Virtual Fall Boards and served as a moderator
- Attended and participated in all Executive Committee and Executive Board meetings
- Gathered and assembled Annual Reports from officers and chairs
- Created, edited, and kept record of Executive Board and Executive Committee minutes
- Attended and passed information on to local chapter
- Assisted in keeping notes of changes during the SAP meeting
- Attended 2 sessions of the Speak Up School on redistricting
- Will attend the 2021 State Convention whether held virtual or in-person
- Will attend 2021 International Convention in Portland if not cancelled due to COVID-19, or will otherwise attend the virtual event.
- Will pass on the 2019-21 biennium minutes to incoming secretary at the transition meeting in July, 2021

## **Treasurer: Patricia Russell**

- Received and paid out all organization money as necessary.
- Kept an accurate account of receipts and expenditures.
- Filed receipts, bills, cancelled checks, vouchers, and bank statements.
- Gave reports at meetings and sent monthly reports to the state president, the state finance chair, and the executive secretary.
- Filed with the IRS the required income tax 990 report.
- Kept a record of chapters who filed their 990-N report.
- Processed and sent membership dues and fees to International for State members and maintained membership records for all chapters.
- Served ex-officio in the process of budget development and supervision of finances.
- Will submit account information for an annual financial review of the organization.
- Received and processed chapter treasurers' annual reports and filed the information with International.
- Will administer the state grant-in-aid funds according to the State Grant-in-Aid Committee.

- Acted as registrar and treasurer for Fall Board and State Convention
- Attended Fall Board and presented a workshop to chapter treasurers via Zoom.
- Attended all Executive Committee meetings via Zoom.
- Attended the Finance Committee meeting to develop the annual budget via Zoom in January, 2021.
- Will attend the State Convention and present a workshop to chapter treasurers in April, 2021, either in-person or via Zoom.
- Will attend the International Conference in Portland, Oregon, in July, 2021, either in-person or virtually.
- As always, I am honored to serve as your treasurer.

### **Parliamentarian: Barbara Clausen**

- Kept a list of all possible areas for change in the governing documents (over 75!)
- Compiled the list into possible amendments with documentation
- Met with Executive Committee several times with revisions to possible amendments
- Answered questions from members/chapters on parliamentary questions & researched responses as needed
- Sought advice from the International Parliamentarian as needed
- Assisted the president in meeting preparation and management for Fall Board
- Helped prepare motions for members
- Met with the Executive Committee numerous times throughout the year on zoom
- Collaborated with the Bylaws & Rules chair on amendments preparation for publication and for Executive Board
- Assisted in preparing the “Cliff Notes” article for the WSO *Alpha Sigma News*
- Encouraged members to sign up for the Int. Conference pre-conference workshop on parliamentary procedure
- Assisted several chapters in preparing their chapter rules for chapter approval

### **Immediate Past President and Expansion & Dissolution and U.S. Forum Representative: Sherri Wagemann**

- Served as an advisor to the WSO Executive Committee
- Attended “Virtual” Fall Board and all “Virtual” State Executive Committee meetings
- Chaired the WSO Achievement Award ad hoc committee to select the 2021 award recipient and to develop an award recognition presentation
- Wrote articles for the ASN
- Communicating and offering support to struggling chapters to help revitalize and delay/stop possible dissolution
- Served as WSO representative to the US Forum



- Served on the 2020 - 2022 International US Forum Elections Committee
- Attending and presenting at the International Conference in Portland OR July 7-10, 2021
- Serving on the International US Forum Elections Committee.
- During the US Forum session, inform and encourage members to apply for 2022 - 2024 US Forum Steering Committee Representatives
- Co-Presenting a pre-conference workshop session “A Team Approach to Invigorate Your Chapter.”

## **Report of Area Liaisons**

### **Area I: Isabel Castro**

- Submitted my goals as Area 1 Liaison for 2020-2021 during Fall Board 2020
- Visited the Yakima Theta Chapter in December and participated in their fundraiser by donating books, food, and school supplies for local charities. Also participated in their raffle for scholarships
- Attended our chapter’s monthly Zoom meetings and shared information from the Area Liaison monthly meetings
- Distributed information on Area 1 workshop at chapter meetings and Area Liaison monthly meetings
- Assisted with the organization of our Area 1 Workshop by contacting and reserving a speaker
- Attended the Area 1 Workshop “Perseverance Through Uncertainty: Balancing the Unknown With Confidence” at Grandview’s Bethany Church
- Communicated with other Area Liaisons by phone and emails to share information on upcoming events/activities
- Maintained contact with all chapters in our Area 1
- Worked with our Executive Board to scout prospective members for our chapter
- Participated in our chapter’s main fundraiser by taking cookie orders, collecting money, and distributing at schools around town
- Attended the March Goldendale Alpha Zeta chapter meeting via Zoom. Their local FFA presented on activities/projects planned for this spring
- Gave a report on our Area 1 Workshop and extended an invitation to chapter members
- Will submit an article for Alpha Sigma News on activities happening in our Area I chapters.
- Participated in the Area Liaisons’ monthly Zoom meetings and shared information in regards to our Area 1 activities

### **Area III: Cathey Erickson**

- Psi Chapter, January 20, 2020
- Executive Board Alpha Psi, August 22, 2020
- Zoom Psi Chapter, September 29, 2020
- Tried to participate in Fall Board Zoom (could not get technology to work)
- Area III Workshop Zoom, October 3, 2020
- Alpha Psi Zoom, November 21, 2020
- Alpha Psi Zoom, January 16, 2021
- Liaison Zoom, January 20, 2021

### **Area IV: Linda Elliot**

- Attended Virtual Fall Board
- Identified and modified Area IV Goals for 2020-2021
- Communicated with and supported Area IV Chapters via snail mail, e-mail, phone and Zoom meetings
- Attended Area IV Chapter meetings via Zoom when possible
- Area IV Fellowship Brunch was replaced with Kappa Chapter's Zoom presentation by Gail Goolsby, author. Attended virtually
- Met with President Susan Fritts and Area Liaisons for several monthly sessions via Zoom
- Attended Area VII King County Workshop via Zoom
- Will attend the 2021 Virtual State Convention and Area IV will provide any support needed as the virtual Area Host

### **Area V: Jane Gerdon**

- Attended the virtual Fall Executive Board
- Attended the virtual Area V Workshop
- Have been attending the monthly Area Liaison meetings on Zoom

### **Area VI: Nancy Sheng**

- Lambda Chapter Bellingham and Beta Kappa Chapter Whidbey Island established Zoom accounts for chapter meetings although both chapters report meeting less frequently than normal in this pandemic year.
- Attended a Beta Kappa Whidbey Island chapter meeting on Zoom in January.
- Attended Area Liaison Zoom meetings called by President Susan Fritts.

- Postponed our Area VI Workshop. Lambda looks forward to hosting Beta Kappa at the Spark Museum in Bellingham next year.
- Prepared Area VI news article for the Winter edition of Alpha Sigma/WSO News.
- Attended training sessions of the League of Women Voters Speak-Up School.
- Presented the Testifying Module (#5) of the Speak Up School together with Marge Lofstrom (Beta Delta Auburn) and others in DKG/WSO and the LWV. Our purpose is to educate people on how write testimony, testify and potentially influence Washington state commissioners when redistricting hearing commence in late spring. Congressional and legislative voting district boundary changes will be considered due to new data from the 2020 Census. The information was presented on a non-partisan basis but redistricting can affect the power of your vote.

### **Area VII: Garrell Lindberg**

- Identified goals for 2020-2021
- Provided regular communication to State and all six Area Chapters
- Area VII Workshop was cancelled in 2020 and postponed until 2021 due to COVID restrictions
- 2020 Chapter responsibilities were repeated for the virtual 2021 Area VII Workshop
- Provided all Chapter presidents/or their representative with opportunity to lead, record and evaluate our activities on a rotating basis
- All Chapters were encourage to participate in the State Literacy Project, Strategic Action Plan and “Around the State” Alpha Sigma News
- Have attended all virtual State and Area VII meetings
- Have attended at least one meeting of each Area VII Chapter, but hope to visit each at least a second time
- Was invited and attended Area IV Workshop featuring Gail Goolsby author of Unveiled Truths
- Please note in Directory that Area Workshop Rotation will start with Alpha Nu in 2021
- After 12 years serving as Area Liaison, I am retiring and letting someone else receive my files to carry on the Area VII Liaison position

### **Area VIII: Rosa Eilert**

- Attended virtual Fall Board meeting
- Attended and presided at monthly Zeta chapter Zoom meetings
- Contacted president, Caryn Mills, Beta Upsilon by phone for updates on their chapter
- Worked with Mary Rennie to develop program component of WSO Strategic Action Plan for 2021-2026 and met with SAP committee regularly.

- Attended various DKG zoom meetings and programs such as Speak Up School and area workshops as well as Area II meeting.
- Participated in monthly Area Liaison meetings chaired by Susan Fritts
- Planning to attend virtual State Convention in April.
- Planning to attend International Conference in Portland in July.
- Kept current with state officers through e-mails, *Alpha Sigma News*, and President's newsletter from Susan Fritts.

### **Area IX: Jan Morgan**

- Sent in the completed Action Form to Officers at the State.
- Attended the virtual Fall Board Meeting on Sept. 25-26, 2020.
- Made two zoom visits to Area Chapter meetings.
- Sent completed chapter visit forms to President Susan Fritts.
- Attended the monthly state liaison meetings.
- Gathered Area IX articles for the *Alpha Sigma News*.
- Submitted my Annual Report to Jessica Tufts.
- Plan to attend the State Convention April 26 – May 1.
- Made room reservations for the International DKG Convention in Portland, Oregon.

### **Area X: Jackie Finckler**

- Area X is now down to two chapters
  - Alpha Sigma
  - Beta Nu
- Like all of you our chapters have been struggling with the effects of COVID on our chapter's ability to meet and communicate with the difficult issues of engaging our members who are not comfortable with technology and how to have meaningful engagement and community service with those who are. Both of our chapters are meeting on-line with some success.
- Our Alpha Sigma Chapter will be hosting Area X's workshop this spring. The date has been set for April 17<sup>th</sup>. It will be held at two outside venues, Bloedel Reserve and Fay Bainbridge Park on Bainbridge Island, focused on Wellness. Members will be asked to sign up with Bloedel Reserve for a time slot and provided a "goodie bag" by hostesses at Fay Bainbridge before that contains a packet with guidance for a "wellness walk" and journal.

# Report of Committees

## Bylaws and Stand Rules: Nancy Sauer

- Accepted the chair position in the Summer of 2021, replacing Joanne Scholen
- Contacted committee members prior to Fall Board
- Contacted Chapter Presidents who still needed to update their Chapter Rules
- Additional contacts made to the seven chapters with no electronic copies of chapter rules on file
- Shared copies of approved chapter rules to aid chapters with ‘no written rules’
- In November-December worked with the Barb Clausen and the Executive Committee to draft over sixty amendment proposals for both the Standing Rules and Bylaws
- Asked Bylaws committee members to assist the Executive Committee in completing their amendment proposal forms
- Aided various committee chairs with amendment proposals; proofread proposals
- Presented amendment proposals (by committee groups) to the Executive Board in January prior to submitting them to the WSO newsletter editor and webmaster
- Submitted a *Did You Know?* and *Cliff Notes* articles providing info on the numerous amendment proposals; a special website link was created for all the proposed amendments
- Created a PowerPoint presentation of the proposed Bylaws and Standing Rules for the Spring Convention meeting
- Anticipate meeting the goal of having electronic copies of ALL Chapter Rules on file
- Will plan to submit any additional changes to the state newsletter editor (June deadline) and submit the updated WSO governing documents by the end of June for the WSO website and copies to International.

## Communications: Jannette Manuel

- 2020 Fall Board: Zoom 101 presentation, workshop facilitator, provided Zoom assistance to attendees
- Prepared and submitted Communications Committee action plan
- Completed proposal amendment forms for the Bylaws Committee
- Zoom account for WSO DKG business meetings: Maintain email and Forms request for meetings, communicate with individuals and chapters requesting meetings, provide assistance and or tutorials to individual request, and “started” meetings for individuals and chapters – transfer hosting responsibilities
- Facebook page maintenance
- Technical assistances to individual requests
- Provide Tech Support to Area VII Leaders
- Technical support for Area VII – Virtual King County Breakfast Event
- 2021 State Convention: Technical Support

## **State Webmaster: Mary Lou Gregory**

- Attended virtual Fall Board and virtual State Convention and virtual conference in Philadelphia.
- Respond quickly to requests for updates on website and questions on its use.
- Maintained and updated state website, including providing forms and links for publications, videos, and International sites.
- Updated and converted state forms to interactive, saveable format (using Adobe InDesign and Acrobat Pro) and put them on website.
- Renewed Weebly website service for two years to expire in May, 2021.
- Maintained website according to International guidelines.
- Sent email notices to members using MailChimp email service.
- Coordinated with others to identify and correct email addresses that “bounce back” via Mail Chimp service.
- Proofed three (and now four) editions of the *Alpha Sigma News* prior to publication.
- Posted finished edition of ASN on website, including flipbook version.
- Worked with Monique Harrison on posting sessions from Fall Board on YouTube.

## **Finance: Nancy Guthrie**

Committee members: Kathy Comfort, Linda Pearn

- Conducted a financial review in September 2020 of the treasurer’s books for the year 2019-2020.
- Developed the committee action plan at Fall Board for 2021.
- Gave the Finance Committee report at Fall Board.
- Verified, reviewed, and signed all vouchers submitted to me throughout the year.
- Sent all vouchers to President Susan Fritts.
- Sent notices to all committee chairs and collected information from committee chairs in preparation for developing the 2021-2022 budget.
- Met with State Treasurer, Pat Russell, to go over the annual budget before Finance Committee meeting.
- Met with state president and state treasurer in January to develop the proposed 2021-2022 budget.
- Sent the proposed 2021-2022 budget to *Alpha Sigma News* for publication.
- Will not attend State Convention in April because of the Coronavirus.
- Will give Finance Committee report of proposed budget for 2021-2022 on Zoom for the Executive Committee as the State convention had to be canceled.
- Will process applications for stipends for the International Convention.
- Prepared books and receipts for new Finance Chair 2021-2022.

## **Grants-in-Aid: Myrna Muto**

- Grants-in-Aid State Stipend and State Scholarship application process was publicized by articles in the *Alpha Sigma Newsletter*, posting application submission date on WSO DKG website, and making an announcement at the Executive Board Meeting, Jan. 11, 2021.
- Grants-in-Aid Committee met via ZOOM on January 6, 2021 to discuss bylaw changes regarding committee name change and revisions. We individually informed the Bylaw Committee that we preferred to change the name of the Grants-in-Aid Committee to State Stipend and State Scholarship Committee instead of Scholarship Committee.
- There were no applications submitted by February 1, 2021 for State Stipends or State Scholarships. Through e-mails, committee members discussed if there was more that could be done to inform DKG members about the availability of stipends and scholarships. In 2020, there was one application for a stipend submitted. The stipend was not used because the event was cancelled due to COVID 19 restrictions. Perhaps interest in WSO DKG Stipends and Scholarships for 2021 was affected by a year spent under/with COVID-19 restrictions and uncertainties.
- The By-Laws committee had several amendments to lines referencing Grants-in-Aid. Myrna Muto completed and submitted Amendment Forms to the ByLaw Committee. Approval of the amendments to the by-laws will be voted on at the State Convention in April 2021. If passed, members of the current Grants-in-Aid Committee will update state stipend and scholarship information on the WSO DKG website.

## **Leadership Development: Janet LeBeau**

- Updated the 2020-2021 Committee Action Plan.
- Sent out the 5 Minute Leadership Personality Test in August, 2020.
- Surveyed the Chapter Presidents for their leadership needs in August, 2020.
- Created two Chapter Leaders Zoom Workshops based on the survey input for 2020 Fall Board.
- Submitted an article for the *Alpha Sigma News* Fall Issue: Marge Loftstrom
- Will help present the new Strategic Action Plan with Chapter Leaders for the 2021 Zoom State Convention.

## **Nominations: Jane Carden**

- Created Strategic Action Plan in August
- Attended Fall Board via Zoom and gave committee report
- Received permission to use our funds for in-person State Convention since Fall Board was cancelled

- Created article for the Fall issue of ASN listing open positions and requesting nominations
- Met with committee members via Zoom to initiate the plan for beginning our work
- Communicated with committee members regarding our progress
- Communicated with candidates via phone and electronic means encouraging their involvement
- Gathered applications for President, 1<sup>st</sup> and 2<sup>nd</sup> Vice President, Recording Secretary, RRPSF, and Nomination Committee positions
- Submitted candidate information and pictures for Spring issue of ASN
- Submitted Amendment forms to update Standing Rules
- Concurred our current budget will be adequate moving forward
- Conducted election at State Convention
- Submitted state committee report

### **Leadership Retreat: Laurie Fisher**

- September – Communicated with committee members.
- March – Confirmed committee members:
  - Laurie Fisher - Yes
  - Jo Ladd Clark - Yes
  - Terri Diehm - Yes
  - Andrea Neault - Yes
  - Kris Krilly – resigned
  - Vi Raddatz-Strobridge – no response
  - Fondra Magee – no response

### **2021-2026 Strategic Planning Special Committee: Barbara Clausen and Janet LeBeau**

- Created a strategic planning committee with diverse representation across the state
- Gathered demographic data on Washington women educators
- Worked with the committee on:
  - Compiling data on DKG member profile and writing summative comments
  - A survey of chapter members across the state and writing a summary
  - Writing a summary of the chapter presidents' survey from EEC
  - Requirements for SMART goals and writing them based upon the data
  - Developing goals and actions plans for EEC, Membership, & Leadership that included actions at the state and chapter level, accountability measures, and a timeline



- Guiding the approval of the action plans through the Exec. Committee, Exec. Board for publication, and prepared it for a special edition of the WSO *Alpha Sigma News*
- Worked with Mary Lou Gregory to develop a one-page communicator of the SAP to be used in state documents
- Presented a Q & A for state convention chapter leaders/members to answer questions about the SAPS
- Presented the final SAPs to the 2021 Convention for approval

Thank you to Mary Rennie, Teri King, Mary Lou Gregory, Nancy Guthrie, Joanne Vining, Rosa Eilert, Rayna Charles, and Debra Tarpley for working on this labor-intensive project! Your efforts were deeply appreciated!