

# Minutes of the Virginia State Council General Board Meeting Saturday, March 24, 2001

VSC President, Theresa Seay, called to order the General Board Meeting of the Virginia State Council, Epsilon Sigma Alpha, at 10:08 a.m. on Saturday, March 24, 2001 at St. Mark's Methodist Church. Delegate seating was designated for the first rows. The attendees stood, held hands, and repeated the Opening Ritual.

Chaplain, Rhonda Wilmore, shared a message entitled, "Quackers".

Diane McLane, Theta Mu/CVDC President, welcomed everyone to the Richmond area.

Gaynell Harless, Beta Delta, and Nicole Lewis, Theta Mu, were appointed to serve on the Minute Approval Committee for this meeting.

Sherry Flesher, Credentials Committee, presented the following report:

Chapters on Roll:	20	Members Present:	66	Officer Votes:	5
Members on Roll:	249	DESAs Present:	0	Delegate Votes:	28
Chapters Present:	16	MALs Present:	1	<b>TOTAL VOTES:</b>	<b>33</b>
Officers Present:	6	Guests Present:	1		
		<b>TOTAL ATTENDANCE:</b>	<b>68</b>		

According to the VSC Bylaws, a quorum shall consist of representatives from five (5) Virginia chapters, in good standing with the VSC and IC, and one (1) officer. There being a quorum present, all business voted upon shall constitute effective action.

The rules of the meeting are part of our Standing Rules and as such do not need to be read at each meeting.

The VSC Executive Board (Sunshine Girls) was introduced with each sharing a memory of how a Past President had set an example for them. VSC 1<sup>st</sup> VP, Melody Clark, was excused from this meeting due to the death of her brother, and VSC 2<sup>nd</sup> VP, Brenda Orebaugh, was excused due to illness. Theresa recognized the VSC Past Presidents, Chapter Presidents, and District Council Presidents. One guest, Cathy Belle, (Katrina Belle's daughter) was welcomed.

**OCTOBER MINUTE APPROVAL COMMITTEE** - (Betty Allen/Mindy Boyd) report given by Bev Scott

The minutes of the October VSC meeting were approved as published.

**CORRESPONDENCE** - (P-Nut Schools)

Miscellaneous correspondence has been received from the International Council, Headquarters, and SERC. Chapter newsletters have been received from Beta Delta and Beta Sigma. Letters or phone calls of excuse received from: Millie Simmons, Nancy Kreye, and Sheen Childress. A thank you letter was received from the Richmond SPCA for a donation given by the VSC in memory of Lois Bawsel.

**SERC CONVENTION REPORT** - (Theresa Seay) ☺

The SERC convention in Baton Rouge, LA was great. President, Linda Welch, held an ESA Fair that was entertaining and informative. There is a PowerPoint presentation on membership available for anyone interested.

SERC officers for 2000-01: President, Gale Talley; 1<sup>st</sup> Vice President, Glenn Gay; 2<sup>nd</sup> Vice President, Diane Hills; Recording Secretary, Ginny Hales; Corresponding Secretary, Betty Keeton; Treasurer, Pat Fowler, Parliamentarian, Sondra Kucklick; Jr. Past President, Linda Welch.

Virginia won the following 1<sup>st</sup> Place awards during the conference: St. Jude, Easter Seals, Mileage, and Happiness is Philanthropic.

SERC Association of the Arts winners from Virginia: Division I, Fine Arts - 2<sup>nd</sup> Place, Winnie Hazelton; Division II, Literature - 3<sup>rd</sup> Place, Janine Byers; Division IV, Folk Art - 1<sup>st</sup> Place, Cindy Maxwell; Division IV Folk Art - 2<sup>nd</sup> Place, Beth Sherron; Division VI, Holiday Art - 1<sup>st</sup> Place, Beth Sherron; Best In Show Award of Excellence, Cindy Maxwell.

**FINANCIAL REPORT - (Eveleen Harrison) ☺**

<b>CHECKING ACCOUNT</b>	
Balance from October 1, 2000	\$539.93
Income	\$2400.00
Disbursements	\$1222.17
Balance in Checking Account March 24, 2001	\$1717.76
<b>SUNTRUST SAVINGS ACCOUNT</b>	
Balance from October 1, 2000	\$1314.38
Income	\$12.80
Disbursements	\$0.00
Balance in Savings Account March 24, 2001	\$1327.18

The Financial Report will be filed for audit.

**REPORTS OF THE EXECUTIVE BOARD**

**1<sup>ST</sup> VICE PRESIDENT - (Melody Clark) report given by P-Nut Schools ☺**  
Melody was absent from this meeting due to the recent death of her brother.

**2<sup>nd</sup> VICE PRESIDENT - (Brenda Orebaugh) report given by P-Nut Schools ☺**  
Brenda was absent from this meeting due to illness. As of March 1, 2001, Virginia shows a total of 15 new members; however, the membership as of June 2000 was 310 and as of the end of February, total Virginia membership is 305. Lisa Hale, Beta Delta, should be added to the list of new members. Spring membership specials to "Awaken the Light": Pledge 1 new members for regular price of \$69.00 (\$72.00 installment plan); pledge 2 or more new members for \$50.00 per member (installment plan not applicable). ESA's "Worthy Works" Publicity Campaign to gain new members through increased national and community recognition is available from ESA Headquarters. Also, share the feeling you experienced when you were rushed to become an ESA member by planning a Rush before the end of the year. The following forms/information were placed in the chapter folders today: Shelby Hodges First Pearl Award Form, VSC Rushing Award Form, Spring Specials for Membership, a Membership Application, information on ESA's Worthy Works Publicity Campaign, and instructions on how to use the Form Vault on the ESA website.

**RECORDING SECRETARY - (Beverley Wright) ☺**  
Minutes of the October 1, 2001 VSC General & Executive Board Meetings were transcribed & mailed to all appropriate recipients. Email was used to distribute all but 33 copies for a cost of less than \$10.00.

**CORRESPONDING SECRETARY - (P-Nut Schools) ☺**

Attended Alpha Xi's Annual Prayer Breakfast in January. Chapter folders are on the back table; be sure to sign for your chapter's and any others you may pickup. Copies of the minutes from the Summer 2000 VSC meeting have been placed in the folders for all appointed officers and Past Presidents; others will be mailed.

**TREASURER - (Eveleen Harrison) ☺**

One hundred percent of the chapters paid their first half dues on time. Second half dues of \$5.00/member are due by April 1. Cookbooks are still available for purchase and should anyone need an expense voucher, please see Eveleen.

**PARLIAMENTARIAN - (Sue Ellen Danielson)**

Copies of the proposed changes to the VSC Bylaws and Standing Rules will be attached to the Chapter President's copy of the VSC General Board Meeting Minutes of this meeting. These are to be mailed to the chapters no less than 30-days prior to convention.

**JR. PAST PRESIDENT - (Sharon Shaffer) ☺**

Information on bids received to host the 2002 and 2003 VSC conventions will be provided at convention. Neon green copies of the Lucy Davis Outstanding Chapter President Leadership Award form have been placed in the chapter folders. Please use this form and destroy the ones distributed at the June VSC meeting. To date, contributions to the Disaster Fund total \$1,196.91 versus a goal of \$3,650 with 11 of 20 chapters, 1 district council, and several individuals contributing.

**A 10-minute stretch break was called at 10:50 a.m. with the meeting resuming at 11:00 a.m.**

**SPRING MEETING FUND RAISER FOR THE ESA FOUNDATION/DISASTER FUND - (Gayle Meeks/Sharon Shaffer)**

Lisa Files won the drawing for a free registration fee to the 2001 VSC Convention.

**REPORTS OF THE APPOINTED OFFICERS**

**ASSOCIATION OF THE ARTS - (Judi Brigg) ☺**

Application forms have been placed in the chapter folders; deadline for entries is May 1, 2001. One judge has been secured and plans are in progress to obtain two more.

**AWARDS DIRECTOR - (Ginger Yopp) ☺**

The VSC would like to reward you for all your efforts; however, the forms must be filled out and mailed by the deadline so you will be eligible. A form has been placed in the chapter folders to report chapter Outstanding Woman, service awards, and 5<sup>th</sup> Degree Pallas Athene recipients that would like to be presented at convention; deadline is May 1. New email address: [G2yopp@aol.com](mailto:G2yopp@aol.com).

**CHAPLAIN - (Rhonda Wilmore) ☺**

Since the October meeting, the following cards have been sent: Thinking of You (24), Sympathy (7), Get Well (17), Congratulations (3) and Apology (1) for 'killing off' a sister's husband due to incorrect information.

**CHAPTER PRESIDENT'S ADVISOR - (Neda Duncan) - no report**

**CIRCLE OF LIFE COORDINATOR - (Doris Hood) ☺**

Another copy of the Flora Burns Circle of Life Award Form has been placed in the chapter folders. This form is to cover the period of May 1, 2000 through April 30, 2001 and must be postmarked by May 1, 2001. I encourage all attending IC in Albuquerque to participate in the Safari Challenge to be held at the zoo on Thursday, July 19<sup>th</sup>

from 5:30 - 7:30 p.m. There is a \$200.00 participation fee, which earns you a Safari Challenge T-shirt that will serve as your ticket for admission.

Headquarters will only provide plaques to chairmen of events. If more than one chapter participates, the overall chairman will receive the plaque. If two chairmen are listed on the completion form then the totals are divided and each chairman will receive an award appropriate for that portion of the total. I have decided to give a St. Jude Charm to those chapter chairmen not receiving plaques.

Awards recognizing the following levels of participation were presented:

Honor Award Certificate (\$500-\$1000) - Capture for Kids, Hampton, Theta Lambda; Mopar Car Show, Roanoke, Julie Vance, Beta Delta.

Distinguished Service Award Certificate (\$1001-\$2500) - Capture for Kids, Hampton, Beta Kappa; Radiothon, Lynchburg, Faye Reynolds, Julie Vance, Beta Delta; Rock-A-Thon, Front Royal, Bonnie Feldhauser, Delta Rho.

Outstanding Service (\$2501-\$5000) - Capture for Kids, Hampton, Alpha Epsilon, Alpha Xi; Capture for Kids, Chesapeake, Alpha Xi, Beta Kappa; Golf Tournament, Roanoke, Elaine Prillaman, Delta Kappa; Radiothon, Lynchburg, Beta Delta; Capture for Kids, Roanoke, Abbie Bannister, Vickie Webb, Sigma Chi; Capture for Kids, Fairfax, Doris Hood, Beta Tau.

Exemplary Service Award (\$5001-\$7500) - Capture for Kids, Virginia Beach, Alpha Xi, Beta Kappa; Capture for Kids, Roanoke, Sigma Chi; Capture for Kids, Christiansburg, Abbie Bannister, Sigma Chi.

In Grateful Appreciation Award (over \$7501) - Golf Classic, Waynesboro, Betty Allen, Alpha Chi; Capture for Kids, Hampton, Flora Burns, Beta Kappa; Capture for Kids, Virginia Beach, Cindy Maxwell, Beta Kappa; Capture for Kids, Chesapeake, Mildred Edwards, Alpha Xi; Capture for Kids, Charlottesville, Bev Scott, Alpha Chi.

VSC CONVENTION - (Marie LaDuke/Beth Sherron) ☺

Details about the weekend plans are outlined in an article appearing in the Spring Lamplighter along with the registration forms and brochure ad information. The CVDC is excited and planning a dreamy weekend at the Holiday Inn Koger Center South on Midlothian Turnpike. Room rates are \$78.00; please call the hotel and make reservations directly with them, mentioning you are with the Virginia State Council Convention. Registration fees are set at \$85.00 for women and \$60.00 for men. Registration deadline is May 1<sup>st</sup> for registration forms, and final reports and ads to Diane McLane for the convention brochure. The men will be entertained with a stocked hospitality suite, bowling and/or golf at River Bend golf course.

EASTER SEALS - (Kelley Webb/Vickie Webb) - no report

EDUCATIONAL DIRECTOR - (Judi Darden) ☺

Educational Reports have been received from 15 chapters. A report has been placed in each chapter folder indicating how many reports have been received from your chapter. Please advise if you feel there is a discrepancy. A minimum of 6 reports must be received on time to qualify for the Gold Link Award and the April report must be postmarked on or before May 1<sup>st</sup>. Also enclosed in the chapter folders are copies of the rules for the Barbara Midkiff Educational Award and the Distinguished Athenian Service Award. Recommendations for the Distinguished Athenian Service Award are due in letter form by May 1<sup>st</sup>.

ESA 2000+ - (Katrina Bell/Sue Foy) - no report

ESA FOUNDATION DIRECTOR - (Gayle Meeks) ☺

Fifty-three (53) completed application forms for ESA Foundation Scholarships were received (a list of which has been placed in the chapter folders). March 1<sup>st</sup> was the deadline for paying Foundation dues in order to vote at IC. Please send checks directly to the Foundation, sending them to me only delays the process. A donation form has been placed in the folders, which should be used for all dues, donations, etc. To date, the VSC Endowment Fund has a total of \$5,698.35.

**FINANCE CHAIRMAN-** (Lynne Rightmyer)

Chinese auction envelopes are still available for purchase. A form has been placed in the chapter folder for the Chapter Ways & Means Chairman to fill out and return during the convention workshop.

**HISTORIAN -** (Betty Cason) ☺

Entries for the Betty Allen History Award should be submitted in narrative form and remember to type the chapter name, number, and location on the title page. The deadline is May 1 and three (3) copies should be submitted; one copy with no holes. Two of the copies will be returned, with the score sheets, after convention. Contact Betty at her address/phone listed in the yearbook or at her email address: [bcwccason@adelphia.net](mailto:bcwccason@adelphia.net).

**LAMPLIGHTER EDITOR -** (Dot Harcum) ☺

The Spring issue of the Lamplighter is complete and copies that were not distributed this morning have been placed in the chapter folders. Thanks to all who subscribed, submitted articles and information, and to those who have conveyed their enjoyment from reading the news bulletin. I exercised the prerogative of any good newspaper editor and did just that - edit the articles for each issue due to space, clarification, timeliness, or applicability. Someone said, "be not concerned nor be surprised if what you do is criticized; there are folks who usually can find some fault with every plan; mistakes are made, we can't deny, but only made by those who try." Thanks to Theresa for having confidence in me and allowing me this opportunity to serve.

**LEADERSHIP CHAIRMAN -** (Sue Boyd/Bev Scott) ☺

Sue Boyd thanked everyone for attending the 2000 VSC Leadership Conference in Winchester and deemed it an unqualified success.

Bev Scott, 2001 VSC Leadership Chairman, asked that everyone make plans to join the Past Presidents' Auxiliary for a Fall Get-a-Way in the Shenandoah Valley on Saturday, October 6, 2001 at the Holiday Inn Conference Center, Staunton. Room rates have been set at \$75.00 plus tax and registration forms will be included in the June 2001 VSC meeting chapter folders.

**PHILANTHROPIC CHAIRMAN -** (Robin Bellamy) ☺

The ESA Philanthropic year ends March 31 and the reports must be postmarked by April 10<sup>th</sup> in order to qualify for this year's awards.

**PUBLICITY -** (Cindy Maxwell) ☺

A list of judged publicity items has been placed in each chapter folder. The Sandy Reed Publicity Award must be postmarked by May 1. Cindy's new email address: [cindym129@home.com](mailto:cindym129@home.com). Please do not allow this award to be eliminated by not participating.

**SCRAPBOOK -** (Bev Scott)

If you did not bring them with you today, please send pictures to Bev as soon as possible.

**SERC PROJECT DIRECTOR -** (Carol Campbell) ☺

A check in the amount of \$420.00 will be issued to SERC. This reflects donations from 4 chapters plus contributions for the fantastic Elizabeth Arden products from ESA members, friends, and associates. I will accept any additional donations today.

**SOCIAL DIRECTOR -** (Sheen Childress) - report given by Janine Byers ☺

Sheen was absent due to illness. The April report is to be postmarked on or before May 1. The best 9 events from each chapter that have been reported on time will be considered for judging.

STATE PROJECT DIRECTOR - (Judy Williams) ☺

We are not quite half way to our goal so I am anticipating lots of mail in the next few weeks. A copy of the Dot Harcum Virginia State Project Award has been placed in the chapter folders and is due by May 1. The Camp Fantastic Spring Carnival Weekend is slated for Saturday, April 28 with dinner at 6 p.m. and the fair beginning at 7:15 p.m. For more information or to participate please contact Laura Cain @ (540)667-3774.

WORKSHOP COORDINATOR - (Gaynell Harless) ☺

I would like to have 100% participation this year and the workshop brochures are very helpful for those who follow you in your job and to new members learning about ESA and how we do things. All reports are to be postmarked on or before April 30 and if you have a particular need as a workshop presenter, please let me know as soon as possible.

PRESIDENT'S REPORT - (Theresa Seay) ☺

As ESAers, some of our efforts are to encourage and help others, but at times we care more about others than we do ourselves. To some extent that is OK, we are a service-oriented people, but have you recently felt that you didn't have time to pursue your dreams. Think of what type of example you are setting and what message you are sending by telling others they can become or do anything when you sit back and make a million excuses why you can't or won't do something yourself. I find most people learn more by example than by hearing or reading. If you want the best for your families and friends, then you need to convince yourself first. So I ask you once again, "What would you do if you knew you couldn't fail?" Don't think of yourself as burned out, but as someone who once had a flame, which I'm sure is still smoldering there somewhere. Figure out what it will take to refuel that flame and take the responsibility to encourage others to pursue their dreams by showing them through our example.

### UNFINISHED BUSINESS

MINUTES OF THE JUNE 23, 2000 VSC MEETING - (Betty Cason/Roxie Toth)

Minutes of the June 23, 2000 VSC General Board Meeting have been approved as republished. Theresa thanked these ladies for their continued patience and the committee was dismissed.

IC CANDIDATES FUND - (Mildred Edwards)

Current balance = \$540.00. Any additional donations will be accepted and appreciated.

### NEW BUSINESS

Candidates for 2001-02 VSC Elected Officers presented as follows from the Nominating Committee:

President - Melody Clark, Theta Mu

1<sup>st</sup> Vice President - Brenda Orebaugh, Beta Omicron

2<sup>nd</sup> Vice President - Sue Foy, Beta Kappa

Recording Secretary - Cindy Maxwell, Beta Kappa

Corresponding Secretary - Eveleen Harrison, Theta Mu

Treasurer - Lynne Rightmyer, Beta Sigma

Parliamentarian - no candidate

Jr. Past President - Theresa Seay, Beta Sigma

Following the presentation of the above slate of officers, Gaynell Harless, Beta Delta, volunteered to enter her name as a candidate for the office of Parliamentarian.

## ANNOUNCEMENTS

1. Chinese Auction to be held immediately following close of this meeting.
2. Pickup and sign for chapter folders.
3. Next issue of *The Day Dreamer* will be mailed the end of April. Please send information to be included to Theresa before that time.
4. VSC State Convention - May 18-20, 2001, Holiday Inn Koger Center South, Richmond, VA
5. End-of-year reports due to Diane McLane today for inclusion in the convention brochure.
6. Workshop information is due today or by April 30 to Gaynell Harless.
7. VSC 2<sup>nd</sup> half chapter dues due by April 1<sup>st</sup>.
8. SERCH available for \$5.00 for 2 issues; contact Beth Sherron.
9. The Past Presidents' Auxiliary will meet in Room 16 immediately following this meeting.
10. A total of \$170 each will be donated to the Disaster Fund and ESA Foundation from the convention registration raffle.
11. Any items to be donated for the bags to be handed out at SERC registration should be given to Sharon Shaffer.
12. Thinking of You/Prayer List: Shirley Krista (heart problems but currently at home); Barbara Smith (father passed away); Melody Clark (brother passed away); Martha Linari (recovering from bypass surgery); Kelley Webb (ill due to pregnancy but doing better); everyone traveling today.

There being no further business, this meeting was adjourned at 12:00 noon followed by the recitation of the Closing Ritual.

☺ - Denotes reports attached in their entirety to the permanent copy of the minutes.

Beverly M. Wright  
Signature: Beverly M. Wright, VSC Recording Secretary

April 15, 2001  
DATE

Gaynell Harless, bmu  
Signature: Gaynell Harless, Beta Delta

April 23, 2001  
DATE

Nicole Lewis, bmu  
Signature: Nicole Lewis, Theta Mu

April 19, 2001  
DATE

3-23-2001

### PROPOSED BY-LAW AMENDMENTS

Presented March 24, 2001

#### ARTICLE XII, Section 2, paragraph n, currently reads:

The Publicity Director shall work with the chapters' Publicity Chairmen, ensuring that all newsworthy activities for the state and chapters are widely publicized. She shall serve as chairman of any publicity contests and awards as outlined in the Standing Rules of the VSC. She shall forward publicity reports as required to appropriate IC officers and/or ESA Hdqs., and shall prepare and conduct a publicity workshop for the convention.

See - more  
Amending 2nd

#### Add after first sentence:

She shall submit articles and/or photos publicizing VSC activities to *The Jonquil* and *The SEARCH* at least twice a year.

**Reason:** To publicize the VSC and share ideas with our ESA sisters through our regional and international magazines. Articles/photos should be VSC-related events (such as meetings, Leadership Conference, etc.) rather than those submitted by individuals or chapters publicizing their accomplishments/events.

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#### ARTICLE XII, Section 2, - add entire subsection:

The SERC Coordinator shall work with the SERC States' Coordinator promoting the SERC throughout the year including promoting VSC attendance at the SERC Conference. She shall also serve as the coordinator for any SERC fundraising projects.

See - more  
June 01 2001

**Reason:** To increase awareness of the SERC, promote attendance at its annual conference, and increase participation with SERC fundraising projects. Many members, both new and not so new, are not aware of SERC, its purpose or its projects. This has been a special appointment in the past and since it has become a repeated special appointment, it would be logical for it to become an appointed officer.

To insert it into the by-laws in alphabetical order, it should go in as paragraph p.

**If passed, ARTICLE XII, Section 2, paragraph P will become Q and Paragraph Q will become R.**

\*\*\*\*\*



**ARTICLE XII, Section 3, paragraph a, currently reads:**

*See - now  
Burdette  
word*

The Auditing Committee shall consist of two (2) members appointed by the President. The committee shall audit the records of the Treasurer and the Project Director as soon as possible after the convention and forward copies of the audits to the President, the Treasurer, and the Project Director. The committee shall submit a report of the audits at the next meeting following completion of the audits. The committee shall be responsible for performing other auditing duties upon the request of the Executive Board.

**Change to read:**

*add  
amplify  
a  
convention  
to send  
30 days.*

The Auditing Committee shall consist of two (2) members appointed by the President. The committee shall audit the records of the VSC Treasurer, the Project Director, <sup>+ amplified within 30 days</sup> and Convention Treasurer, as soon as possible after the convention and forward copies of the audits to the President, the Treasurer, the Project Director and Convention Treasurer. The committee shall submit a report of the audits at the next meeting following completion of the audits. The committee shall be responsible for performing other auditing duties upon the request of the Executive Board.

~~Reason: In the event of the VSC bonding the Convention Treasurer, the books should be audited. With the PPA Treasurer, the PPA's should appoint their own Audit Committee.~~

*This is a recommendation of the Audit Committee.*

\*\*\*\*\*

**ARTICLE XIII, Section 9, currently reads:**

*See - now  
P. Burk  
word*

A candidate sponsored by the VSC for an elected position on the IC shall receive financial support from the VSC treasury in the amount of \$100 to be used for campaign expenses in her bid for office.

**Change to read:**

A candidate sponsored by the VSC for an elected position on the IC <sup>Burdette</sup> shall receive financial support from the VSC treasury in the amount of \$100 to be used for miscellaneous expenses at her discretion.

**Reason:** IC is no longer using campaign favors; however, running for an elected IC position is very expensive and this would help to defer a small part of the expense. This would strictly be a token from the VSC to show support for the candidate.

\*\*\*\*\*

**ARTICLE XIII, Section 11, currently reads:**

Bonding fees for the Treasurer and the Project Director shall be paid from the VSC treasury.

**Change to read:**

Bonding fees for the VSC Treasurer, the Project Director, Convention Treasurer, and PPA Treasurer shall be paid from the VSC treasury.

**Reason:** A lot of money goes through both the Convention Treasury and PPA Treasury (including Leadership monies), sometimes a lot more than through the VSC treasury. ~~The current bond is for \$2,000 and we are charged \$69 for 3 years. (\$23 a year for each position.) We will need to increase the amount on the Convention Treasurer and more research will have to be done on that exact expense.~~ The actual position is bonded, not the person so it would not have to change every year. This was a recommendation by the Audit Committee of last year.

Another position that was discussed was the News Bulletin Editor. In past practice, she has collected the checks made payable to her and paid the bills as the year progressed. This does not allow for checks and balances for that office. I recommend that she continue to determine the subscription rate however, checks should be written to VSC and all invoices paid through the VSC treasury. I don't see where a by-law change is necessary as none of the other appointed officer descriptions explain that funds should be turned over to the VSC and all expenses paid through the VSC.

\*\*\*\*\*

Sue Ellen Danielson, VSC Parliamentarian

*\$104 3yr. \$10,000 Bond*

*Current bonding \$2000/position - \$69/3 yr. x 4 pos \$207  
Possible bonding \$10000/position - \$104/3 yr. x 4 pos \$416  
The exact amount of bonding will be determined at the budget approval process for 2002-2003.*

Standing Rules of the Virginia State council  
Epsilon Sigma Alpha International

Proposed change---(submitted by Margaret Schools and Vilma Graves)  
Standing rule 8, Q. Yearbook Award - VSC

*Proposed  
Sec - 2nd  
Passed*

Now reads: The Chairman of this award shall be the Corresponding Secretary. She shall be responsible for securing three (3) judges, none of whom shall be affiliated with ESA.

Change second sentence to read: She shall be responsible for securing three (3) judges from the Past Presidents Auxiliary.

Reason: It is very difficult for outside people who are unfamiliar with everything we do in our organization to judge these yearbooks. Past Presidents are familiar~~x~~ with all categories and would therefore be better to judge.

Other changes to 1. Physical Appearance 2. Required Material 3. Program, are to break down the points in 1 & 3, rearrange some of the categories, add or change a few words to make it more "user friendly" for members putting the book together and persons judging.

o. **Yearbook Award - VSC**

The Chairman of this award shall be the VSC Corresponding Secretary. She shall be responsible for securing three (3) judges, none of whom shall be affiliated with ESA. She shall be responsible for the preparation of the score sheets which shall be returned to the chapter along with their entry. She shall instruct the judges on the scoring system. The deadline for submitting yearbooks for judging shall be the date of the Fall VSC meeting. Yearbooks may be submitted to the Chairman at this meeting or mailed to her prior to the meeting. Entry must be an exact duplicate of the one furnished to the chapter members. Each yearbook shall be judged by the following scoring system:

- (1) Physical Appearance..... 25 points
  - (a) Yearbook should be functional, covers to be serviceable, not necessarily of any particular size.
  - (b) The inside contents should be mimeographed, typed, or printed.
  - (c) The sorority name, chapter name and number, city, state, and year should appear on the cover and/or title page.
  
- (2) Required Materials (not necessarily in this order)
  - (a) Title page and table of contents..... 3 points
  - (b) Sorority colors, flower and motto..... 2 points
  - (c) State elected & appointed officers' names & addresses..... 4 points
  - (d) Chapter officers..... 3 points
  - (e) Chapter past presidents..... 3 points
  - (f) Chapter committees..... 3 points
  - (g) Opening ritual..... 3 points
  - (h) Closing ritual..... 3 points
  - (i) Chapter membership roster, including pledge dates, addresses, telephone numbers, membership numbers, birthdays and wedding anniversaries ..... 3 points
  - (j) Chapter projects..... 3 points
  - (k) Founders' Day activities..... 1 point
  - (l) VSC Convention date and place..... 2 points
  - (m) SERC Conference date and place ..... 1 point
  - (n) IC Convention date and place..... 1 point
  - (o) Dues with due dates for individual members' chapter dues and chapter's dues to the VSC and the IC ..... 3 points
  - (p) Meeting dates for chapter, district (if applicable), state (including Leadership Conference)..... 3 points
  - (q) Meeting sites - names of hostesses ..... 3 points
  - (r) Order of Business..... 2 points
  - (s) Chapter bylaws and, if used, standing rules..... 3 points
  
- (3) Program
  - (a) Theme (you may use one theme for all four (4) categories or list the theme used for various programs)..... 5 points
  - (b) Calendar of events (include outline for rushing programs, social events, philanthropic projects and educational programs)..... 20 points

## VSC CHAPTER YEARBOOK AWARD CONTEST

The Chairman of this award shall be the VSC Corresponding Secretary. She shall be responsible for securing three judges from the Past Presidents' Auxiliary. She shall prepare the score sheets, which shall be returned to the chapters along with their entry. The deadline for submitting yearbooks for judging shall be the date of the Fall VSC meeting. Yearbooks may be submitted to the Corresponding Secretary at this meeting or mailed to her prior to the meeting. Entry must be exact duplicate of the one furnished to chapter members. Yearbooks shall be judged by the following point system.

	<u>POINTS</u>
<b>1. Physical Appearance</b>	
a. Yearbook shall be judged on arrangement, neatness and clarity. Covers are to be serviceable, not necessarily of any particular size.	15
b. Inside contents shall be neat, legible and in an easy to read typeset.	5
c. The sorority name, chapter name, number, city, state and year shall appear on the cover and/or title page.	5
<b>2. Required Material</b>	
a. Title page and table of contents	4
b. Sorority colors, flower and motto	2
c. Opening and Closing Rituals	3
d. Chapter Budget	2
e. Order of Business	2
f. Chapter officers	3
g. Chapter committees	3
h. Chapter past presidents	3
i. Chapter membership roster, including pledge date, address, phone number, birthday, (if applicable) wedding anniversary and e-mail address	4
j. Chapter meeting sites and hostesses	2
k. <del>Dues with due dates for individual International and Chapter dues.</del> Chapter dues to the VSC and International Council.	3
l. Meeting dates for Chapter, District (if applicable, no extra points given), State and VSC/PPA Leadership Conference.	3
m. Founders Day (include date, site <sup>and</sup> <del>and program</del> )	2
n. Chapter Projects (philanthropic, ways and means)	4
o. Chapter bylaws and standing rules	3
p. State elected and appointed officers' names and addresses	3
q. VSC Convention date and place	2
r. SERC Conference date and place	1
s. IC Convention date and place	1
<b>3. <sup>Schedule</sup> Calendar of Events/Theme</b>	
a. <del>Calendar of events. Include outline for educational programs, rushing programs, social events and philanthropic projects.</del> <sup>Schedule</sup> <del>Calendar</del> of events. <sup>(may be represented in calendar form)</sup> <del>Include outline</del> for educational programs, rushing programs, social events and philanthropic projects.	20
b. Theme (you may use one theme for all four categories listed above or an individual theme for each.)	5
<b>Total Points</b>	<b>100</b>