

MINUTES
CHI EPSILON SIGMA
October 6, 1988

Officers present: Jacque Mueck, Micki Daniels, Marilyn Bloom, Karon Dellinger, Dorothy Rex, Irene Moore, Becky Hooper

Officers met to finalize plans for the annual meeting. Karon Dellinger was welcomed as the new annalist.

ANNUAL MEETING

Irene distributed information and reviewed plans for the annual meeting. The agenda follows:

7:30 Registration and Buffet Breakfast

7:45 Welcome - Irene Moore

Remarks - Director Moser

8:00 Business Meeting - Dorothy Rex

- Introduction of honorary members
- President's remarks
- Installation of 1st vice president - Marilyn Bloom and annalist - Karon Dellinger
- Introduction of new NW Director - Dianne Montgomery
- Introduction of new members
(Directors will distribute notebooks and pins when the name is read. Directors will be responsible for taking the notebook and pins for members not in attendance back to their district for distribution.)
- Awards and Recognition
(Irene will make appropriate comments. Carlene will read names and Director Moser will give honorees their award and shake their hand. There will be two members receiving 20 years service certificates and three members receiving 15 years certificates. All emeriti will receive a paper weight.)
- Announcement of Scholarship Winners
(Dr. Keith Smith will have comments and make presentations.)

8:40 Adjourn

The officers and directors will meet at 6:45 AM on October 19 to coordinate last minutes details. The officers and Director Moser will be seated at a table near the podium. Honorary members, directors, and other members will be seated together - Irene to develop the seating chart. Micki will have the notebooks for new members. Jacque will have packets for all members which will include 1988-89 membership list, officers and directors

list, etc. These packets will be distributed during registration, and those that are not picked up will be sent out in the weekly mail from Columbus.

Irene has developed a survey which will be distributed at the annual meeting asking for suggestions and input for future awards and recognition. She has also developed an "ice breaker" activity to be done while everyone is seated at their tables.

AWARDS AND RECOGNITION

Jacque, Micki, and Becky have researched the years of service on each member. This had been a time-consuming job because of discrepancies on dates given by members compared to records in the personnel office in Columbus. Credit towards years of service needs to be established for those person who have not had continuous years of service. The officers made the following decisions.

- When computing years of service, the cut off date will be July 1 of each year.
- Anyone working 50% time or more will be given full credit instead of the percent of time worked.
- All emeriti will be given paper weights.
- Next year the awards committee will need to decide on different certificates, awards, etc. for each of the following years: 15, 20, 25, 30, 35.
- The years of service needs to be established by the awards committee for each new member following the membership drive.

There will be five certificates given this year for years of service. The nine emeriti members will receive paper weights. Jacque had the paper weights to show the officers.

She also had picked up the new pins. There was dissatisfaction with the pins because they were gold plated and not silver as the ones made last year. Also, the circle where the ruby stone for charter members was last year still was on the pin. We had intended to not have this distinction on pins other than those for charter members. Jacque will take the pins back to Olympic, Inc. and see what can be worked out.

Jacque will also order pens which are given to honorary members.

COMMITTEES

Possible committees to be developed were discussed. The officers discussed the areas needing input and involvement by members and decided on the following committees with officers giving leadership:

Annual Meeting Committee - Irene
Professional Improvement/Scholarships - Irene
Membership, Awards, and Years of Service - Jacque, Micki, and Becky
Social Activities - Marilyn

Ideally we would have liked to have committees developed and members assigned by annual meeting so they could be announced at that time. However, since there is not time to send the information out and get responses back in, this information will be distributed at the annual meeting. A sheet will be distributed listing each committee along with a description of responsibilities. There will be a place for members to sign up for serving on the committee of their choice. Responses will need to be returned to Dorothy by October 28 so that member selection can be done and get the committees functioning as soon as possible.

We need to start work on a constitution and by-laws. Becky Hooper and Jamie Nightingale were assigned this task. The guidelines and more information will be developed by the officers at their next meeting before the writing is started.

REQUESTS FROM OTHER STATES

Dorothy has received requests for more information on the fraternity from the following states: Arkansas, Connecticut, Alabama, and South Carolina. Arkansas has asked Dorothy to come to their state and help them organize a fraternity. She will be going, expenses paid, November 8-9. Anticipating other states may also want this or at least more specific information, a package of information needs to be developed to be used for this purpose. We will start developing this after the annual meeting and also after Dorothy has made the trip and has a better idea of what should be included in the package.

The format she will be using in Arkansas was reviewed and officers offered suggestions for her presentation. She will be taking a banner with the logo and present this to them. It was suggested that when they have their first annual meeting, Chi Epsilon Sigma would send a gavel with our logo as a memento and encouragement for a successful fraternity. This may also be a possibility with other states that follow.

OTHER BUSINESS

The letterhead needs to be updated. Karon will be responsible and will do the running off.

Next newsletter deadline is December 1.

It was decided to add the position of "Immediate Past President" to the slate of officers to insure continuity.

Next meeting of officers has been tentatively set for November 17. Items to be discussed that date are:

- Committee assignments and member selection
- Dorothy's report from Arkansas/developing a package of information
- Constitution and By-laws guidelines

Becky Hooper
Secretary/Treasurer

c: Moser, Hutchinson, Cunningham, Smith, District Supervisors