

**Minutes
Virginia State Council
Epsilon Sigma Alpha, International
General Board Meeting
Saturday, March 21, 2015**

Prior to the meeting being called to order, President Suzanne Smith led the VSC members in singing “You Are My Sunshine.”

Call to Order:

The Spring General Board meeting of the Virginia State Council of Epsilon Sigma Alpha, International was held on Saturday, March 21, 2015, at the Hospitality House Hotel, Fredericksburg, VA. President Suzanne Smith called the meeting to order at 10:01 am.

Opening Ritual:

Suzanne asked that all stand and join her in the opening ritual printed on the agenda.

Chaplain’s Message: Lynne Rightmyer, Chaplain

In the absence of Chaplain Lynne Rightmyer, President Suzanne read, “Practice What You Preach.” President Suzanne informed the members that Lynne’s brother had passed away.

Welcome:

Sandy Reed, Beta Tau, welcomed everyone to Fredericksburg and thanked everyone for coming.

Minutes Approval Committee:

March 2015 minutes--Sue Foy and Doris Hood

Recognitions:

President Suzanne recognized the following:

- Priscilla Browning for her service as VSC Treasurer 2014-2015 who is resigning from the VSC Executive Board due to health concerns
- Beta Sherron, the newly-appointed interim VSC Treasurer 2014-2015
- The VSC Executive Board, in attendance, Suzanne’s Bunch and her “Conductors”—1st Vice President, Kathy Gibbons; 2nd Vice President, Kristine Williamson; Recording Secretary, Susan Caldwell; Treasurer, Beth Sherron; and Parliamentarian, Brenda Bowersox
- Absent VSC Executive Board members—Corresponding Secretary, Sheen Childress and Jr. Past President, Carol Campbell
- The VSC Appointed Board and Committees, her “Orchestra”
- VSC Past Presidents, her “Composers”
- 2014-2015 VSC Chapter Presidents, her “Chorus”
- First Time VSC Meeting Attendees and/or Reinstated members— Sherry Flesher, Alpha Chi, Kay Merrill, Alpha Chi, Ann Taylor, Alpha Omega, Sharon Davis, Beta Sigma, Dannett Lightcap, Delta Rho, Melissa Grove, Delta Rho, Korinne Grove, Delta Rho, Leslie Bowman, Delta Rho, and Jenny Brunelle, Delta Rho

- Three generations in attendance—Delta Rho members Alice Hudson and her two daughters Debbie Langfitt and Melissa Grove, and Melissa’s daughter, Korinne Grove
- 5th Degree/Certified Volunteer of America--President Suzanne read a letter from Charlotte Carloni, ESA Executive Director announcing that Bev Scott, Zeta Nu Chapter, received her 5th Degree/Certified Volunteer of America

Credentials: Sue Danielson, Lou Ann Wyer, and Peggy Smith (Report scanned)

The credentials report was given by Sue Danielson:

➔ Attendance

Chapters on Roll:	20
Chapters Present at Meeting:	15

VSC Officers Present:	6
Members Present:	56
Élans Present:	0
MAL’s Present:	0
Guests Present:	0
Total Present at Meeting:	62

➔ Number of Votes

VSC Executive Board/Officer Votes:	6	
# Chapter Delegate Votes:		23
Proxy Votes:		0
Total Votes:		29

Quorum: A quorum was declared.

Rules of Meeting:

The Rules of Meeting are a part of the VSC Standing Rules and as such do not need to be read.

Approval of the October 2014 General Board Meeting minutes: Brenda Orebaugh and Marie LaDuke

Marie LaDuke reported that the Minutes of the October 2014 General Board Meeting were approved as corrected.

Suzanne dismissed the committee.

Correspondence: Sheen Childress, VSC Corresponding Secretary

President Suzanne explained Sheen’s absence and relayed her new address, 10812 Haggie Court, Manassas, VA 20112. There is no change in phone numbers or email address.

President Suzanne read a card from Priscilla Browning thanking the members for cards, phone calls, and emails during her illness.

Financial Report (Electronic Report on file)

Treasurer, Beth Sherron presented the following:

- **Financial Report**

- **Checking Account**

- Beginning balance on hand--\$3,731.75 on 10/31/14

- Income--\$1,381.00

- Disbursements--\$1,850.54

- Ending Balance--\$3,262.21 on 3/21/15

- **Savings account**

- Beginning balance on hand--\$6,940.47 on 6/07/14

- Income--\$0.51

- Ending Balance--\$6,940.98

No questions from the membership were brought forward.

Reports from our Composers: The VSC Executive Board members

1st Vice President: Kathy Gibbons (Report scanned)

- Kathy highlighted her attendance at chapter events, Theta Mu's 20th Anniversary Event, Alpha Xi's Prayer Breakfast, and Beta Sigma's Bunco Party, and at the IC Leadership Conference
- She announced the date of June 20, 2015, for the VSC Summer Meeting Time and Location TBD
- She requested members to volunteer for positions on the boards. She still needs a Parliamentarian for the Executive Board and unspecified positions on the General/Appointed Board. She reported that she would appoint a Parliamentarian for each meeting as she has been assured that this is "legal." A sign-up sheet will be posted on a table during the General Board meeting. During the meeting, Debbie Langfitt, Delta Rho, volunteered to serve as Parliamentarian.
- Review of the IC Leadership Conference
Fun events and informative meetings
ALSAC –new projects coming
She announced that the IC Website would be revised in Spring 2015.
BJ Clark and Charlotte Carloni were in attendance.
- Introduction of Slate of Officers for 2015-2016—Kathy Gibbons, President; Kristine Williamson, 1st Vice-President; Susan Caldwell 2nd Vice-President; Lou Ann Wyer, Recording Secretary; Judy Williams, Corresponding Secretary; Peggy Smith, Treasurer; Debbie Langfitt, Parliamentarian; Suzanne Smith, Jr. Past President

2nd Vice President: Kristine Williamson (Electronic Report on File)

- Kristine distributed a Fun Trivia Game to the members at the General Board meeting and awarded prizes for most correct answers.
- She placed Rushing Awards forms in chapter folders
- Kristine reviewed the increased membership—Beta Sigma (2), Alpha Chi (3), and Zeta Nu (3)
- She reported the following membership totals: Total active chapters (20) and 164 members, Online chapter Alpha Nu 19 members, Virginia Tech

chapter 51 members, and MAL's 57 with Total number of members for VSC = 292

- Ideas for increasing membership—She presented ideas such as inviting friends, neighbors, co-workers, and relatives to meetings and events.

Recording Secretary: Susan Caldwell

No report

Corresponding Secretary: Sheen Childress

No report

Treasurer: Beth Sherron

No additional report

Parliamentarian: Brenda Bowersox (Electronic Report on file)

- Brenda presented a review of "Making a Motion"
- She announced that the Proposed Bylaw and Standing Rules changes have been placed in chapter folders and posted on the VSC Website for review by chapters in preparation for voting at VSC Convention May 2015

Jr. Past President: Carol Campbell (Electronic Report on file)

Kathy Gibbons presented Carol's report.

Carol relayed the following:

- Carol was unable to attend the Spring VSC Executive Board and General Board meetings as she is in Colorado for the ESA for St. Jude Coordinators' Meeting
- She provided a Disaster Fund update as follows: over \$1000 collected, 8 chapters donating to date. Kathy will pass the Blessing Tote for donations today. Virginia members have received assistance from the Disaster Fund. She announced that the deadline for donations is May 1, 2015, with checks being made out to ESA Disaster Fund and mailed to Carol Campbell for forwarding to the IC Disaster Fund Chair.
- Outstanding Chapter President Award Form details--Download from VSC Website, Deadline of May 1, 2015 or use corrected copies placed in chapter folders
- New Chapter Presidents' Workshop to be held at VSC Convention with Carol asking new presidents to email her with an RSVP for interest in the workshop
- Accepting of bids for the 2016 and 2017 VSC Conventions—Roanoke Valley will give its 2016 formal bid for 2016 at the VSC Convention

Reports from our “Orchestra”: the Appointed Board—In same order as agenda

Association of the Arts: Nicole Lewis (Electronic Report on file)

President Suzanne read Nicole’s report that informed the members that the revamped Association of the Arts entry form can be found on the VSC website. She noted the entry form dates as follows:

- Postmarked by May 1st for entries being brought or sent to Convention
- May 1st--Literature entries must be received on or before May 1 for prejudging

Awards Director: Diane McLane (Electronic Report on file)

Eveleen Harrison presented Diane’s report as follows:

- Awards trophies should be given to Eveleen Harrison
- Notify Diane of the following awards to be presented: becoming Life Active in 2014-2015, Service Awards, Member of the Year Awards, and Pallas Athene 5th Degree or higher in 2014-2015

State Project Director: Eveleen Harrison (Electronic Report on file)

Eveleen stated that she has received donation checks from the following chapters--Delta Rho, Alpha Chi, Beta Omicron, Alpha Xi, Beta Sigma, Theta Mu, and Alpha Delta.

She announced the Upcoming State Project Events

- ASK Walk—Sign up to walk for the 10th Annual 5K Walk on April 25 in Richmond. The festival features live music, food, and activities for the kids. Awards will be given as well a free ticket for the Flying Squirrels Baseball game later in the evening. Beta Sigma has a team—“ESA—Beta Sigma Chapter”—and everyone is invited to join the team, support the team, or create a separate team.
- Special Love—Contact Dave Smith for volunteer opportunities
- Special Love Spring Family weekend—4/11/15 at 4H Camp in Front Royal with dinner at 6:00 PM and the Carnival beginning at 7:15 PM

Historian: Judi Darden (Electronic Report on file)

Judi thanked VSC members for cards and emails she received during her recent ordeal and surgery.

She reminded members of how important it is to keep the chapter’s history as it is compiled for the Chapter President and the VSC President.

Judi reviewed the requirements for submitting the history per the bylaws (form found on the VSC website) and reminded members of the postmark due date of on or before May 1, 2015.

Chaplain: Lynne Rightmyer

No report

VSC 2015 Convention: Doris Hood and Sandy Reed (Electronic Report on file)

Doris welcomed VSC members to Fredericksburg and highlighted the Central Park shopping and dining area just around the hotel and the Civil War attractions in the area.

Doris reported the following:

- VSC Convention
 - Friday, May 15—Sunday, May 17, 2015
 - Fredericksburg Hospitality House in Fredericksburg

- Hotel rooms contain mini refrigerators, microwaves, and coffee makers
- Hotel contains two restaurants and an IHOP across the street
- Room rate \$89 +tax
- Convention Registration \$145 that includes four meals
- Registration forms placed in chapter folders and can be found at the Credentials desk
- Registration forms can be given to Sandy Reed today
- Questions—Doris Hood phone 703.491.5078 Email Hooddoris@gmail.com
- Sandy Reed added a reminder to the VSC Executive Board to send in only ½ of the registration fee for all officers except the VSC President
- VSC Treasurer Beth sends a check to cover the budgeted registrations fees.
- Reminder to the Executive Board that each member needs to submit a registration form.

Publicity Director: Doris Hood

Doris reported as follows:

- Sandy Reed Publicity Award Forms
 - Placed in chapter folders
 - Found on VSC website www.esa-virginia.com
 - Contest period—May 1st—April 30th
 - Deadline to submit form—on or before May 1st
 - Her address found on the form
 - Questions—Phone 703.491.5078 (h) or 703-401-9007 (c) or by email Hooddoris@gmail.com

Easter Seals: Joy Burton

No report

President Suzanne reminded members that the Easter Seals report form can be found on the VSC website.

Educational—Judy Williams (Electronic Report on file)

Judy reported that she had received reports from 7 chapters; some by mail some by email. She was disappointed in the number of reports sent in. The deadline for submitting March reports is April 10th and April reports are due by May 1st. She reported that to be eligible for awards eight reports must be submitted. She reminded members that Educational is part of our program and she thanked Suzanne for the appointment.

ESA for St. Jude Coordinator: Marie LaDuke (Electronic Report on file)

Marie reported the following:

- “Push to \$200 Million”—new ESA campaign with the goal of meeting the \$200 Million Lifetime donation mark
 - Chapters are encouraged to create new events that raise \$250 or more
 - Eligible events should be submitted to ESA Headquarters to be placed in a drawing and to be considered for a grand prize to be announced at IC Convention Orlando
 - Each chapter event submitted will be highlighted in the monthly ESA News and on the ESA website
 - Deadline for submitting projects is May 31, 2015

- St. Jude Walk/Run to End Childhood Cancer Event—New event name
 - Name changed from The Give Thanks Walk
 - September 26th—new date
 - Volunteer at any Walk if you don't have a Walk in your area
- Broomstick Bash—New name for event
 - IC Challenge at IC Convention in Orlando
 - Must raise at least \$200 or lend support to members planning to take part
 - Marie took a poll of members participating by show of hands
- Booked and Completed Event Forms
 - Submit ESA for St. Jude Award Forms to ESA Headquarters
 - Deadline May 1st
 - Award form placed in chapter folders

Foundation Counselor—Sue Foy

No report

PPA Leadership 2015—Sue Foy and Flora Burns (Electronic Report on file)

Sue reported the following:

- Next PPA Leadership Conference
 - Date—October 3, 2015
 - Location—Double Tree by Hilton Norfolk Airport Hotel
 - Theme—“Live Life’s Dreams”
 - Plans being formulated
 - Guest speaker from the Edgar Casey Foundation who is a dream interpreter
 - Members are asked to submit dreams for interpretation to Flora Burns
 - Guest speaker on the benefits of music in medical treatment

Lamplighter—Sandy Reed (Electronic Report on file)

Sandy reported the following:

- Thanks to officers, chairmen, and chapters for submitting articles to the Fall and Winter Issues of the Lamplighter
- She especially enjoyed all of the trip articles for the fall issue.
- Encouraged the “Wine Map Girls” to submit an article for the Spring Issue
- Deadline Spring Issue—April 15th
- Email submissions to reedsb2@yahoo.com
- Use MS Word if possible making for easier editing
- Include your VSC officer, appointment, or chapter name on the article and in the subject line of the email
- Reminder email to be sent out two weeks before deadline
- The Lamplighter is emailed to the VSC Officers, Appointed Chairmen, Chapter Presidents, PPA's, and the person who sends in an article
- She encouraged members to pass on The Lamplighter to other members

Philanthropic Director: Beverley Wright (Electronic Report on file)

Beverley reported as follows:

- Encouraged chapters to report philanthropic endeavors even if not interested in awards as chapter totals become part of the Virginia state totals

- Recognition of chapters reporting--Alpha Chi, Alpha Nu, Alpha Omega, Alpha Xi, Beta Delta, Beta Kappa, Beta Omicron, Beta Sigma, Beta Tau, Delta Kappa, Gamma Pi, Sigma Chi, Theta Mu, and Zeta Nu
- Deadline for March reports are due on or before April 1, 2015.
- Totals to date
 - Total Hours – 7884
 - Total Actual Money Donated - \$501,710.86
 - Total Value of Goods Donated - \$310,058.51
 - Total Miles – 22,044

Beverly shared a personal philanthropic project that she is using as part of the “Push to \$200 Million” Project—She has been baking cakes for many people for many occasions for many years at no cost. She now will ask for a donation to St. Jude for each cake.

IC Projects Director and Hope for Heroes Director: Bev Scott (Oral reports only)

Bev reported the following:

Emergency Preparedness—Pet and Disaster Safety

Bev asked members to share what a pet means to them

She reminded members that they should have a plan for themselves and for pets

Heat Wave—Bev shared levels of heat waves

IC Literacy Project

Bev asked members to share books read since Leadership

Suggestions for Literacy Projects placed in chapter folders

Hope for Heroes

Bev highlighted Troupons and her chapter project of sponsoring care for soldiers’ pets

Scrapbook Keepers: Amelia Kikos (Oral report only)

Amelia reminded members that scrapbook pages are due to her at VSC Convention in May 2015

SERC Director: Theresa Morris (Electronic Report on file)

Margaret, P-nut, Schools gave Theresa’s report and was available to sell raffle tickets for the last drawing at VSC Convention. She reminded members to bring their raffle tickets to the convention.

To support the goals of the SERC, Theresa announced that she would coordinate the VA State Council fundraiser to benefit the SERC.

The format of the SERC fundraiser is as follows:

- Sell raffle tickets @ \$5 each or 5 for \$20.
- Prizes will be awarded during the year
- The winning ticket goes back into the pool each time.
- 1st prize to be awarded--Leadership Registration fee – drawing at the end of this meeting. **Won by Mildred Edwards**
- 2nd prize to be awarded--Convention Registration fee – drawing at the end of Leadership. **Won by Doris Hood**
- The 3rd and final prize to be awarded--\$100 VISA Gift Card – drawing at the end of VSC Convention.

Social Director: Edna Plancon (Electronic Report on file)

Edna highlighted social events held by VSC chapters such as birthday parties, Christmas parties, exchange of Christmas gifts, and movies. She reminded chapters of the deadline of May 1 for reports for competition.

VSC Webmaster: Mike Smith (Oral report only)

Mike reported that the website is a work in progress and he is updating the site. He asked members to continue to submit items to the Webmaster reminding members that there is a link on the website that goes directly to the Webmaster's email.

Workshops—Sue Stone (Electron Report on file)

President Suzanne gave Sue's report as follows:

- Continuation of the Open Forum Format for Workshops
- Presenters will lead discussions and answer questions
 - ESA for St Jude Coordinator – Marie LaDuke
 - Easter Seals Coordinator – Joy Burton
 - Educational Director – Judy Williams
 - ESA Foundation Counselor – Sue Foy
 - Finance Director – Flora Burns
 - Philanthropic Director – Beverley Wright
 - Publicity Director – Doris Hood
 - Social Director – Edna Plancon
- Recording Secretary Susan will take the minutes of the Workshops/Open Forum

Props, Costumes, Decors for Sharing/Recycling—Susan Caldwell (Electronic Report on file)

Susan encouraged members to continue to submit information to her at susancaldwellva@comcast.net or by mail or by hand delivery for posting on the Props, Costumes, and Décor link on the VSC website. She reminded members that the needed information--description, quantity, dimensions, and color--could be found on the link. She thanked Webmaster Mike Smith for posting the form.

President: Suzanne Smith (Electronic Report included in long agenda)

Suzanne covered the following in her report:

- Events attended
 - SERC Conference in Savannah, GA, St Jude Give Thanks Walk in Fredericksburg, Sigma Chi's Christmas Party, Alpha Xi's Prayer Breakfast, Beta Sigma's Bunco Party, Beta Tau's 45th Anniversary Party, and Alpha Omega's Birthday Lunch
- Requested that board chairs check awards form on the VSC website for accuracy
- Published two additional issues of her President's Newsletter, "The Quarter Notes"
- Highlighted 4 chapter anniversaries—Theta Lambda, 30 years, Alpha Delta, 35 years, Delta Rho, 40 years, and Beta Tau, 45 years
- Encouraged members to join the "Push to \$200 Million" project as outlined by ESA for St. Jude Coordinator, Marie LaDuke
- Polled members who will attend IC Convention Orlando

- Asked members to contact Sherry Suggs and volunteer to be a page at IC Convention
- Reminded members who will work at the Orlando Convention to order an apron from Beth Sherron--\$8 per apron
- IC Representative to the 2015 VSC Convention—IC Treasurer, BJ Voll
- SERC Representative to the 2015 VSC Convention—SERC 2nd Vice President, Lynda Edwards
- Reminded members to sign the two VA photo books to be used as gifts for BJ and Lynda
- VSC Convention Agenda/Program Book—Submit final reports to President Suzanne by May 1
- VSC Convention Ads-- Submit ad(s) to President Suzanne by May 1
- VSC Publicity—Highlights in the Jonquil, ESA website, ESA VA Facebook page

Santa Hugs Collection

President Suzanne collected 44 completed Santa Hugs from VSC chapters.

Agenda Winners—President Suzanne had coded several agenda and awarded a gift to the owners of each of the coded agenda.

Recess/Break

President Suzanne declared a break/recess at 11:28 am and the meeting was reconvened at 11:43 am.

Unfinished Business:

Marie LaDuke, Co-chair, SERC Conference 2016 (Electronic Report on file)

Status of 2016 SERC Conference

Marie reported the following:

- Need for help with the SERC Conference—Sign up sheet available
- Friday Night Mixer will be hosted by Beta Kappa Chapter
- Saturday Night Banquet will be hosted by the VSC PPA's
- Conference Dates—November 4--November 5, 2016
- Theme—"Falling in Love with Virginia
- Hotel Room Rates--\$119 +taxes

New Business:

Proposal for VSC to purchase AV equipment to be used at SERC Conference and VSC events and meetings

- President Suzanne reviewed the proposal –buying AV equipment versus renting AV equipment
- She asked Chapter Presidents to take the information back to the chapters for discussion
- The proposal will be discussed and voted on at VSC Convention 2015

Noteworthy Dates/Announcements:

- The Lucky Numbers drawing will be held immediately following this meeting—Sold out--\$284.00 collected
- Disaster Fund Blessing Tote--\$178.00 collected
- Chapter Folders--Make sure to sign for and pick up chapter folders

- Sign books for the IC and SERC representatives to the VSC Convention
- Dates to Remember
 - 2015**
 - 05/15--5/17—VSC Convention-Fredericksburg Hospitality House Hotel, Fredericksburg
 - 6/20-VSC Summer Council Meeting—Location TBD
 - 7/11—7/19 – 2015 IC Convention—Orlando, FL, “Southern Breeze & Melodies”
 - 10/30—10/31—*SERC Conference—Little Rock, AR* “Rocking in the Rock”

Adjournment/Closing Ritual:

Suzanne adjourned the meeting at 11:50 am with all members standing and joining hands to recite the closing ritual.

Respectfully submitted,
Susan Caldwell
VSC Recording Secretary 2014-2015

Submitted for approval on 4/3/15 to the Minutes Approval Committee:
Sue Foy—Approved on 4/4/15 with no corrections
Doris Hood—Approved on 4/7/15 with one correction