

**XI STATE ORGANIZATION EXECUTIVE BOARD MEETING  
THURSDAY, JUNE 2, 2016  
GUERRY AUDITORIUM UNIVERSITY OF THE SOUTH**

- CALL TO ORDER** The Executive Board Meeting of Xi State Organization of The Delta Kappa Gamma Society International was called to order by Xi State Organization President Dr. Dorrie Powell, Beta Sigma, at 1:30 p.m. (CDT).
- COMMITTEE TO APPROVE MINUTES** President Powell appointed Lin Martin, Alpha Phi; Myra Martin, Alpha Rho; and Jo Price, Theta; to read, correct, and approve minutes for the 2016 convention.
- President Powell appointed Dr. Linda Eller, Xi State Organization 2<sup>nd</sup> Vice President, to plan the dates for the 2017 Xi State Organization Convention and schedule those with the University.
- INSPIRATION** Jennifer Lusk, Beta Xi, provided the inspiration.
- INTRODUCTIONS** President Powell introduced Xi State leaders: **Sherrie Collins**, 1<sup>st</sup> Vice-President; **Dr. Linda Eller**, 2<sup>nd</sup> Vice-President; **Dr. Beverly Hall**, Recording Secretary; **Michelle Steen**, Corresponding Secretary; **Becky Sadowski**, Parliamentarian; **Nancy Davis**, Treasurer; **Elaine Warwick**, Executive Secretary; **Orlean Bauman**, Xi State Editor; and **Dr. Dianne Anderson**, Xi State Webmaster.
- President Powell recognized past Xi State Organization presidents: **Liz Whorley Bradley, Patsy Pope, Lois Jones, Dr. Willene Paxton, Linda McCrary, Dr. Jensi Souders, Doris Ann Hendrix, Vera Jo Henegar, Becky Sadowski, Elaine Warwick, Nancy Davis, Dee Dee Rives, Dr. Kathie Harned, and Beverly Smith**. Not attending convention this year are **Janice Sorsby** and **Anne Medearis Lee**.
- Nita Scott, International Membership Services Administrator, who will serve as Society Representative for the convention, was welcomed.
- QUORUM** Xi State Organization Corresponding Secretary Michelle Steen advised there was a quorum present. President Powell announced that business was in order.
- THE ORDERS OF THE DAY** Becky Sadowski, Xi State Organization Parliamentarian, explained the Rules of the Day:
- Individuals making a motion should put the motion in writing and present to President Powell. Please include the motion, and your name, chapter, and role on the Executive Board.
  - Individuals addressing the Executive Board should stand, be recognized by the chair, come to the microphone, and state your name and chapter.
  - If discussing a motion, please hold up the card that signifies your comments, red (opposed), green (in favor), and yellow (you have a question).
  - Each member will be limited to speaking twice to the same question. No member will speak a second time to a question until everyone who wishes to speak has spoken.
  - As a reminder, today's approval of motions other than the budget indicates the Executive Board's recommendation for action. The official vote will be by Xi State Organization members in the Second General Session tomorrow morning.
- BUSINESS** President Powell announced the 2015 Executive Board minutes were approved in the Second General Session at the 2015 Xi State Organization Convention and posted on the Xi State website.
- The summary of the President's report can be found on page 49 of the 81<sup>st</sup> Xi State Convention Book.
- TREASURER'S** Xi State Organization Treasurer Nancy Davis presented the treasurer's report which can be found on

**REPORT**

pages 52-53 and 105-107 of the Convention Booklet. Davis reported there were 165 new initiates. Total membership is 2680 with 2425 active and 222 reserve members. She declared that 17 chapters had 100% accuracy in chapter dues and all state chapters had filed with the IRS. Davis reported that several certificates of deposits matured this year and were reinvested. Xi State Organization had a Capital One available fund, a Capital One permanent fund, and a Bank of America scholarship fund. These were all reinvested with Johnson County Bank. The Vision Foundation had three Capital One certificates of deposit which were reinvested with Johnson County Bank. All were put on 48 month certificates of deposit at 1.15% interest rate. Davis reported that chapter contributions were awarded for the following: Grants-in-Aid, \$26,556.00; State Contributions \$6,680.87; International Contributions, \$1,255.00; Other, \$1,977.00 for a total of \$36,468.87 in contributions. President Powell stated the treasurer's report would be filed as presented.

**ELECTRONIC  
VOTES**

President Powell stated that two proposals were sent electronically to the Executive Board for approval:

**September 22, 2015 Proposal 1:** The Xi State Organization Executive Board was asked to support the endorsement of Becky Sadowski as a candidate for the position of International Second Vice President. [70 approved, 0 did not, motion passed]

**September 30, 2015 Proposal 2:** The Xi State Organization Executive Board was asked to support the recommendation of Becky Sadowski as a candidate for the position of International First Vice President. [55 approved, 0 did not, motion passed]

President Powell requested these votes be placed in the minutes as a record of Executive Board business.

President Powell asked for any additions to the Xi State Organization Officers' reports and Related Personnel reports on pages 50-54 in the convention booklet. There were none.

President Powell asked for any additions to the Area Director reports on pages 55-59 of the convention booklet. There were none.

**STANDING  
COMMITTEES**

President Powell asked for any additions to the printed committee reports found in the Annual Convention Booklet pages 60-71. President Powell explained that the Chapter Strengthening Committee Report was inadvertently omitted from the Annual Convention Booklet; however, a copy of the report was provided as an insert. She asked only committee chairs updating reports or presenting a motion to stand and do so in the order listed on page 6 of the Annual Convention Book with the exception of the Finance Committee which would report last, pending no objections. No objections were noted.

President Powell recognized Xi State Organization Personnel Chair Carol Abernathy, Phi. Abernathy announced that evaluations had been completed on Xi State Executive Secretary, Elaine Warwick, and Xi State Treasurer, Nancy Davis; contracts for both have been renewed for a two-year period.

**FINANCE**

President Powell stated that the audit report for fiscal year ending June 30, 2015 could be found on pages 108-115 of the Annual Convention Book. Powell asked if there were any objections to adopting the audit report as printed. There were none.

President Powell announced that the budget published on pages 100-104 in the Annual Convention Book is out of balance due to a significant change in the number of active and reserve members, thus decreasing the amount of revenue from dues. The Finance committee members distributed copies of a revised 2016-2018 biennial budget for consideration by the executive board.

President Powell recognized Xi State Organization Finance Committee Chair, Dr. Marge Lofstrom, Alpha Nu, who presented the proposed 2016-2018 budget.

Lofstrom led an examination of each year's budget separately, beginning with the 2016-2017 proposal. Lofstrom moved to adopt the revised 2016-2017 balanced budget as presented. Coming from a committee the motion did not need a second. **The motion passed.**

Lofstrom reviewed the 2017-2018 budget proposal. Lofstrom moved to adopt the revised 2017-2018 balanced budget as presented. Coming from a committee the motion did not need a second. Discussion ensued. **The motion passed.** A copy of the 2016-2018 biennial budget is included in the minutes.

President Powell challenged the Xi State Organization Finance Committee to work with all Xi State Committees, Xi State Officers, and Related Personnel to investigate ways to increase revenue as well as decrease expenses in order to provide the services and benefits our members expect and deserve.

**OTHER  
BUSINESS**

President Powell declared a vacancy on the Xi State Organization Finance Committee as a result of the resignation of JoAnn Smith, Iota, who has moved and will be transferring membership out-of-state. Powell asked for Executive Board approval for the appointment of Barbara Henson, Gamma Mu, to fill the one-year vacancy on the elected Finance Committee.

Donna Cotner, Beta Rho, moved to approve President Powell's recommendation. A second was provided. **The motion passed.**

**ANNOUNCEMENTS**

President Powell announced for members to leave voting cards on the tables in the lobby. She also encouraged participants to attend the caucus immediately following adjournment to determine voting for International offices, committees, and boards.

**Following announcements, the meeting was adjourned at 2:11 p.m. (CDT).**

XI State Budget 2016-2018			
1	<b>AVAILABLE FUND</b>		
2	<b>BUDGET CATEGORIES</b>		
3		<b>2016-2017</b>	<b>2017-2018</b>
4	<b>PRESIDENT'S EXPENSES</b>		
5	Operating (Travel/Hotel/Stationary/Office Expenses)	\$ 3,200	\$ 3,200
6	Int'l. Conv/SE Reg. Conf/Other Out-of-State Travel	\$ 990	\$ 990
7	Communication	\$ 1,100	\$ 1,100
8	Update of Chapter President's Handbook	\$ 100	\$ 800
9	Pre-Planning Conference	\$ 250	\$ 50
10	Executive Board Meetings	\$ 200	\$ 50
11	President's TN Event Meal	\$ 30	\$ 30
12	<b>TOTAL FOR PRESIDENT'S EXPENSES</b>	<b>\$ 5,870</b>	<b>\$ 6,220</b>
13			
14	<b>OTHER OFFICERS' EXPENSES</b>		
15	Operating/Communications	\$ 350	\$ 350
16	Xi State Convention (2nd VP Start-Up Account)	\$ 1,500	\$ 1,500
16A	1st Vice President Convention	\$ 150	\$ 150
17	Int'l./ Regional Conf./Conv. (9 @ \$550)		
	1st Vice President	\$ 550	\$ 550
	2nd Vice President	\$ 550	\$ 550
	Corresponding Secretary	\$ 550	\$ 550
	Recording Secretary	\$ 550	\$ 550
	Treasurer	\$ 550	\$ 550
	Executive Secretary	\$ 550	\$ 550
	Parliamentarian	\$ 550	\$ 550
	Webmaster	\$ 550	\$ 550
	XI State Editor	\$ 550	\$ 550
17A	Honorarium for Immediate Past corresponding secretary	\$ -	\$ 200
17B	Honorarium for Immediate Past President	\$ -	\$ 200
18	Travel Insurance	\$ 150	\$ 150
19	Honorarium for Editor	\$ 1,100	\$ 1,100
20	Office Expenses for Editor	\$ 475	\$ 275
21	Honorarium for State Treasurer	\$ 1,100	\$ 1,100
22	Office Expense for Treasurer	\$ 1,000	\$ 1,000
23	Honorarium for Webmaster	\$ 1,100	\$ 1,100
24	Office Expense for Webmaster	\$ 475	\$ 275
25	Honorarium for Executive Secretary	\$ 1,100	\$ 1,100
26	Office Expenses for Executive Secretary	\$ 1,000	\$ 1,000
27	Auditing/Financial Review	\$ 2,200	\$ 2,200
28	Bank Service Fee	\$ 120	\$ 20
29	Bonding of Treasurer	\$ 150	\$ 150
30	Safe Deposit Box	\$ 20	\$ 20
31	TN Event (Int. Conv. /SE Reg. Conf.--Corr. Sec.)	\$ 1,600	\$ 600
32	Memorials/Gifts	\$ 150	\$ 50
33	<b>TOTAL FOR OTHER OFFICERS' EXPENSES</b>	<b>\$ 18,690</b>	<b>\$ 17,490</b>
34			
35	<b>SOCIETY BUSINESS OPERATING EXPENSES</b>		
36	Rules Committee	\$ 100	\$ 100
37	Expansion Committee (Incl. New Chapter gift \$100)	\$ 500	\$ 200
38	Finance Committee	\$ 200	\$ 100
39	Leadership Development Committee	\$ 100	\$ 100

40	Leadership Management Seminar	\$ 5,150	\$ 4,600
41	Advanced Leadership Conference	\$ 4,600	-
42	Membership Committee (includes Orientation Tea)	\$ 500	\$ 450
43	Nominations	\$ 700	-
44	Personnel committee	\$ 300	\$ 100
45	Historical Preservation	\$ 150	\$ 100
46	Leadership Conference for New Chapter Officers	\$ -	\$ 3,750
47	Planning (conf for state committee)	\$ -	\$ 3,750
48	Annual Fee to State of Tennessee	\$ 25	\$ 25
49	Planning Committee	\$ 150	\$ 100
50	Communication & Publicity	\$ 300	\$ 200
51	Educational Excellence Committee	\$ 600	\$ 500
52	<b>TOTAL FOR SOCIETY BUS. OPERATING EXPENSES</b>	<b>\$ 13,375</b>	<b>\$ 14,075</b>
53			
54	<b>SOCIETY BUSINESS</b>		
55	Legislation Committee	\$ 2,500	\$ 2,000
56	US Forum	\$ -	\$ 300
57	Awards committee	\$ 700	\$ 650
58	State Projects	\$ 600	\$ 500
59	CIEC Honoraria to Centers (4@ \$200)	\$ 800	\$ 400
60	Chapter Strengthening Committee (6 @ \$50)	\$ 300	\$ 300
61	Scholarship Committee	\$ 350	\$ 200
62	Arts committee	\$ 1,000	\$ 100
63	Special Events	\$ 200	\$ 150
64	Printing of Iris Notecards	\$ 2,000	\$ -
65	Achievement Award Committee	\$ 450	\$ 450
66	Area Directors (9@\$150 each)	\$ 1,350	\$ 1,350
67	Area Directors Handbook Update	\$ -	\$ 100
68	<b>TOTAL SOCIETY BUSINESS EXPENSES</b>	<b>\$ 10,250</b>	<b>\$ 6,500</b>
69			
70	<b>OTHER EXPENSES</b>		
71	Bulletins for accredited TN Coll/Univ Libraries (24@20)	\$ 480	\$ 480
72	XI State NEWS Publishing/Mailing	\$ 14,000	\$ 10,800
73	Miscellaneous	\$ 1,000	\$ 1,000
74	GoToMeeting program	\$ 56	\$ 56
75	Aim liability Insurance	\$ 175	\$ 175
76	<b>TOTAL OTHER EXPENSES</b>	<b>\$ 15,711</b>	<b>\$ 12,511</b>
77	<b>TOTAL EXPENSES AVAILABLE FUND</b>	<b>\$ 63,896</b>	<b>\$ 56,796</b>
78			
79	<b>TOTAL EXPENSES AVAILABLE FUND</b>	<b>\$ 63,896</b>	<b>\$ 56,796</b>
80	<b>PROJECTED INCOME, AVAILABLE FUND</b>		
81	Active Membership	\$ 34,000	\$ 30,600
82	Reserve Membership	\$ 1,555	\$ 1,400
83	Initiation Fee	\$ 330	\$ 300
84	Available Fund Interest	\$ 2,500	\$ 2,000
85	Fundraising (Iris Note Paper, etc.)	\$ 2,000	\$ 2,000
86	Convention Start-up Returned	\$ 1,500	\$ 1,500
87	Estimated Income on Hand	\$ 14,500	\$ 14,500
87A	(Transfer from Available Money Market Fund Account, if needed)	\$ 7,511	\$ 4,469
88	<b>TOTAL PROJECTED INCOME, AVAILABLE FUND</b>	<b>\$ 63,896</b>	<b>\$ 56,769</b>
89			
90	<b>SCHOLARSHIP EXPENSES</b>		
91	Lois Jones Special	\$ 3,000	\$ 3,000

92	Isabel Wheeler	\$ 3,000	\$ 3,000
93	Maycie K. Southall	\$ 3,000	\$ 3,000
94	Mary Hall	\$ 3,000	\$ 3,000
95	Evangeline Hartsook	\$ 1,250	\$ 1,250
96	Lottie McCall	\$ 1,250	\$ 1,250
97	Louise Oakley	\$ 1,250	\$ 1,250
98	Eleanor Osteen	\$ 1,250	\$ 1,250
99	<b>TOTAL SCHOLARSHIP EXPENSES</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>
100			
101	<b>PROJECTED INCOME, SCHOLARSHIP FUND</b>		
102	Scholarship Fees	\$ 2,645	\$ 2,385
103	Interest	\$ 1,000	\$ 1,000
104	Contributions	\$ 1,200	\$ 1,200
105	Investment Income	\$ -	\$ -
106	Income on Hand	\$ 12,155	\$ 12,415
107	<b>TOTAL SCHOLARSHIP REVENUE</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>