

*Ohio State Council of Epsilon Sigma Alpha
International*

Planning Meeting Minutes
June 16, 2018



The meeting was called to order by President Amanda Rowland at 9:06 am in Dublin Ohio. The Opening Ritual was recited and a Silent Roll Call was taken. Those in attendance were Amanda Rowland, Maddy Kurzynski, Becka Lloyd, Sue Krites, Rose Wagner, Judi Grefer, Judi King, Brenda Meyers, Joan Peddicord, Kathy Solt, Janet Ivers, Becky Karlak, Linda Poppel, Melissa DiRienzo, Shirley Krcmar, Beth Laage, Kathi Silvey, Dawn McCall and Lauren McCall.

The Treasurer's Audit was performed at 8:45 am and it went very well.

Chaplain Kathy Solt gave the Opening thought.

Amanda announced that Kathi Silvey would like to reinstate the association of the arts program and has agreed to serve as Chairman.

Officer Reports:

President Amanda Rowland:

Amanda (Mandy) thanked everyone for coming and serving on the board. She stated what the ground rules for her executive board should be. Amanda reminded everyone that ESA is a volunteer organization. We are here because we want to make a difference. Amanda asked that everyone keep that in mind going forward. She wants everyone to work together and mindful of personalities and jobs and people.

Mandy also said that she looks forward to the next year within each chapter. She would like to focus on bringing new people into the new position so she would like former executive board members to get with their new counterparts to mentor the person who is now in that position. She wants this to be something that carries on into the future. Not to just pass along a box and papers but to really mentor the individual.

She would also like everyone to send photos and other things to add to her scrapbook during her presidency. So please email her what you are able to!

Mandy requested that if anyone is emailing the president to also CC Maddy so that she can jump in when/if necessary.

She reminded everyone that Rose Wagner is running for a MARC position and that Brenda Meyers is running for an IC position as IC Workshop Coordinator. She asked who would be attending MARC and IC this year for sure. She also asked for a head count of who was staying for lunch for reservations.

Vice President Madeleine Kurzynski:

Madeleine (Maddy) thanked Amanda and is honored to work with her. Very exciting to have new ideas and younger folks. Goals:

1. Support president and offer advice

2. Help with business
3. Planning of workshops/conventions
4. Request bids for conventions
5. Work with convention chair

Corresponding Secretary Becka Lloyd:

Becka reminded everyone to give her everything that needs to be put in all of the chapter folders.

Recording Secretary Tammy Reynolds: Absent – Brenda Meyers and Becka Lloyd filling in for her at this meeting.

Treasurer Sue Krites:

Reports were distributed (see attached).

1. Treasurer's Report June 16, 2018. Balance on hand as of June 6, 2018 \$5,541.90. Balances were verified during audit. 100% dues are received.
2. 2017-18 Comparison Report with 2018-19 Approved Budget.
3. 2018 OSC Convention Report - \$300.72 added to bank account. Rose Wagner asked what the service charges were for. They are tips for the meals. Judi asked what the funds for the bling raffle were used toward and they were to pay for the hospitality suite. Everyone asked that Sue add the monies from the bling raffle and show it in the expenses details.
4. Sue presented an explanation for a separate convention bank account.

Parliamentarian Rose Wagner:

Rose stated that by the September council meeting everyone with email will receive an electronic copy of the proposed by-law changes. Everyone has until the end of January to make any other suggestions and then they are finalized for presentation in March with vote at May convention. Protocol book – done by past presidents. The suggestion was to take appointed officers and duties out and leave them in Appendix A. They are referred to in the by-laws. The executive board can change duties for appointed officers at any time and it will be much easier to update.

Elected officers are still in the by-laws. Elected officers' duties are not able to change in the by-laws without a general membership vote.

Brenda Meyers agreed that moving specific duties into an appendix is fine but also clean up what it says in protocol book before moving them.

Rose stated that we can vote by relative sections at the May convention

Editor Judi Grefer:

Buckeye Jonquil deadlines are listed on the important dates page of the yearbook. Judi would like to see more chapters contribute especially photographs. Judi made Mandy's logo and Amanda thanked her for it.

Junior Past President/Disaster Fund/ OSC Convention Chair Judi King:

Disaster funds are available to ESA members in need. The application is on the ESA International website. We can add it to the Ohio state website. Guidelines were revised in 2017. Checks go directly

to Judi King and should be made out to ESA Disaster Fund. ESA would have been sold and on the market but the disaster fund was the collateral that enabled us to keep ESA so it is important that we give back to the disaster fund.

Convention: Executive board with the help of the general board currently puts on the convention. However, chapters can bid for convention. Judi passed around a list to sign up for different jobs for the next convention, making a committee to assist in planning. Judi wants to have a list set up before convention to delegate responsibilities ahead of time. She thanked everyone in advance. Convention is currently planned for the 1st weekend of May. It was suggested that we do some publicity promo's to get good attendance.

~~***Break for FUN!

Face Yoga ***~~

Advisor Brenda Meyers:

Brenda merely said that she looked forward to this next year and that she has lots of advice for Amanda!

Awards Joan Peddicord:

Joan has no firm plans yet but she will have something later. She has the templates for all of the awards that she needs.

Chaplain Kathy Solt:

Kathy discussed her duties for the coming year:

1. Perform any thoughtful acts before meetings
2. Notify HQ death of a member. Pass on the IC chaplain reports to the members, sharing needs of sisters around the country.
3. Send cards as needed for health, sympathy and celebration.
4. Perform Memorial service at convention.

She let us know that Gamma Kappa member Judy Harris' son passed away from a drowning incident.

Easter Seals Janet Ivers:

Lauren spoke at the March meeting. She sends updates for different opportunities. New program in greater Cincinnati area. Janet Ivers is to send contact info for Columbus to Pi xi so that they can make connection. Initiate opening minds through art. Miami university and reached OMA work with adults with dementia (receive training) program itself is a 10 week for 2 hours a week. 1 on 1 with same individual each week. Starting in September. She is finding out more information. It is in Blue Ash close to Ronald Reagan highway. Maybe after hours?
Cincinnati office does veterans/military and has a new director, Mr. Scott Roberts. There is a veteran's walk that will represent 22 veterans committing suicide per day. It will be held Sept 22. It will go towards Joseph house.

Easterseals events: Kathy Solt has some new ideas with the tea or may change up the tea entirely. They have a few ideas (Gamma Kappa) but nothing solid yet. Early fall.

Shirley informed everyone that the registration for the Zoo Run will be held in Cleveland in July. It's an Easterseals event.

Educational Becky Karlak:

She loves the educational program and wanted to take the office because she enjoys it. It can attract new members. She will send out an email with forms. Share ideas with the educational by the 10th of every month.

Rose stated that the end date for Gold Link Award is March 31st. April & May go to the following year. Kathy Solt suggested we should communicate our educationals through the Jonquil.

Amanda stated that Kay Buckley's idea for Pi Xi is to gear ESA educationals to focus on the traditions of ESA that many may not know. We can bring it back to more traditional roots. The suggestion was that we could also create something to present at state meetings.

ESA Foundation Sandy Fuller

Rose will assist Sandy and the Foundation will merge with Youth award.

ESA for St. Jude: Linda Poppel/Melissa DiRienzo

Sue Krites is Linda's mentor.

"Let's Grow Some Money for the Kids" Collect change throughout the year from each chapter. They will create a centerpiece for the Awards Luncheon. There was a suggestion to have an award for the prettiest planter. So decorate the pots for the awards luncheon

Kathy Solt stated that we should find more updates from St Jude and personal stories. Have the chairman send chapter's information. Promote more ESA stuff. The hope is to share more ideas for things we can do as in special projects for St Jude. She also thought that we could do a special project for Easterseals too? Judi G. suggested that we could do state projects in March and September. September meeting -Alzheimer's.

Marc Reps Brenda Meyers and Shirley Krcmar:

Several members are going to MARC in South Dakota. Several members will attend MARC meeting at IC convention where Judi G and Brenda will be promoting the 2019 MARC Conference. Registration for MARC is beginning soon. Shirley has registration forms and other handouts. There is a MARC link on the Ohio website as well. There will be a reverse raffle this year instead of many raffles. We don't need to take any state donations as yet.

Maddie will be going as Ohio delegate in Mandy's place. Be sure to turn in registration receipts covered in Ohio's budget.

Membership Committee Joan Farabee and Diane Adams:

They will have a membership plan in September per Judi King

Philanthropic Kay Buckley:

Current State Projects: MS and Alzheimer's . Kay would like chapter's ideas for state projects submitted with descriptions to share with the state so we understand some of the other opportunities. Since the deadline for nominations is not until March and vote in May it was suggested that chapters send Kay their suggestions for publication in the BJ. Pi Xi could do something for the August BJ then others in the following issues.

Social Nancy Bolander and Beth Laage:

Fun things planned for September and March meetings and May convention. There was a question about money in treasury for having someone come in at the convention? Nothing is in the budget for it currently...executive board can vote to pay expenses.

Social Media Becka Lloyd:

Please send anything to Becka that you want advertised on the Facebook sites. Willing to open up Instagram if anyone wants it. Becka is also offering to teach classes on how to use Facebook if needed.

Special Projects Kathi Silvey:

Kathi would like to encourage bringing chapters together to forge new connections to bring us closer. Attendance to council and convention...it can be overwhelming. So forge new connections across the chapters. Some ideas. Would like to hear any kind of ideas or projects. Email Kathi any ideas for projects not just at March meeting but all year round. Even an individual level. There are several opportunities this year:

- Sojourners has prenatal program. Kathi would send out some information with things they need for moms and babies. Possible Baby shower mixer to do at a meeting.
- Hope over Heroin - partner with them to help them out. Several events throughout the area.
- Project Lioness. Contact children services if we are allowed to do something for the kids. Blankets/security types of things. Something to assist with foster care and new mom's.
- Trip to Amish country...could add on money to donate to the disaster fund
- Fill Backpacks
- Hope for Heroes. Brenda's son has a unit in South Korea if you would like to send care packages or cards. Brenda will get a wish list to send with their address with the updated rosters. They will be returning in late October.

Gamma Kappa is doing something with the Mason's and Honor Flight. They are working with them to get ESA out there. With the Mason's they will sponsor and provide raffle items.

Ways and Means Brenda Meyers:

At the 2019 OSC Convention we will have a "Theme basket raffle." Each chapter brings a basket of goodies related to their theme i.e. sports, coffee, wine, date night etc. We will have a sign-up sheet at the September Council meeting so we do not have duplicates.

Webmaster Judi Grefer:

The new website is up and working well. Judi has already had two requests for membership on the site. Judi wants and needs photographs and information from events!

Youth Award Sandy Fuller and Rose Wagner:

Putting this together with ESA Foundation chair. Candidates do not have to come from that venue. Youth award application is open to anyone, just direct them to the site.

15 mins- Break – Meet up with old/new officers

Council Meetings/Convention:

September: Sigma Chi on September 8th 2018 at St. Columban Church (St Brigid Room)
Address: 894 Oakland Road Loveland Ohio 45140

March: Pi XI, Date: TBD Place: McCauley Center Urbana, Ohio (tentatively)

OSC Convention: TBD May 2019 – possibly the first weekend

New Business:

September mtg:

1. Mandy has asked Joan Peddicord to present “Pin Etiquette” - How, when, and where to wear the pins.
2. Speaker from Alzheimer Association

Please make sure to review the roster. Changes:

1. Chaplain Kathy Solt’s phone is last 4 digits 7485
2. Easterseals Janet Ivers house number is 9064
3. Social Beth Laage no longer has land line.
4. Secretary Tammy Reynolds – change house number to 2409.

Updates to Important Dates to Remember:

1. St. Jude Walk/Run in Cleveland is September 29th

“Lighting Up the Queen City” 2019 MARC conference: signed a contract with the hotel for Oct 11-13 2019 @ Embassy Suites River Center. Reminder of assignments for events etc.:

- a. Chair – Judi Grefer
- b. Co-chair – Brenda Meyers
- c. Treasurer – Rose Wagner
- d. Registration – Sue Krites/Beth Laage
- e. Speakers/Workshops – Delta Chi
- f. Friday Lunch – Delta Gamma and Pi Xi
- g. Friday Night Mixer – Gamma Kappa
- h. Saturday Luncheon – Sigma Chi
- i. Saturday Dinner – Beta Psi and Gamma Beta
- j. Market Place – Brenda Meyers & Sue Krites

Those able to stay for lunch should meet at nearby Bucco i Beppo.

The meeting was adjourned and the closing ritual was recited.

Submitted by *Rebecca Lloyd* and *Brenda Meyers* for Recording Secretary Tammy Reynolds

Approved by President *Amanda Rowland*

Date: _____



Important Dates to Remember:

June 16, 2018	Ohio State Council Planning Meeting
June/July 1, 2018	Ohio State Dues to Sue Krites
July 18-22, 2018	ESA IC Convention "Sunshine and Celebrations"
August 1, 2018	Chapter/State dues to IC Treasurer
	Buckeye Jonquil Articles due to Judi Grefer
August 5, 2018	PI XI's Ticket/Quarter Auction for St Jude Lascala, Dublin, Ohio
September 15, 2018	Tax facts due to IC
September 8, 2018	September Council Meeting Hosted by Sigma Chi
September 22, 2018	St Jude Walk/Run – Cincinnati & Columbus
September 29, 2018	St Jude Walk/Run - Cleveland
October 12-14 2018	Party on the Plains Marc Conference Sioux Falls, SD
November 1, 2018	REMARC Articles Due to New Editor
January 4, 2019	Buckeye Jonquil Articles due to Judi Grefer
January 31, 2019	Proposed by law changes to Rose Wagner
February 1, 2019	Submit State Philanthropic Projects to Kay Buckley
March 1, 2019	ESA Foundation Dues Deadline
March ___, 2019	March Council meeting Hosted by Pi XI
March 26, 2019	Buckeye Jonquil articles due to Judi Grefer
April 15, 2019	OSC Philanthropic Reports due to Kay Buckley
May ___, 2019	OSC Convention

Educational reports are due to Becky Karlak the 10th of the following month in which the educational is presented.

June 16, 2018 Board Meeting Treasurer's Report

Balance on hand as of May 5, 2018 OSC Convention \$ 5504.57
Income

Reimbursement from Convention Fund	\$ 45.59*
Beta Psi Chapter/Members' Dues	\$330.00
Delta Chi Chapter/Members' Dues	\$600.00
Delta Gamma Chapter/Members' Dues	\$180.00
Gamma Beta Chapter/Members' Dues	\$150.00
Gamma Kappa Chapter/Members' Dues	\$420.00
Pi Xi Chapter/Members' Dues	\$240.00
Sigma Chi Chapter/Members' Dues	\$690.00
MAL Sue Krites Dues	\$ 30.00

Total Income \$ 8190.16

Expenses

Grace Coakley (OSC Outstanding Yourth)	\$500.00
Judi Grefer (Website and New ProSite)	\$154.00
Brenda Meyers (Approve Special Project)	\$ 22.95
OSC Convention Fund (Sherry Day Full Reg)	\$ 90.00
OSC Convention Fund (Lunch for 2 Guests)	\$ 60.00
Judi King – Presidents Expense Fun	\$200.00
Amy Hudoba – Secretary Expense Fund	\$ 52.00
Madeleine Kurzynski – Chaplain's Expense Fund	\$ 36.50
Kathy Solt – Social Chairman – Misc Expense Fnd	\$ 9.80
Nancy Bolander – Awards Chairman Exp. Fund	\$ 11.91
Judi King – Reimbursement for Sherry Day Hotel	\$335.27
Amanda Rowland – Vice Presidents Expense Fund	\$ 49.77
Sue Krites – Reimbursement for Pres. Gavel Guard	\$ 26.00

Total Expenses \$1548.20

Balance on Hand/Check Book as of June 6, 2018 \$6641.90

*Note: Paid Amy Hudoba \$52.00 from the OSC General Fund under Secretary Expenses, \$45.59 of that was for Convention Expenses. Needed to reimburse the General Fund for the overpayment from the Convention Fund.

2018-19 Paid Chapter	# of Paid Members
Beta Psi	10
Delta Chi	19
Delta Gamma	5
Gamma Beta	4
Gamma Kappa	13
Pi Xi	7
Sigma Chi	22
MAL – Sue Krites	<u>1</u>
Total Paid Members	81

Ohio State Council 2017-2018 Budget			Comparison	Ohio State Council 2018-2019 Proposed Budget		
Income	2017-2018 Approved	2017-2018 Actual	2018-2019 Approved	Actual		
Balance Forward	\$ 5,500.00	\$ 5,473.15	Balance Forward	\$ 5,473.15	4001.96 Bal forward 2017-18	
Ways and Means	\$ 350.00	\$ -	Ways & Means	\$ -		
Membership Dues (80@\$30)	\$ 2,400.00	\$ 2,460.00	Membership Dues (93@\$30)	\$ 2,790.00	(81@\$30) \$2430.00 2018-19	
Council Dues (06 chapters@\$30)	\$ 180.00	\$ 180.00	Council Dues (07 chapters@\$30)	\$ 210.00	(7 Cpt @ \$30) \$210.00 2018-19	
Council Meeting Loan	\$ 100.00		Council Meeting Loan	\$ 100.00		
Convention Meeting Loan	\$ 100.00		Convention Meeting Loan	\$ 100.00		
OSC Convention Income		\$ -	OSC Convention Income	\$ -		
? Anonymous Donation to Council for next 8 years	\$ 1,500.00	\$ 1,500.00	Anonymous Donation to Council for next 7 years	\$ 1,500.00		
Note Reimbursement from Convention Fund		\$ 45.59				
	Total \$ 10,130.00	\$ 9,658.74	Total	\$ 10,173.15	Ck Book Bal. \$6641.96 as of 6/6/18	
Expenses						
Officers			Officers			
* President Fund	\$ 200.00	\$ 200.00	President Fund	\$ 200.00		
First Vice President	\$ 50.00	\$ 49.77	First Vice President	\$ 50.00		
Note Recording Secretary	\$ 50.00	\$ 52.00	Recording Secretary	\$ 50.00		
Treasurer	\$ 25.00	\$ -	Treasurer	\$ 25.00		
Parliamentarian (Printing By-laws)	\$ 25.00	**** \$ 226.65	Parliamentarian (Printing By-laws)	\$ 25.00		
Editor	\$ 100.00	\$ -	Editor	\$ 100.00		
Jr Past President (Nominating Committee)	\$ 25.00	\$ -	Nominating Committee	\$ 25.00		
Association of the Arts	\$ 62.00	\$ -	Association of the Arts	\$ 62.00		
Awards Chairman	\$ 50.00	\$ 11.91	Awards Chairman	\$ 50.00		
Chaplain	\$ 35.00	\$ 36.50	Chaplain	\$ 35.00		
Educational Director	\$ 12.00	\$ -	Educational Director	\$ 12.00		
*** Foundation Counselor	\$ 100.00	\$ -	Foundation Counselor	\$ 100.00		
* Historian/Scrapbook	\$ -	\$ -	Historian/Scrapbook	\$ -		
**** Membership Chairman	\$ 500.00	\$ -	Membership Chairman	\$ 500.00		
Philanthropic Chairman	\$ 12.00	\$ -	Philanthropic Chairman	\$ 12.00		
Ways and Means Chairman	\$ 12.00	\$ -	Ways and Means Chairman	\$ 12.00		
Other Chairperson(Kathy Solt -Social)	\$ 20.00	\$ 9.80	Other Chairperson	\$ 20.00		
Dues			Dues			
* International Dues	\$ 45.00	\$ 45.00	International Dues	\$ 45.00		
ESA Foundation Dues	\$ 15.00	\$ 15.00	ESA Foundation Dues	\$ 15.00		
Meetings, Conventions & Seminars			Meetings, Conventions & Seminars			
OSC Convention Expense	\$ -	\$ -	OSC Convention Expense	\$ -		
* IC Rep to State Convention (reg, lodging, gift)	\$ 400.00	\$ 425.27	IC Rep to State Convention (reg, lodging, gift)	\$ 400.00	Based on Current market price	
MARC Conference Registration (split with 2 delegates)	\$ 60.00	** \$ 90.00	MARC Conference Registration (split with 2 delegates)	\$ 180.00	Increase to \$90 for each delegate	
*@ MARC Conference Registration for OSC President	\$ 90.00	** \$ 180.00	MARC Conference Registration for OSC President	\$ 90.00		
! IC Convention-President (reg, lodging, transportation)	\$ 800.00	*** \$ 1,600.00	IC Convention-President (reg, lodging, transportation)	\$ -	Paid for 2018 IC 3/10/18	
* OSC Nominee to IC Executive Board	\$ 25.00	\$ 25.00	OSC Nominee to IC Executive Board	\$ 50.00	Increase to \$50	
* IC Leadership Seminar 1st VP(reg, lodging, transport)	\$ 975.00	\$ 926.93	IC Leadership Seminar 1st VP(reg, lodging, transport)	\$ 975.00	Based on Current market price	
(Leadership Reg. \$610, Leadership airfare \$285.80)			(Leadership Reg. \$625, Leadership airfare \$343)			
* OSC Leadership Seminar (expenses)	\$ 50.00	\$ -	OSC Leadership Seminar (expenses)	\$ 50.00		
&& Luncheon for Guest(s)@ OSC Convention	\$ 50.00	\$ 60.00	Luncheon for Guest(s)@ OSC Convention	\$ 50.00		
Miscellaneous			Miscellaneous			
OSC Workshop Expense	\$ 50.00	\$ -	OSC Workshop Expense	\$ 50.00		
* Council Meeting Loan	\$ 100.00	\$ -	Council Meeting Loan	\$ 100.00		
* Convention Loan	\$ 100.00	\$ -	Convention Loan	\$ 100.00		
^ Treasurer Bond Fee	\$ -	\$ -	Treasurer Bond Fee	\$ -	***	
Miscellaneous Expenses(MARC Basket)	\$ 50.00	\$ -	Miscellaneous Expenses(MARC Basket)	\$ 50.00		
OSC Web Site Expense	\$ -	\$ -	OSC Web Site Expense	\$ -		
### Domain Name	\$ 15.00	\$ 10.00	Domain Name	\$ 15.00		
### Site Charges 9.95/month for 12 months	\$ 120.00	\$ 144.00	Site Charges 9.95/month for 12 months	\$ 120.00		
**** Outstanding Youth Award	\$ 500.00	\$ 500.00	Outstanding Youth Award	\$ 500.00		
Misc Expense-Brenda Meyers EX Board Approved		\$ 22.95				
Reimburse Sue Krites for Pres. Gavel Guard		\$ 26.00				
New Chapter Chartering Members Fee	\$ -	\$ -	New Chapter Chartering Members Fee	\$ -		
??? Bank Fees			Bank fees	\$ 0.00		
??? OSC Convention Expense(Pd from sperate ck account)			OSC Convention Expense		Paid from Separate Cking Acct.	
	\$ 4,723.00	\$ 4,656.78		\$ 4,068.00		
		\$ 5,001.96	Proposed carry forward for 2018-2019	\$ 6,105.15		
		\$ (1,000.00)	Donation to Diaster Fund			
		\$ 4,001.96	Actual Check Book Balance as of June 6, 2018			
Notes			Notes			
** Reimburse for 2016-17 OSC President and MARC Rep for 2016 MARC Conference			Required by By-laws			
***Reimburse 2018 OSC President representing OSC AT 2018 IC			* Line item changed at Winter Council Mtg 3/10/07			
****Reimburse for Printing of proposed By Laws Standing Rules approved by Ex. Board at March 10, 2018 Mtg.			**** Line item changed at Winter Council Mtg 3/13/05			
			**** Line item changed at Winter Council Mtg 4/21/04			
			### Added to the OSC By-Laws At 2006 OSC Convention			
Note In advertency paid Amy Hadoba for Convention Expenses out of the General Fund reimbursed General Fund \$45.59 from Convention Fund Ck 1201 - 5/15/18			@ Line Item added at the 2007 OSC Convention			
			^ Cancelled by membership vote			
			&& Line Item added at the 2007 OSC Convention			
			! Line item changed at Winter Council Mtg 3/14/15			
			? 1/2015 notec from The Greater Cincinnati Foundation that OSC is recipient for next 10 yrs of Anonymous support of operating expenses			
			3 Line item changed at Leadership 10.03.15			
			??? Not a budgeted item -- Paid from separate Convention fund checking acct est. 4/11/2018			
			*** Cancelled Bond by membership vote 9/2016			