

Southeast District Convention Minutes
March 21st, 2014 – March 23rd, 2014





TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Table of Contents

Schedule of Events	3
Session Minutes	6
Committee Reports	
<i>History and Sisterhood</i>	33
<i>Joint Action Committee</i>	36
<i>Jurisdiction Committee</i>	39
<i>Membership</i>	45
<i>Nominations</i>	47
<i>Programs and Music Support</i>	51
<i>Ways and Means</i>	53
<i>2014-2015 Approved Budget</i>	55
Officer Reports	
<i>President</i>	56
<i>Vice President of Membership</i>	61
<i>Vice President of Special Projects</i>	63
<i>Secretary</i>	65
<i>Treasurer</i>	67
<i>Parliamentarian</i>	70
<i>Historian</i>	71
<i>Counselors</i>	72
SED District Constitution, Revised March 2014	78
SED District Operations Handbook, Revised March 2014	92



TAU BETA SIGMA



2014 SOUTHEAST DISTRICT CONVENTION

Schedule of Events

FRIDAY, March 21, 2014

5:00pm - 9:30pm	Registration
5:00pm - 7:00pm	Dinner
7:30pm - 8:30pm	Joint Opening
10:30pm - 12:00am	TBS Ritual
12:00am - end	TBS Alumni Mixer

SATURDAY, March 22, 2014

7:00am - 7:45am	Marketplace Set-up
7:00am - 9:00am	Graduating Senior Breakfast Drop-in
7:30am - 9:30am	Registration
8:00am - 1:30pm	Marketplace OPEN
8:00am - 9:00am	Separate Session #2
9:15am - 10:45am	Reading Band
	Auxiliary Clinic
9:15am - 10:45am	Committee Meeting Block #1
	<i>Nominations (Closed)</i>
	<i>Joint Actions (Closed)</i>
	<i>Jurisdiction</i>
	<i>Ways and Means</i>
	<i>Programs and Music Support</i>
	<i>Membership</i>
	<i>History and Sisterhood</i>
11:00am- 11:50am	Workshop Block #1
	Working with Other Organizations <i>*Joint Workshop</i>
	<i>By: Nicole Sanchez and Christine Beason</i>
	Bridging the Gap Between Your Chapter and the SED <i>*Generation Next</i>
	<i>By: Lauren Harrison and Allison Reagan</i>
	The Truth about Rituals (OPEN)
	<i>By: Belinda Baker</i>
	TBS for Dummies <i>*Generation Next</i>
	<i>By: Christa Hall</i>
	An Auxiliary Members Guide to the Band
	<i>By: Samantha Rudolph</i>

12:00 pm - 1:15pm **LUNCH**

1:30pm **Marketplace CLOSED**

1:30pm - 2:20pm **Workshop Block #2**
 Accepting the Unaccepted **Joint Workshop*
By: Ema Ashley and Lee Commander
 The Age Old Question- Quality vs. Quantity?
By: Kathryn Kelly, M.D
 TBS for Dummies (Basic Chapter Operations) **Generation Next*
By: Christa Hall
 Social Media: Friend or Foe? **Generation Next*
By: Katie Taff

2:30pm - 3:45pm **Committee Meeting Block #2**
Nominations (Closed)
Joint Actions (Closed)
Jurisdiction
Ways and Means
Programs and Music Support
Membership
History and Sisterhood

2:30pm - 3:45pm **Meet the Counselors**

SED Traditions Panel

4:00pm - 4:50pm **Workshop Block #3**
 It's All About the Music **Joint Workshop*
By: Amy Dauphinais
 Social Media: Friend or Foe? **Generation Next*
By: Katie Taff
 What can the Board of Trustees/TBSAA do for you?
By: Carolyn McCambridge, Dollie O'Neill, Justin Brady
 Bridging the Gap Between Your Chapter and the SED **Generation Next*
By: Lauren Harrison and Allison Reagan
 Ritual DVR (CLOSED)
By: Crystal Wright and Salvatore Parillo

5:00pm– 6:45pm **Separate Session #3**
Reseating of Delegates
Committee Reports
District Officer Reports
Q & A with District Officer Candidates

7:00pm- 8:00pm **Change and Travel**

8:00pm- 12:00am **BANQUET/ TALENT SHOW**
Speaker
Awards

12:30am- until end **Alumni Mixer**

SUNDAY, March 23, 2014

8:00am - 11:45am Closing Separate Session

Reseating of Delegates
Committee Reports
District Officer Reports
Women in Music Speaker
Elections

12:00pm - 1:00pm Joint Closing Session

Seating of Delegates
Joint Action Report
Convention Site/Eighth Note
Closing Announcements

1:30 - 3:30pm Joint Social (optional)



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Session Minutes

Friday March 21, 2014

OPENING JOINT SESSION

Call to order at 7:34PM by the Tau Beta Sigma Southeast District President Belinda Baker and the Kappa Kappa Psi Southeast District President Kyle Sullivan

Welcome by Southeast District Presidents

Introduction of National Officials

TBS (Baker)

National President: Nicole Sanchez

National Vice President of Colonization and Membership: Dr. Kathryn Garrett Kelley

National Vice President of Communication and Recognition: Amy Dauphinais

Board of Trustees: Carolyn McCambridge

Board of Trustees: Justin Brady

KKY(Sullivan)

National President: Christine Beason

National Vice President of Student Affairs: Kelly Nellis

Chapter Field Representative: Yvonne Daye

Board of Trustees Chair: Dr. Malinda Matney

Board of Trustees: Mike Osborn

Alumni-at-Large: Sarah Casias

Introduction of Special Guests

TBS(Baker)

Lee Commander, 2012-2013 SED President

Rachel Kerley, 2011-2012 SED President

Stephen Burt, 2009-2010, 2010-2011 SED President

LaShika Williams, 2008-2009 SED President

Chrissy Cook, 1997-1998 SED President

Debbie Baker, 2003-2005 National President

Renè Mark, 2010-2012 SED Vice President of Special Projects

Ashlynn Whitchow, 2011-2012 SED Secretary

TBS District Honoraries

Evan Thompson, Southeast District of Kappa Kappa Psi Governor

Craig Aarhus, Southeast District of Kappa Kappa Psi Governor
Ema Ashley, 2012-2013 Southeast District President of Kappa Kappa Psi
Lee Commander.
Nicole Sanchez

KKY (Sullivan)
David Smith,
Ema Ashley, 2012-2013 Southeast District President
Newman,
Kevin Diana, 2012-2013 Southeast District Secretary Treasurer

National Headquarters Staff
Di Spiva, National Interim Executive Director
Robert Bratcher, National Publications and Multimedia Manager

Recognition of Band Director and Sponsors

Introductions KKY Officers (Sullivan)

Vice President, Justin Carey, Iota Zeta, North Carolina A & T University
Secretary/Treasurer, Dustin Ingram, Iota, Georgia Institute of Technology
Member at Large, Adrian Guess, Epsilon, Mississippi State University
Parliamentarian, Ben Mock, Gamma Nu, Florida State University
District Governor, Dr. Craig Aarhus, Pi, Auburn University
District Governor, Evan Thompson, Zeta Chi, University of South Carolina
President, Kyle Sullivan, Alpha Eta, University of Florida

Introductions TBS Officers (Baker)

Vice President of Membership, Christa Hall, Epsilon Alpha, University of South Carolina
Vice President of Special Projects, Shannon Matthews, Epsilon Alpha, University of South Carolina
Secretary, Ashley Williams, Epsilon Chi, South Carolina State University
Treasurer, Salvatore Parillo, Zeta Psi, University of Central Florida
Parliamentarian, Neil Bleiweiss, Alpha Omega, Florida State University
Historian, Bridgette Bell, Epsilon Theta, Georgia Institute of Technology
District Counselor, Reneè Cartee, Zeta Psi, University of Central Florida
District Counselor, Crystal Wright, Theta Iota, Alabama A & M University
President, Belinda Baker, Theta Lambda, Auburn University

Joint Committee Announcements

Committee Chairs of the Joint Actions Committee are recognized: Mathew Mederos (Gamma Nu, Kappa Kappa Psi) and Sean Tighe (Epsilon Theta, Tau Beta Sigma)

No bids for 2014-2015 SED Convention

One bid received for 2014-2015- Eighth Note, from the Gamma Epsilon chapter of TBS
Present Bid Material at the end of this joint session and set up time for presentation

Installation of Officers (Baker)

Neil Bleiweiss: TBS Council Parliamentarian

Bridgette Bell: TBS Council Historian

Oath of Office

The Concerto Competition:

Program started last year by Shannon Matthews

Winner: Haley Harris from the Alpha Eta chapter of Kappa Kappa Psi

Announcements from the Host Chapters:

Sydney Butler and Alex Rawden representing

- Any help during convention- turn to the left, help desk, hotline: (770)-580-0614 any time during the day, one of the members of both host chapters will rush and get there
- Twitter: sedc2014
- Sed2014.com
- After Joint Session, Kappa Kappa Psi Ritual in the Ballroom
- March Madness
- Brothers step out so that they can get set up
- Registration open until 9:30, banquet ticket in the back of the badge, check banquet ticket, come visit the help desk tomorrow
- Shuttle: Melia: 7:00-9:00 Lobby of Melia drop right off underneath building. Lanier running shuttle and providing parking
- Starbucks will be open tomorrow
- Alumni events: KKY Alumni in Courtyard, TBS Breakfast at 9:00 in the morning
 - Alumni breakfast Room 125 in the Saturday morning
- Marketplace ready for set-up from 7:00-8:00, open from 8:00-1:00
 - No chapters will not be able to sell after 1:30

Any questions contact them using the contact them via help number

ENJOY CONVENTION!!

Announcements and Reminders

Follow events on Twitter with @sedc2014

Reminder that we are guests on this campus, remain courteous at all times

Be aware at all times

Be in committee sessions, and please turn off cell phones!

Looking forward to a great convention

Announcements from floor

JOINT SESSION IS RECESSED until Sunday at 1:00 PM

OPENING SEPARATE SESSION

Call to order at 9:02 PM by Belinda Baker, President

Introduction of National Guests

National President, Dr. Nicole Sanchez

National Vice President of Colonization and Membership, Dr. Kathryn Kelly

National Vice President of Communication and Recognition, Amy Dauphinais

Board of Trustees, Carolyn McCambridge

Board of Trustees, Dollie O'Neill

TBS Alumni Association, Justin Brady

Introduction of District Guests

Lee Commander, Alpha Omega, 2012-2013 SED President

Rachel Kerley, Epsilon Alpha, 2011-2012 SED President

Stephen Burt, Epsilon Alpha, 2009-2011 SED President

La'Shika Williams, Epsilon Chi, 2008-2009 SED President

Christy Cook, 1997-1998 SED President

Debbie Baker, Beta Xi, 2003-2005 National President

Rene Mark, Beta Xi, 2009-2011 SED Vice President of Special Projects

Stephen Richards, Epsilon Theta, 2012-2013 SED Parliamentarian

Ashlynn Whitchow, Epsilon Alpha, 2011-2012 SED Secretary

Lindsey Myers, Zeta Psi, 2012-2013 SED Historian

Chapter Sponsors Recognitions

Introductions TBS Officers

Vice President of Membership, Christa Hall, Epsilon Alpha, University of South Carolina

Vice President of Special Projects, Shannon Matthews, Epsilon Alpha, University of South Carolina

Secretary, Ashley Williams, Epsilon Chi, South Carolina State University

Treasurer, Salvatore Parillo, Zeta Psi, University of Central Florida

Parliamentarian, Neil Bleiweiss, Alpha Omega, Florida State University

Historian, Bridgette Bell, Epsilon Theta, Georgia Institute of Technology

District Counselor, Renee Cartee, Zeta Psi, University of Central Florida

District Counselor, Crystal Wright, Theta Iota, Alabama A & M University

President, Belinda Baker, Theta Lambda, Auburn University

Seating of the Delegates

Alpha Omega- Official Delegate

Beta Xi- Official Delegate

Beta Tau-Official Delegate

Gamma Epsilon-Official Delegate

Gamma Eta- Zeta Iota (1st Proxy)

Delta Theta- Zeta Beta (1st Proxy)

Epsilon Alpha- Official Delegate

Epsilon Theta- Official Delegate
Epsilon Lambda- Official Delegate
Epsilon Xi- Alpha Omega (1st Proxy)
Epsilon Chi- Official Delegate
Zeta Beta- Official Delegate
Zeta Iota- Official Delegate
Zeta Tau- Official Delegate
Zeta Psi- Official Delegate
Eta Beta- Epsilon Alpha (1st Proxy)
Eta Lambda- Theta Lambda (1st Proxy)
Eta Xi- Official Delegate
Eta Omicron- Theta Zeta
Eta Phi- Official Delegate
Theta Gamma- 3rd Round Proxy (Beta Psi)
Theta Zeta- Official Delegate
Theta Iota- Official Delegate
Theta Lambda- Official Delegate
Theta Nu- Iota Rho (2nd Proxy)
Theta Rho- Zeta Psi (1st Proxy)
Theta Upsilon- Epsilon Theta (3rd Round Proxy)
Theta Chi- Theta Iota (Proxy)
Iota Gamma- Epsilon Lambda (3rd Round Proxy)
Iota Delta- Official Delegate
Iota Zeta- Zeta Tau (3rd Round Proxy)
Iota Lambda- Official Delegate
Iota Mu- Eta Phi (Delegate)
Iota Nu- Official Delegate
Iota Xi- Official Delegate
Iota Omicron- Eta Xi (Proxy)
Iota Sigma- Iota Delta (Proxy)
Iota Rho- Official Delegate
Iota Sigma- Delta Theta (Proxy)

General Announcements Concerning Committees and Workshops

All current delegates will not switch until tomorrow morning, they must not switch until then.

Delegates are expected to arrive on time

Separate session starts at 8:00 AM

Committee Meetings will be directly after separate session tomorrow morning.

You may not attend a closed meeting if you are not assigned to it, however any chapter can attend
open committees

Ritual DVR workshop is closed, required to bring your membership card for entrance

Motion to accept Robert's Rules of Order

Motion: Gamma Epsilon

Second: Iota Omicron

Motion Passes

No amendments to the 2013 SED Convention Minutes

2013 SED Convention Minutes will stand as published

Introduction of Committee Chairs and Advisors

History and Sisterhood

Chair: Erica Gilmore, Iota Nu

Advisors: Bridgette Bell and Amy Dauphinais

Membership

Chair: Lenore Brown, Iota Rho

Advisors: Christa Hall and Dr. Kathryn Kelly

Program and Music Support

Chair: Sheneka Jones, Theta Zeta

Advisor: Shannon Matthews

Jurisdiction

Chair: Emily Bartlett, Alpha Omega

Advisors: Neil Bleiweiss, Lee Commander

Way & Means

Chair: PJ Jones, Zeta Beta

Advisors: Sal Parillo, Dollie O'Neill

Joint Actions

Chair: Sean Tighe, Epsilon Theta

Advisor: Crystal Wright

Nominations

Chair: Yolanda Williams, Lambda Eta

Advisor: Renee Cartee

Committee Assignments

History and Sisterhood

Iota Nu – Chair

Beta Tau

Epsilon Chi

Eta Xi

Theta Rho
Iota Gamma

Membership

Theta Nu – Chair
Gamma Epsilon
Delta Theta
Eta Lambda
Iota Rho
USF Colony

Programs and Music Support

Theta Zeta – Chair
Epsilon Alpha
Theta Lambda
Iota Mu
Iota Xi
ECSU Colony

Jurisdiction

Alpha Omega – Chair
Epsilon Lambda
Zeta Iota
Theta Gamma
Iota Upsilon

Ways and Means

Zeta Beta – Chair
Beta Xi
Eta Phi
Theta Chi
Iota Delta
Iota Sigma

Joint Action

Epsilon Theta – Chair
Epsilon Xi
Eta Beta
Theta Iota
Theta Upsilon

Nominations

Gamma Eta - Chair
Zeta Psi
Zeta Tau
Eta Omicron
Iota Zeta
Iota Lambda

General Announcements

Beneficial committee meetings!

The committee times and workshop times are all different

If you are a delegate, you cannot do reading band and auxiliary clinic.

Review 2014 SED Schedule

Recognize Yolanda Williams, Nominations chair

If you are intending to running for District Council, see her at Separate Session tomorrow morning

Committee Chairs: Committee reports are due to SED Secretary by the end of their presentation

Announcements from the floor

Theta Iota- hosting a March of Dimes Walk and Lupus, at the University of Alabama on April 12, 2014 from 8 AM - 5 PM. For more information contact: (708)-595-5365

Iota Xi - Posting about Spirit Jerseys, putting in an order from around the SED. Info on the TBS Group on FB, orders available until Monday. Price is \$45

To Chapter Historians - Don't forget to bring scrapbooks, and take them with you tomorrow

Stephen Burt - Alumni Association official launch this weekend

Events:

- Mixer for potential members of the TBSAA
- Graduating Seniors 129 FREE Breakfast
- Tomorrow night Another Mixer

Specific Info in SED Booklets about schedule, and workshops

SED Treasurer selling t-shirts, Cash Only

Zeta Psi - Hosting Florida Day, May 30-June 1

Theta Zeta - Membership Probate 7:46PM, St. Augustine's Band room, Next Friday

SED Question Hotline- Reach one of three people at (770)580-0614

Help Desk on the first floor by the vending machines, see Sydney Butler for help

Starbucks will be open until 7:30-1:00 AM

Epsilon Theta – Room 125, Mingle session for candidates during Ritual

Shuttles in the morning from the Melia

Marketplace opens at 8, set up begins at 7

Madeleine Hood - March 29, TBS (540)-846-3695

Shannon Matthews - Trash Equals Treasure Drive, Make sure that everything comes to her this weekend

Epsilon Theta- Tomorrow "Be The Match Drive", registering as a potential bone marrow donor, cheek swab, set up in the atrium from 10-11

Going to ritual after this so please do NOT leave, stay in the room. We are going to start as soon as we can. You will be allowed in without proper ritual attire.

Want to be the DJ, let Belinda know.

Epsilon Theta is all over the place, they will let you know when we are ready for ritual

Motion to Recess until 8:00 AM, Saturday morning

Motion: Zeta Beta

Second: Iota Nu

Motion Passes

SEPARATE SESSION IS RECESSED until Saturday at 8:00 AM

Saturday, April 22, 2014

SECOND SEPARATE SESSION

Call to Order at 8:05 AM by Belinda Baker, President

Roll Call

Acknowledgement of Committee Chairs and Advisors

History and Sisterhood

Chair: Erica Gilmore, Iota Nu

Advisors: Bridgette Bell and Amy Dauphinais

Membership

Chair: Will Smith, Gamma Epsilon

Advisors: Christa Hall and Dr. Kathryn Kelly

Program and Music Support

Chair: Sheneka Jones, Theta Zeta

Advisor: Shannon Matthews

Jurisdiction

Chair: Emily Bartlett, Alpha Omega

Advisors: Neil Bleiweiss, Lee Commander

Way & Means

Chair: Parquita Jones, Zeta Beta

Advisors: Sal Parillo, Dollie O'Neill

Joint Actions

Chair: Sean Tighe, Epsilon Theta

Advisor: Crystal Wright

Nominations

Chair: Katie Muscedere, Zeta Psi

Advisor: Reneè Cartee

If you are running for District Council, see Reneè Cartee at the end of this session

Turn in officer packets, and schedule an interview time with her

Committee Assignments

History and Sisterhood

Iota Nu – Chair

Beta Tau

Epsilon Chi
Eta Xi
Theta Rho
Iota Gamma

Membership

Gamma Epsilon – Chair
Delta Theta
Eta Lambda
Theta Nu
Iota Rho
USF Colony

Programs and Music Support

Theta Zeta – Chair
Epsilon Alpha
Theta Lambda
Iota Mu
Iota Xi
ECSU Colony

Jurisdiction

Alpha Omega – Chair
Epsilon Lambda
Zeta Iota
Theta Gamma
Iota Omicron
Iota Upsilon

Ways and Means

Zeta Beta – Chair
Beta Xi
Eta Phi
Theta Chi
Iota Delta
Iota Sigma

Joint Action

Epsilon Theta – Chair
Epsilon Xi
Eta Beta
Theta Iota
Theta Upsilon

Nominations

Zeta Psi – Chair
Gamma Eta
Zeta Tau
Eta Omicron

Iota Zeta
Iota Lambda

If you are sitting for a chapter as a proxy, you will have to be in the committee meeting assigned to that chapter.

National Officer Presentation

TBS

TBSAA

Board of Trustees

BE NICE and Nice!

Scholarships, Awards, LISTEN

Announcements from Belinda

Delegates must attend Committee Meetings

If you are not a Delegate, you may attend Reading Band, Auxiliary Clinic, or Committee Meetings

Marketplace is only open until 1:30

Announcements from National Officers

Announcing their Positions

Initiate Fees: You can only charge candidates with \$95 dollars for candidates

Colonization:

Iota Upsilon is officially established

Colony at University of South Florida established, advising chapter is Zeta Psi

Elizabeth City State University Colony continues to do well

No one submitted for Win-Win Membership Drive

Composing our Future

Collecting songs for membership education process, such as Greek Alphabet Song

Winners to be posted on the TBS YouTube channel run by Jonathan Markowski

National Programs can found Under National Programs on National website

Women Music Educators join Women Band Directors Facebook group

Facilitated by Beth Bronk

National Intercollegiate Band will be performing at National Convention next year in Lexington,
Kentucky

Conductor Joseph Harmann, Tennessee Tech University

Composer Julie Giroux

Provides housing for rehearsals, until Tuesday of Nat Con2015

More info available in the Fall of 2014

NIC Band Submissions have been low, please submit and apply!

Collection of schools from all over

Submit videos

Chapters have made this a service project by having their school

The Complete History of TBS History Book

Part 1: From a Local Group to a National Sorority now available for purchase of \$10. Can be
purchased from the website.

National Scholarships and Awards are due on March 1st

Deadline has already passed, so begin preparing for next year's cycle

Awards are now up to \$750

TBSigma.org

Follow TBS Online using:

Facebook: facebook.com/TauBetaSigma

General Twitter account @TBSigma

Dr. Nicole Sanchez - @TBSNatPres

Dr. Kathryn Kelley - @TBSNatVPCM

Jonathan Markowski - @TBSNatVPSP

4grtbands.blogspot.com

Payment Plan for Life Membership now announced

Pay all at once \$350

6 Payments that you can sign up for to be paid every month

www.tbsigma.org for more info

Board of Trustees Fundraisers

GoodSearch & Good Shop for TBS: www.goodsearch.com

Amazon Smile

Geico gives \$5 to Nationals for every one person who receives a quote and mentions us

Wava Memorial Rose Garden

Ground Breaking will be July 26, 2014 Memorial at 5:30 in Stillwater, OK

KKY will be dedicating their caboose, and a BBQ will follow

Registration fee of \$25 for BBQ and service. Money goes to upkeep of the garden.

Trying to be able to have a webcast of the memorial, watch social media for more info

13 Days of Wava Project highlights Wava and her accomplishments she has made

Today is Day 9

TBSAA- continue to be involved at all times

Social Events at the Wava Memorial Garden

Young Alumni \$30, Life Members \$30, any other Alumni \$50

Announcements

Nicole Sanchez

Lee Commander – SEDAA is raising money for the Wava foundation, goal of \$1500

Market Place is now open

Hotline for help: (770)580-0614

Registration – you must register now if you have not already

Scrapbooks need to be turned in to Bridgette Bell to be judged

Lanier Lots and banquet parking

See Reneè Cartee if you are planning on running for a District Office

Motion for recess until 5 PM

Motion: Zeta Psi

Second: Theta Zeta

Motion Passes

SEPARATE SESSION RECESSED until 5:00 PM

THIRD SEPARATE SESSION

Call to Order 5:05 PM by Belinda Baker, President

Roll Call and Reseating of the Delegates

Chapters Present:

Alpha Omega
Beta Xi
Beta Tau
Gamma Epsilon
Gamma Eta
Delta Theta
Epsilon Alpha
Epsilon Theta
Epsilon Lambda
Epsilon Chi
Zeta Beta
Zeta Iota
Zeta Tau
Zeta Psi
Eta Beta
Eta Lambda
Eta Xi
Eta Omicron
Eta Phi
Theta Gamma
Theta Zeta
Theta Iota
Theta Lambda
Theta Nu
Theta Upsilon
Theta Chi
Iota Gamma
Iota Delta
Iota Lambda
Iota Mu
Iota Nu
Iota Xi
Iota Rho
Iota Upsilon
University of South Florida- Colony

Absent:

Epsilon Xi- Alpha Omega (Proxy)
Theta Rho- Zeta Psi (Proxy)

Iota Zeta- Zeta Tau (Proxy)
Iota Omicron- Eta Xi (Proxy)
Iota Sigma- Iota Delta (Proxy)

Officer Reports

Motion to accept the Officer Report of the 2013-2014 SED Historian (report attached)

Motion: Epsilon Theta
Second: Iota Omicron
Motion Passes

Motion to accept the Officer Report of the 2013-2014 Parliamentarian (report attached)

Motion: Iota Lambda
Second: Alpha Omega
Motion Passes

Motion to accept the Officer Report of the 2013-2014 Treasurer Report (report attached)

Motion: Zeta Psi
Second: Delta Theta
Motion Passes

Motion to accept the Officer Report of the 2013-2014: Secretary (report attached)

Motion: Epsilon Chi
Second Iota Sigma
Motion Passes

Nominations Speeches and Question and Answer Session with Candidates

Nomination Chair: Katie Muscedere

President

Meet the Candidate
Christa Hall, Epsilon Alpha

Question and Answer

Vice President of Membership

Meet the Candidate
Will Smith, Gamma Epsilon,

Question and Answer

Motion to extend time for Question and Answer by 5 Minutes

Motion Theta Zeta
Second Beta Tau
Motion Fails

Vice President of Special Projects

Meet the Candidate

Madeleine Hood, Theta Zeta

Question and Answer

Motion to extend time to finish the last question asked

Motion: Theta Lambda

Second Iota Omicron

Motion Passes

Secretary

Meet the Candidates

Lauren Harrison, Theta Lambda

Carolyn Mercer, Beta Xi

Question and Answer

Move to extend the time for Lauren Harrison for 2 minutes

Motion: Theta Iota

Second: Iota Omicron

Motion Passes

Move the finish the final question for Carolyn Mercer

Motion: Iota Omicron

Second: Epsilon Theta

Motion Passes

Treasurer

Meet the Candidate

Allison Reagan- Alpha Omega

Question and Answer

Move to extend time for 3 minutes

Motion: Alpha Omega

Second Gamma Epsilon

Motion Passes

Motion to extend time for questions by 2 minutes

Motion: Theta Lambda

Second: Eta Psi

Motion Passes

Announcements

Belinda - Everyone must be here at 7:50, have to get through all 6 committee reports, 5 officer reports, and elections, Elections are very important. Bring delegate placards for chapters who will not be here tomorrow.

Dr. Kelly -Have fun, but this morning was unacceptable. You come here for the responsibility of the district, get the business done.

TBS Chant

Banquet promptly at 8:00, followed by Talent Show

Gamma Epsilon - If you have Spike the Pineapple, please return him

Lee Commander – Please continue to donate to the SEDAA for the Wava Memorial Fund

Neil - Any delegates without Eighth Notes see him for your copy

Theta Iota – Showcase on April 17th, Talent Show. Other Chapters are welcome to be a participate, and has a \$350 prize

Iota Rho - Free Stroll Off, \$150 prize

Gamma Eta - Mr. TBS pageant in Mississippi coming soon. See members for more details

Documentary

Text 22828: say IamPointandDrive

Turn in Placard before you leave if you were the delegate, and will not be in attendance tomorrow

Tomorrow morning, be here on time. Make plans to leave early because the Publix marathon is tomorrow morning. Traffic will be terrible.

Everything in marketplace must be gone tonight

Wallet lost, please return if found

Banquet Announcements

Food will be served at 8:30

If you have dietary restrictions, please write them on ticket

Parking for banquet is at 75 Martin Luther King Drive Southwest \$3 a car

Any problems with parking contact Bridgette Bell

Going to be in downtown Atlanta, be safe, don't walk alone, be with chapter, BE SAFE

Due to Space you will not be able to go to the Talent Show if you do not attend the Banquet

Motion to recess until tomorrow morning at 8:00 AM

Motion: Theta Iota

Second Zeta Psi

Motion Passes

SEPARATE SESSION IS RECESSED until Sunday at 8:00 PM

Sunday, April 23rd, 2014

CLOSING SEPARATE SESSION

Call to Order at 8:03 AM by Belinda Baker, President

Reseating of Delegates

Chapters Present:

Alpha Omega
Beta Xi
Beta Tau
Gamma Epsilon
Delta Theta
Epsilon Alpha
Epsilon Theta
Epsilon Lambda
Epsilon Chi
Zeta Tau
Zeta Psi
Eta Beta
Eta Lambda
Eta Xi
Theta Gamma
Theta Zeta
Theta Iota
Theta Lambda
Theta Upsilon
Theta Chi
Iota Delta
Iota Lambda
Iota Mu
Iota Nu
Iota Xi
Iota Rho
Iota Upsilon
University of South Florida Colony

Absent:

Gamma Eta – Proxy: Zeta Iota
Epsilon Xi – Proxy: Alpha Omega
Zeta Beta – Proxy: Theta Zeta
Zeta Iota – Proxy: Delta Theta
Eta Omicron – Proxy: Theta Upsilon
Theta Nu – Proxy: Zeta Beta
Theta Rho – Proxy: Zeta Psi
Iota Gamma – Proxy: Eta Lambda
Iota Zeta – Proxy: Zeta Tau

Iota Omicron – Proxy: Eta Xi
Iota Sigma – Proxy: Iota Delta

Committee Reports:

Notes from Belinda: According to Robert’s Rules, committee reports are accepted as written.

There will be no motion to accept the committee report, because it is redundant.

If the committee has a motion, the committee chair will make the movement.

Committee Report on the *Committee for History and Sisterhood* (report attached)

Committee Report on the *Committee for Membership* (report attached)

Committee Report on the *Committee for Programs and Music Support* (report attached)

Committee Report on the *Committee for Nominations* (report attached)

Slate:

President: Christa Hall

VPM: Will Smith

VPSP: Madeleine Hood

Secretary: Carolyn Mercer

Treasurer: Allison Reagan

Motion to accept the slate

Motion: Eta Xi

Seconded by Theta Rho

Motion Passes

Floor Opened for Nominations for President

Floor is closed with no other nominations

Motion to elect Christa Hall as the 2014-2015 SED President by acclamation

Motion: Epsilon Theta

Second: Eta Beta

Motion Passes

2014-2015 Southeast District President is Christa Hall

Floor Opened for Nomination for Vice President of Membership

Floor is closed with no other nominations

Motion to elect Will Smith as the 2014-2015 SED Vice President of Membership by acclamation

Motion: Eta Phi

Second: Iota Lambda

Motion Passes

2014-2015 Southeast District Vice President of Membership is Will Smith

Floor Opened for Nominations for Vice President of Special Projects

Floor is closed with no other nominations

Motion to elect Madeleine Hood as the 2014-2015 SED Vice President of Special Projects by acclimation

Motion: Iota Omicron

Theta Zeta seconds

Motion Fails

Vote by secret ballot for the office of 2014-2015 SED Vice President of Special Projects

2014-2015 Southeast District Vice President of Special Projects is Madeleine Hood

Floor Opened for Nominations for Secretary

Lauren Harrison by Zeta Beta

Motion to caucus for three (3) minutes

Motion: Zeta Psi

Second: Theta Rho

Motion Passes

Vote by secret ballot for the office of 2014-2015 SED Secretary

2014-2015 Southeast District Secretary is Carolyn Mercer

Floor Opened for Nominations for Treasurer

Floor is closed with no other nominations

Motion to elect Allison Reagan as the 2014-2015 SED Treasurer by acclimation

Motion: Zeta Psi

Second: Iota Sigma

Motion Fails

Vote by secret ballot for the office of 2014-2015 SED Treasurer

2014-2015 Southeast District Treasurer is Allison Reagan

Motion to reopen the voting for the office of Vice President of Membership

President respectfully declines the motion

Officer Reports

Motion to accept the Officer Report of the 2013-2014 SED Vice President of Special Projects (report attached)

Motion: Epsilon Alpha

Second: Theta Gamma

Motion Passes

Motion to accept the Officer Report of the 2013-2014 SED Vice President of Memership (report attached)

Motion: Epsilon Alpha
Second: Iota Upsilon
Motion Passes

Motion to accept the Counselor Report of the 2008-2014 SED Counselor Reneè Cartee (report attached)

Motion: Zeta Psi
Second: Gamma Epsilon
Motion Passes

Committee Reports Continued

Committee Report on the *Committee for Ways and Means* (report attached)

Motion to accept the Budget for the 2014-2015 SED District Council

Motion: Zeta Beta
Second: Theta Nu
Motion Passes

Committee Report on the *Committee for Jurisdiction* (report attached)

Motion to change the mission statement to use the word “Positive”, replacing “Fun-filled”, in the proposed District Constitution

Motion: Beta Tau
Second: Iota Omicron
Motion Passes

Motion to reword the Article II, Officer Guidelines, Section 3, part c to read: “Each officer shall have one vote in all meetings, except for the Parliamentarian, Historian, and the President, who shall only vote in the case of a tie or if the vote is by secret ballot.

Motion: Iota Omicron
Second: Gamma Epsilon

Motion to amend the motion to read: “Reword the Article II, Officer Guidelines, Section 3, part c to read: ‘Each elected officer position shall have one vote in all meetings, except for the President, who shall only vote in the case of a tie or if the vote is by secret ballot.

Motion: Iota Lambda
Second: Theta Lambda
Motion Passes

Motion Passes

Motion to change “Post Membership Education” to “Continuing Education” in the proposed District Constitution

Motion Gamma Epsilon
Second: Eta Xi
Motion Passes

Motion to accept the proposed District Constitution as a whole

Motion: Alpha Omega
Second: Gamma Epsilon
Motion Passes

Motion to remove the Outstanding Achievement Award and Recognition Award from the District Operations Manual.

Motion: Gamma Epsilon
Second: Theta Nu

Motion to amend the previous motion to not strike the Recognition Award, but to change the criterion to “50%+ graduating members”.

Motion: Gamma Epsilon
Second: Epsilon Alpha
Motion is Rescinded

Motion Passes

Motion to accept the proposed District Operations Manual as a whole

Motion: Alpha Omega
Second: Beta Tau
Motion Passes

Motion for a five (5) minute recess

Motion: Zeta Psi
Second: Iota Sigma

Motion to amend the previous motion from five (5) minutes to ten (10) minutes

Motion: Zeta Beta
Second: Delta Theta
Motion Fails

Motion Passes

Session is recessed for five (5) minutes

Session resumes

Motion to accept the Counselor Report of the 2008-2014 SED Counselor Crystal Wright (report attached)

Motion: Theta Iota
Second: Alpha Omega
Motion Passes

Motion to accept the Officer Report of the 2013-2014 SED President (report attached)

Motion: Theta Lambda
Second: Epsilon Theta
Motion Passes

Oath to Office is administered by Belinda Baker to the newly elected 2014-2015 Southeast District Council

President: Christa Hall

Vice President of Membership: Will Smith

Vice President of Special Projects: Madeleine Hood

Secretary: Carolyn Mercer

Treasurer: Allison Reagan

Counselor: Lee Commander

Counselor: Stephen Burt

Dr. Kathryn Kelly Introduces our Women in Music Speaker

Women in Music Speaker: Debra Bradley

Scrapbook Winner Announced: Beta Xi

Spirit Stick Winner Announced: Theta Iota

Announcements

La'Shika Williams – SEDAA reached goal of raising \$1,000 for the Wava Memorial Fund.
They will continue collecting throughout Closing Joint Session

Motion to Adjourn Separate Session

Motion: Epsilon Theta

Second: Iota Upsilon

Motion Passes

SEPARATE SESSION IS ADJOURNED AT 12:35 PM

CLOSING JOINT SESSION

**Call to order at 12:20 PM by the Tau Beta Sigma Southeast District President Belinda Baker
and the Kappa Kappa Psi Southeast District President Kyle Sullivan**

Roll Call Kappa Kappa Psi (Sullivan)

Quorum is met

Roll Call Tau Beta Sigma (Baker)

Chapters Present:

Alpha Omega
Beta Xi
Beta Tau
Gamma Epsilon
Gamma Eta
Delta Theta
Epsilon Alpha
Epsilon Theta
Epsilon Lambda
Epsilon Chi
Zeta Beta
Zeta Iota
Zeta Tau
Zeta Psi
Eta Beta
Eta Lambda
Eta Xi
Eta Phi
Theta Gamma
Theta Zeta
Theta Iota
Theta Lambda
Theta Nu
Theta Upsilon
Iota Gamma
Iota Delta
Iota Lambda
Iota Omicron
Iota Xi
Iota Rho
Iota Upsilon
University of South Florida Colony

Absent:

Epsilon Xi – Proxy: Alpha Omega
Eta Omicron – Proxy: None
Theta Rho – Proxy: Zeta Psi
Theta Chi – Proxy: None
Iota Zeta – Proxy: Zeta Tau
Iota Mu – Proxy: None
Iota Nu – Proxy: None
Iota Sigma – Proxy: Iota Delta

Committee Reports:

Committee Report on the *Joint Action Committee* (report attached)

No bids were received by the deadline to host the 2015 Southeast District Convention. As per the Constitution of the Southeast District of Tau Beta Sigma the deadline for bids shall be extended for thirty (30) days, and the Presidents, Counselors, and Governors shall decide the date and location.

Slate for the Host of *The Eighth Note*: Gamma Epsilon, Tau Beta Sigma, University of Miami

Motion to approve the slate for the Host of the Eighth Note.

Motion: Epsilon Theta
Second: Theta Rho
Kappa Kappa Psi Motion Passes
Tau Beta Sigma Motion Passes

Motion for the Gamma Epsilon chapter of Tau Beta Sigma to host *The Eighth Note* for the 2014-2015 term of office.

Motion: Zeta Psi
Second: Gamma Epsilon
Tau Beta Sigma Motion Passes
Kappa Kappa Psi Motion Passes

The host of *The Eighth Note* for the 2014-2015 term shall be the Gamma Epsilon chapter of Tau Beta Sigma

Presentation of gifts to the outgoing Southeast District Counselors of Tau Beta Sigma, Renée Cartee and Crystal Wright

Presentation of the 2014-2015 Southeast District Council of Kappa Kappa Psi (Sullivan)

President: Adrian Guess, Epsilon, Mississippi State University
Vice President: Mathew Scarborough, Kappa Sigma, East Carolina University
Secretary/Treasurer: Randy Hill, Iota Zeta, North Carolina A & T University
Member at Large: Grace Broder, Kappa Beta, Clemson University

Presentation of the 2014-2015 Southeast District Council of Tau Beta Sigma (Baker)

President: Christa Hall, Epsilon Alpha, University of South Carolina

Vice President of Membership: Will Smith, Gamma Epsilon, University of Miami

Vice President of Special Projects: Madeleine Hood, Zeta Beta, North Carolina A & T University

Secretary: Carolyn Mercer, Beta Xi, University of Florida

Treasurer: Allison Reagan, Alpha Omega, Florida State University

Counselor: Stephen Burt, Epsilon Alpha, University of South Carolina

Counselor: Lee Commander, Alpha Omega, Florida State University

Recognition of Iota, Kappa Kappa Psi, and Epsilon Theta, Tau Beta Sigma as host of the 2014 SED Convention

Announcements

Dustin - All Committee Chair reports come to

Shannon - Musical Trash=Treasure last day, post address again on all the processes

Florida Day is May 30th, everyone is welcome!

Troy University is hosting Step for Life on April 19th

Theta Zeta (TBS) - Membership Presentation, CV Jones Band room, this Friday

La'Shika Williams - Thank everyone for raising over \$1,000 for the Wava Memorial Fund

University of Georgia hosting Undergrad Conducting Workshop for Music Ed majors on April 25th.
Open to anyone.

Motion to Adjourn the 2014 Southeast District Convention

Motion: Epsilon Theta

Second: Iota Upsilon

Tau Beta Sigma Motion Passes

Kappa Kappa Psi Motion Passes

The 2014 Southeast District Convention of Kappa Kappa Psi and Tau Beta Sigma is adjourned at 1:12 PM.



TAU BETA SIGMA



2014 SOUTHEAST DISTRICT CONVENTION

History and Sisterhood Committee Report

Committee Chair:

Erica Gilmore

Iota Nu, East Carolina University

Committee Advisors:

Bridgette Bell - Epsilon Theta, Southeast District Historian and Amy Dauphinais - Gamma Kappa, National Vice President of Communication and Recognition

Charges to Committee:

1. Review 2013 Committee on History and Sisterhood Report.
2. Discuss creating an SED Spike (along the lines of Shells).
3. Collect SED history during the convention from various officers, on the district and national levels that are present at this year's SED convention
4. Discuss the implementations of the 2013-2014 SED Historian, consider updating the current duties of office.

Implementation of Charges:

1. Reviewed the 2013 Committee on History and Sisterhood Report.
2. Discussed creating an SED Spike (along the lines of Shells).
3. Collected SED history during the convention from various officers, on the district and national levels that were present at this year's SED convention.
 - a. Officers Interviewed: Belinda Baker, Salvador Parillo, & Lee Commander.
 - b. Interview questions:
 - i. Chapter
 - ii. Number of Years involved
 - iii. Instrument
 - iv. Current Location of Residence
 - v. Occupation
 - vi. How do you feel TBS has contributed to your life?
 - vii. Why did you choose to join TBS?
 - viii. What were the most memorable moments from your involvement in Tau Beta Sigma?
 - ix. How has the SED Changed since your time of involvement?
 - x. What were some major events that took place during you involvement in TBS?

Charges to the 2015 Committee on History and Sisterhood:

1. Review the 2014 Committee on History and Sisterhood Report.
2. Collect SED history during the convention from various officers, on the district and national levels that are present at this year's SED convention.
 - a. Interview Renee Cartee and Crystal Wright for SED History

Charges to the 2014-2015 Historian

1. Implement a district contest for most original Spike Mascot
 - a. Mascot must include the following criteria:
 - i. All 7 states in the District
 - ii. Incorporate original pineapple colors
 - iii. Letters (TBS)Sunglasses
 - iv. For example: possible individual creations are a tank top/bathing suit/etc.
2. Maintain the SED photo page on Facebook, including emphasis on promotion of the photo page
3. Implement Convention Photo Collage
 - a. Use Photobucket as well as personal submission
 - b. Tri-Fold or Poster Board as depending on photo demand/ interest
 - c. Display throughout convention

Charges to the 2014-2015 District Council

1. Consider convention Picture for the Current Year
2. Consider Historian Briefings
 - a. At Separate Session, historian will give a short snippet of a historic accounts relative to the sorority
 - b. Can also be in the form of a rolling slide show with interesting facts about the sorority

Respectfully Submitted,
Committee Chair:
Erica Gilmore - Iota Nu

Advisors:

Bridget Bell - Epsilon Theta, Southeast District Historian
Amy Dauphinais - Gamma Kappa, National Vice President for Communication and Recognition

Committee Members:

Beta Tau
Epsilon Chi
Eta Xi
Theta Rho

Iota Gamma

Iota Nu

In Attendance:

Alpha Omega

Epsilon Lambda

Zeta Psi

Eta Xi

Theta Zeta

Theta Iota

Theta Lambda

Theta Nu

Theta Upsilon

Iota Upsilon



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Joint Action Committee (JAC) Report

Committee Chair:

Sean Tighe

Epsilon Theta, Georgia Institute of Technology

Committee Advisors:

Crystal Wright

Iota Theta, Southeast District Counselor

Charges to Committee:

1. Review the report from the 2013 Joint Action Committee.
2. Analyze the bid guidelines document, as required by the Tau Beta Sigma SED Operations Manual.
3. Interview all Convention host bidders and present a slate to the joint delegation at the closing Joint Session.
4. Discuss ways to improve SED Convention.
5. Discuss ways to improve joint relations at SED Convention.
6. If necessary, interview Eighth Note bidders and present a slate to the joint delegation at the closing Joint Session.
7. Analyze and discuss the progress of the Eighth Note, based on the new criteria presented in the 2014 year.
8. Evaluate the reading band and auxiliary clinic as implemented in 2014.

Implementation of Charges:

1. Reviewed the report from the 2013 Joint Action Committee.
2. Reviewed the bid guidelines document for Eighth Note Bids and SED Convention, as required by the Tau Beta Sigma SED Operations Manual.
3. No bids for the 2015 SED Convention were presented to the Committee. As per Article VII of the TBS SED Constitution:
 - a. "2a. "If no bids are received to host the conference by the prescribed deadline, the District Councils will determine a site, which must be approved by the District Governors and Counselor(s) will determine the location."
4. Discussed ways to improve SED Convention:
 - a. Better signage from the parking lot
 - b. An activity/socials for current members not just alumni
 - c. Consider starting seating delegates on Saturday morning instead of Friday night
 - d. Marketplace:

- i. More room for marketplace. Consider both moving it outdoors and keeping it indoors.
 - ii. Rethink schedule/hours for marketplace to find a happy medium for committee meetings and workshops for each member to attend plenty of both. We understand that attendance at committee meetings is extremely important.
 - iii. Consider opening marketplace during registration on Friday night
 - How will that affect cost for each chapter manning tables?
 - iv. Marketplace still at convention site but also before banquet (if logistically possible)
 - Many times doors aren't even open for banquet when people get there, good idea to have tables there to see items
- 5. Possibilities to improve joint relations at convention and district overall
 - a. Keep joint workshops
 - b. Look into creating a joint district ceremony (we understand that timing and logistics are a large obstacle)
 - c. Written record of a chapter directory, ways for Corresponding Secretaries (CoSecs) to interact
 - i. Make an official directory
 - Delegates provide contact information for their chapter to help make this directory
 - Possibly bring a worksheet to convention with information (consider making it a part of online registration)
 - ii. How would we designate a time or place for CoSecs?
 - After delegates are seated in sessions
 - During a session without many items on the agenda
 - During committee meetings
 - Have a potential (or portion of a workshop) topic geared toward CoSecs
- 6. There was one bid presented from Gamma Epsilon for the Eighth Note. After the interview and further discussion, the committee voted to slate the bid from the Gamma Epsilon.
- 7. The committee extensively discussed the current format of the Eighth Note (rolling online submissions with a print edition at SED Convention). The committee was in favor of keeping this format and working to set this as precedent for future editions of the publication. This format has been in place for two (2) years.
- 8. The committee was unable to attend the reading band and auxiliary clinics due to the prescribed schedule. However, comments were gathered from fellow chapter members. Reading band received extremely positive reviews, and both sisters and brothers enjoyed the event. The auxiliary clinic received largely positive reviews, but it was brought up that experienced auxiliary members lacked interest for the entirety of the clinic. In addition, the committee heard suggestions of adding Chamber Music and/or a Jazz component to reading band. It was also brought up to consider having Reading Band on Friday with a possible performance for the Joint Session.

Charges to the 2015 Committee on Joint Actions:

- 1. Review the report from the 2014 Joint Action Committee.
Analyze the bid guidelines document, as required by the Tau Beta Sigma SED Operations Manual.

2. Interview all Convention host bidders and present a slate to the joint delegation at the closing Joint Session.
3. Discuss ways to improve SED Convention.
4. Discuss ways to improve joint relations at SED Convention.
5. If necessary, interview Eighth Note bidders and present a slate to the joint delegation at the closing Joint Session.
6. Analyze and discuss the progress of the Eighth Note, based on the new criteria presented in the 2015 year.
7. Evaluate the reading band and auxiliary clinic as implemented in 2015.
8. For the Eighth Note, strongly encourage one print submission at SED Convention in addition to the rolling online submissions.
9. Explore the possibility of jazz reading band and smaller chamber ensembles additions for Reading Band
10. Consider a Joint social on Friday, possibly being the addition of reading bands or other ensembles
11. Explore the possibility of the creation of a joint governing document for voting and discussion purposes

Respectfully Submitted,

Committee Chairs:

Sean Tighe - Tau Beta Sigma, Epsilon Theta, Georgia Institute of Technology

Matthew Mederos - Kappa Kappa Psi, Gamma Nu, Florida State University

Advisors:

Crystal Wright - Tau Beta Sigma, Theta Iota, Alabama A & M University

Craig Aarhus - Kappa Kappa Psi, Epsilon, Mississippi State University

Committee Members (Tau Beta Sigma):

Epsilon Theta

Epsilon Xi

Eta Beta

Theta Iota

Theta Upsilon



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Jurisdiction Committee Report

Committee Chair:

Emily Bartlett

Alpha Omega, Florida State University

Committee Advisors:

Neil Bleiweiss - Alpha Omega, Southeast District Parliamentarian and Lee
Commander - Alpha Omega, 2012-2013 Southeast District President

Charges to Committee:

1. Read and review the 2013 Jurisdiction Committee Report
2. Come up with a working deadline for submitting SED bid packets online (recommendation: one week prior to convention).
3. Make necessary constitutional changes to allow for new Eighth Note format.
4. Review the part of the constitution that discusses funding of the Eighth Note.
5. Edit and make necessary changes in both the SED Constitution and the SEDOM to promote continuity and advancement.

Implementation of Charges:

1. The committee read and reviewed the 2013 Jurisdiction Committee Report and looked at the changes made to the District Constitution at the 2013 District Convention.
2. The committee read the Charges given by the District Council and came up with the following changes:
 - **Addition of the Tau Beta Sigma Southeast District Mission Statement on the first page of the District Constitution to read as follows:**
The Mission of the Southeast District of Tau Beta Sigma is to Cultivate as aesthetic Musical environment, maintain Leadership through the support and encouragement of our sisters, enhance our collegiate bands and the community around us through Service, and develop a Sisterhood fueled by mutual respect and love for our organization in a positive environment which promotes strength, excellence, and diversity.
 - **Insert a page break after the mission statement so that Article I begins on page 2.**
 - **Article II Section 1: omit “Until the 2011 District Convention, the offices of Secretary and treasurer shall be combined into one office which includes the responsibilities of both offices,” so the section shall read:**
 1. The elected officers shall consist of President, Vice President of Membership, Vice

President of Special Projects, Secretary, and Treasurer. The appointed officers shall consist of Historian and Parliamentarian.

- **Article II Section 3 part c: add “...appointed positions (who are non-voting members), and the...” so that part c reads as follows:**
 - c. Each officer shall have one vote in all meetings, except for the appointed positions (who are non-voting members), and the President, who shall only vote in the case of a tie or if the vote is by secret ballot.
- **Article II Section 3: add part i. which shall read:**
 - i. Any officer elected in their final semester of college may serve out their term in office providing that a complete Life Membership application, including all fees, is filed with National Headquarters prior to the student’s graduation.
- **Reformat the rest of Article II Section 3 to reflect the addition of part i; previous parts i, j, k shall now read j, k, l.**
- **Article II, Section 4: add part e and f to read as follows:**
 - e. Send out District Convention information (proxy forms, schedules, etc.) and Chapter Progress Reports to the chapters no later than one month prior to the set date of Convention
 - f. Send reminders to each chapter at least one month prior to any National paperwork deadline.
- **Article II Section 7 part a: add II.7.a.i and II.7.a.ii**
 - a. The Secretary shall: take the minutes of the meetings of the Executive Council and at District Convention
 - Minutes of the meetings of the Executive Council shall be distributed to council members and the National President no later than one week after a meeting
 - Minutes of the District Convention will be published and distributed to all chapters within six weeks of Convention
- **Article II Section 7 part c: strike from the duties of the District Secretary as this is now Article 2.4.f**
- **Article II Section 8: add part h to the duties of the District Treasurer to read:**
 - h. Send out a Rainy Day Fund packet to all chapters of the SED.
- **Article III Section 2: change to read as follows:**
 - 2. Committees may submit charges addressed to other committees for the following District Convention by the end of the current Convention’s second separate session. Such charges should include details justifying their importance or necessity.
- **Article III Section 6: change to read as follows:**
 - 6. The Joint Actions Committee (JAC) shall be subject to the guidance of both organizations’ District Executive Councils and the District Governors and Counselor(s). The Membership shall be composed of both Kappa Kappa Psi and Tau Beta Sigma and will deal with the joint affairs of the District. These affairs shall include evaluating and reviewing bids for District convention and The Eighth Note and recommending the respective host chapters for each.
- **Article III Section 7: add 7.a and 7.b for consistency in the District Constitution for Committees and their purposes/duties.**
 - 7. The committee on Jurisdiction shall:
 - a. Examine the District Constitution and other governing documents, such as the District Operations Manual.

- b. Submit to the delegation relevant amendments to or propositions regarding those documents
- **Article III Section 8: add 8.a for consistency in the District Constitution for Committees and their purposes/duties.**
8. The Committee on Membership shall:
 - a. Examine, recommend, and submit to the delegation any relevant propositions related to the recruitment and retention of members, post-membership education, and colonial operations.
 - **Article V Section 2: add “One copy shall be given to each of the District Officers and Counselor(s),” so the section shall read:**
2. District Officer and Committee Chair Reports. All District Officers and Committee Chairs shall submit typewritten copies of all reports to the Executive Council by the end of each District Convention. One copy shall be given to each of the District Officers and Counselor(s).
The Committee discussed at length the changes that needed to be made in our District Constitution and District Operations Manual concerning the District Publication. We conferred with the Kappa Kappa Psi Southeast District Committee on Jurisdiction (Chaired by Trent Locher) to come up with a clear and concise solution that is consistent across the organizations should the publication be hosted jointly. The major changes are the following: Hosts are required to keep the online submissions updated regularly AND have a digital format (be it PDF or other document type) of the publication to cut down on the cost of printing the Eighth Note but still maintain the quality of the publication.
 - **Article VI Section 1 part c: changes were discussed to reflect the rolling online submissions to the *Eighth Note* throughout the year. Part c will read as follows:**
b. Deadlines and Content. The deadline for submission of articles shall be rolling throughout the school year prior to the District Convention, with the viewing of the *Eighth Note* available at any time in its online format.
In the event that the Host Chapter(s) fail to publish the online edition of the *Eighth Note* within any three month period, the District Governors of Kappa Kappa Psi and District Counselor(s) of Tau Beta Sigma will confer and select an alternate Chapter to publish the *Eighth Note* with preference given to those Chapters that submitted bids to host it at the most recent District Convention.
 - **Article VI Section 1 part d: Financing. Strike the entire part with the knowledge that the publication is going digital.**
 - **Article VI Section 1 part e: strike “A minimum of one copy per issue of the *Eighth Note* shall be sent to each Chapter and Colony in the District**
b. Distribution. Host chapters must have a digital format of the publication ready no later than 2 weeks prior to District Convention to be sent out to District Officers, the Presidents of other Districts, and the National Officers.
 - **Article VII Section 2 part a: propose change to accommodate the possibility of no bids to host District Convention are submitted to JAC. The change will read as follows:**
 - a. District Convention shall be held annually, at a site chosen in joint session at the previous Convention. If the location for the next Convention is not determined by the end of the current Convention: a window to submit bids to host the District Convention will be opened for thirty days following the close of the current District Convention. Upon the

ending of the submission window, the joint District Councils, District Governors, and District Counselor(s) will select the Host Chapter(s) from the submitted bids.

- **Article VIII Section 1: clarifying that it is the duty of the host chapter to organize the logistics of Reading Band, but it is the District Council's duty to provide a director and music**

1. **Reading Band.** At each District Convention, there shall be held a Reading Band open to all college band members and directors, but without preference to membership in Tau Beta Sigma, unless circumstances prevent its feasibility. The Chapter hosting District Convention shall be responsible for the logistics of the Reading Band. It shall be the District Council's duty to provide a director and music with the assistance of the Host Chapter(s) if needed.

- **Article VIII Section 2: clarifying that it is the duty of the host chapter to organize the logistics of the Auxiliary Clinic, but it is the District Council's duty to provide a clinician.**

2. **Auxiliary Clinic.** At each District Convention there shall be held an Auxiliary Clinic open to all college auxiliary members, but without preference to membership in Tau Beta Sigma, unless circumstances prevent its feasibility. The Chapter hosting District Convention shall be responsible for the logistics of the Auxiliary Clinic. It shall be the District Council's duty to provide a clinician with the assistance of the Host Chapter(s) if needed.

3. Changes in the District Operations Manual

- **Change on the Table of Contents: Officer Mail-Out Dates and other Duties**
- **Page 3 on How to run for District Office:**

5. Any officer elected in their final semester of college may serve out their term in office providing that a complete Life Membership application, including all fees, is filed with National Headquarters prior to the student's graduation

- **Title on Page 4: Mail-Out Due Dates and Other Duties**
- **Also on Page 4 of the District Operations Manual:**

1.b. Send reminders to each chapter at least one month prior to any National paperwork deadline.

1.d. Send out District Convention information (proxy forms, schedules, etc.) and Chapter Progress Reports to the chapters no later than one month prior to the set date of Convention.

2.c. Send Shells to chapters via email or paper format twice each semester, with exact publication dates determined by the Executive Council.

2.d. is to be removed from the DOM under the duties of Secretary as it has been moved to that of President
3.b. The SED Treasurer shall be responsible for holding a fundraiser that consists of a competition

i. The type of competition shall be left to the discretion of the SED Treasurer ii. The submissions shall be from Active chapter in the SED

a. The SED Treasurer shall maintain the District Fundraising Database

i. The SED Treasurer shall be responsible for providing updated documents to the Webmaster to post on the SED Website

a. The SED Treasurer shall, with the assistance of the VPSP, solicit donations for the Special Projects fund

- **On the section devoted to How to Bid for the Eighth Note**
 2. The host chapter shall update the online edition of the Eighth Note continuously through the school year.
- **Remove 4.f.**
- **Renumber what is the second 2 to be 5:** The host chapter shall distribute digital copies of the Eighth Note to each Chapter and Colony in attendance at the District Convention, and to the District Officers, Presidents of other Districts, and the National Officers.
- **Page eleven of the District Operations Manual concerning District Awards**
- **Remove the following awards:**
 5. Best Display Award
 7. Outstanding Chapter Achievement award
 8. Recognition Award
- **Edit the awards of Outstanding Chapter Assistance Award and Shells Umbrella Full Participation Certificate:**
 8. Outstanding Chapter Assistance Award: presented as a certificate to any Chapters that have given assistance to any other Chapter in the District, such as Chapters who serve as Colony Advising Chapters.
 10. Shells Umbrella Full Participation Certificate
 - a. Presented to any Chapters who have donated at least \$1 dollar per current Active member of the donating Chapter to the Rainy Day Fund at the time of convention
- 4. Lastly, the Committee on Jurisdictions received proposed changes to the District Constitution and District Operations Manual from other committees of the Southeast District.
- **From History and Sisterhood Committee:**
 - **Remove Article II, Section 10, part d.ii as it is irrelevant to the office of Historian and no longer a current practice for the office.**
 - i. Solicit photograph and scrapbook submissions from the chapters in the Southeast District at least twice per semester.
 - a. All pictures must be submitted six weeks prior to the Convention date, but scrapbook pages are due at Convention
 - b. All chapters submitting scrapbook pages must submit them by second separate session at convention.
- **From the Committee on Membership**
 - **Remove Article II Section 5 part b which requires the Vice President of Membership to submit a membership evaluation questionnaire to be filled out by District Convention attendees.**
 - **Add part g to Article II Section 4:**
 - g. Submit a post convention feedback survey to be filled out by District Convention attendees.
- **From the Committee on Ways and Means:**
 - **Amend Article II 8 d:** Propose a budget for the District, with assistance from the Committee on Ways and Means, to be submitted to the delegation for adoption
 - **Add g. i**
 - The method of contact shall be at the discretion of the SED Treasurer

Charges to the 2015 Committee on Jurisdiction:

1. Review the Committee Report from the 2014 Jurisdiction

2. Review the effectiveness of the new policies of *The Eighth Note* and create proposed amendments if needed
3. Edit and make necessary changes in both the SED Constitution and the SEDOM to promote continuity and advancement
4. Create charges for the 2016 Committee on Jurisdiction

Respectfully Submitted,

Committee Chair:

Emily Bartlett - Alpha Omega

Advisors:

Neil Bleiweiss- Alpha Omega, 2013-2014 Southeast District Parliamentarian

Lee Commander - Alpha Omega, 2012-2013 Southeast District President

Committee Members:

Epsilon Lambda - Jessica Rogers

Zeta Iota - Chynna Calloway

Theta Gamma - Carolyn Mercer, proxy from Beta Xi

Iota Omicron - Carolyn Zabski, proxy from Eta Xi

Iota Upsilon - Brittany Cottrell

Chapters:

Alpha Omega

Theta Upsilon

Theta Iota

Eta Phi

Eta Xi



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Membership Committee Report

Committee Chair:

Will Smith

Gamma Epsilon, University of Miami

Committee Advisors:

Christa Hall - Epsilon Alpha, Southeast District Vice President of Membership

Kathryn Kelly, MD - Eta Delta, National Vice President for Colonization and Membership

Charges to Committee:

1. Review the 2013 Committee on Membership Report.
2. Review the effectiveness and usage of the new Membership Database, and whether it is a successful project to continue.
3. Evaluate the success of the Southeast District MEP Rubric, including the CMEP component.
4. Create charges for the 2014-2015 Committee on Membership and Southeast District Officers (if applicable).

Implementation of Charges:

1. Reviewed the 2013 Committee on Membership Report.
2. Discussed the implementation of the Membership Database.
 - a. Discussed the online Membership Resource Database.
 - b. Discussed including more information provided by chapters on the Membership Resource Database.
3. Discussed the role of the District VPM in assisting Chapter VPMs.
 - a. Ideas included sharing strong MEPs with the district and assisting in membership projects at the chapter level.

Charges to the 2015 Vice President of Membership:

1. Encourage chapters to establish static email addresses for officers to facilitate improved communication, both within the chapter, and at the district and national level.
2. Add documents to the Membership Resource Database from chapters and district and national officers to help chapters improve to the level of being competitive for district and national awards.

3. Create an anonymous form to answer questions VPMs may have, but do not wish to ask openly.
4. Modify the MEP Rubric to include categorical organization of membership events to facilitate sharing of information and establish more formal formatting for the MEPs.
5. Encourage teaching Kappa Kappa Psi's history and public information in Continuing Membership Education to improve joint relations.
6. Create a Dropbox or equivalent account to share documents with Chapter VPMs.
 - a. Documents are to be submitted to the District VPM and will be shared by them.
 - b. Create folders in this account for different topics (recruitment, service, etc.). Reach out to chapters to find schools to suggest to the National VPCM for colonization.
7. Encourage closer relations between chapters and district and national officers.

Charges to the 2015 Committee on Membership:

1. Review the 2014 Committee on Membership report.
2. Review the expansion and effectiveness of the Membership Resource Database and propose helpful modifications and additions to the Database.
3. Review the effectiveness of communication between the District and Chapter VPMs and suggest possible ways to improve this communication.

Respectfully Submitted,

Committee Chair:

Will Smith – Gamma Epsilon

Advisors:

Christa Hall – Epsilon Alpha, 2013-2014 Southeast District Vice President of Membership

Kathryn Kelly, MD - Eta Delta, National Vice President of Colonization and Membership

Committee Members:

Delta Theta - Karlette Sullivan, proxy from Zeta Beta

Eta Lambda - Avery Cobb, proxy from Theta Lambda

Theta Gamma - Canary Robinson

Iota Rho - Lenore Brown

USF Colony - Julia Ford



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Nominations Committee Report

Committee Chair:
Katherine Muscedere
Zeta Psi, University of Central Florida

Committee Advisor:
Reneé Cartee
Zeta Psi, Southeast District Counselor

Charges to Committee:

1. Review the Nominations report from the 2013 SED Convention.
2. Review 2.03-2.09 of our district constitution so to understand the duties of each office.
3. Select the questions the committee intends to use to interview candidates.
4. Interview the candidates running for our district offices.
5. If applicable, use rubric/scoring sheet that was created to guide evaluating candidates. Later, discuss its effectiveness and whether it should be continued.
6. Slate a person for the district offices, to be presented at the Separate Session on Sunday morning at the 2014 SED Convention.
7. If applicable, create charges for the 2015 Nominations Committee.

Implementation of Charges:

1. We reviewed the Nominations report from the 2013 SED Convention.
2. We reviewed sections 2.03-2.09 of the SED Constitution.
 - a. We suggested that the 2014 Jurisdiction Committee review sections 2.05b and 2.07c
3. We reviewed the interview questions given to us and decided to use them as is.
 - a. Questions for each candidate:
 1. What other responsibilities will you have and how will district office fit into your overall schedule?
 2. If not elected for the position you are running for, would you be willing to serve in any other positions?
 3. Which of the 8 and 5 do you feel personifies you the most and how would you incorporate it into your office?
 4. What do you feel you can offer to allow the position to grow? What do you feel is done well in this office and what would you like to continue?
 5. What is your vision for the 2014/2015 Council?

6. How would you transfer your passion of Tau Beta Sigma within your chapter to district level?
- b. Officer specific questions:
 1. President: What will you bring to the position of district president to enhance the district overall? What leadership positions/experiences have you had that will benefit you in this office?
 2. VPM: How do you plan to communicate with colonies and chapters to actively recruit and retain members?
 3. VPSP: If you had one program you would want to implement in the district what would it be? How would you make the program successful? (funding, implementation, attendance)
 4. Secretary: What is an example of an event or project that you had a role in organizing that demonstrates your organizational skills?
 5. Treasurer: Have you ever created or implemented a budget? If so, what kind and how?
4. We interviewed the candidates running for each district office.
5. We discussed the possibility of using a rubric to evaluate the candidates.
 - a. We decided the rubric could be helpful and thought of some general guidelines but did not have time to create one.
6. We created the following charges.

Charges to the 2015 Committee on Nominations:

1. Review the Nominations Committee report from the 2014 SED Convention.
2. Review sections 2.03-2.09 of the SED Constitution so as to understand the duties of each office.
3. Review the questions asked during the candidate interviews to check for relevancy and discuss any possible changes.
4. Interview the candidates running for district office.
5. Slate a candidate for each district office.
6. If applicable, create charges for the 2016 Nominations Committee.

Charges to the Southeast District Counselors:

1. Create an objective rubric that the Nominations Committee members can utilize during officer interviews to better facilitate discussion and voting.

Respectfully Submitted,

Committee Chair:

Katherine Muscedere – Zeta Psi, University of Central Florida

Advisor:

Reneé Cartee – Zeta Psi, University of Central Florida, Southeast District Counselor

Committee Members:

Eta Omicron – Alexis Crowdy

Gamma Eta - Yolanda May Williams, Patrice Hubbard

Iota Lambda - Erica Bryant

Iota Zeta - Elizabeth Boyd

Zeta Tau - Shakerra Hill

Nominations Committee 2014 District Officer Slate

SED President

Christa Hall

SED Vice President of Membership

Will Smith

SED Vice President of Special Projects

Madeleine Hood

SED Secretary

Carolyn Mercer

SED Treasurer

Allison Reagan



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Programs and Music Support Committee Report

Committee Chair:

Sheneka Jones

Theta Zeta, North Carolina A&T University

Committee Advisor:

Shannon Matthews

Epsilon Alpha, Southeast District Vice President of Special Projects

Charges to Committee:

1. Review the 2013 Programs and Music Support Committee Report.
2. Review the current VPSP's projects as well as investigate new worthwhile projects for the district.
 - a. Concerto Competition
 - b. Service in Music Month
 - c. Service in Schools Month
 - d. District Service Project- Trash=Treasure

Implementation of Charges:

1. Concerto Competition- recommend to add the following improvements to increase the overall district participation:
 - a. Add a referral section to the Concerto Application in order for the VPSP to track which chapters are actively promoting the competition
 - b. Include a list of suggestions that the chapters can use to promote the competition at their schools
 - c. Email the Concerto Competition documents directly to the Chapter Sponsors and DOB
 - d. Encourage chapters to use social media to actively promote their involvement in the competition in spreading the word about the competition
 - e. Highlight the participating chapters on the SED TBS council social media venues
2. Service in Music Month and Service in Schools Music- recommended the following list of incentives to increase engagement in these programs:
 - a. Send a service project guide sheet along with the initial announcement of the service months
 - b. Encourage chapter members to charge their service chairs/VPSPs with implementing the programs as part of their chapter service activities

- c. Highlight the service projects on the SED social media networks
- d. Publicize the winning chapter's logs post-convention as a guide for the future
- 3. Trash = Treasure – informally voted to continue this project for the 2014-2015 term, implementing the following improvements:
 - a. Jumpstart the project at the beginning of the fall semester and ending at SED convention to allow for the maximal amount of donations possible
 - b. Hold an informal vote to allow the delegation to decide where to send the donations
 - c. Encourage the chapters to implement collecting donations as a chapter service project
 - d. Effectively promote on social media networks

Charges to the 2015 Committee on Programs and Music Support:

- 1. Review the 2014 Programs and Music Support Committee Report.
- 2. Review the current VPSP's projects as well as investigate new worthwhile projects for the district.
 - a. Concerto Competition
 - b. Service in Music Month
 - c. Service in Schools Month
 - d. Trash = Treasure

Charges to the 2014-2015 Vice President of Special Projects:

- 1. Implement a “Service Leaders of the District Award” recognizing the chapter that has the most outstanding participation in district service projects
- 2. Continue the previously listed service programs, executing the recommendations listed in the committee report

Respectfully Submitted,

Committee Chair:

Sheneka Jones – Theta Zeta, North Carolina A&T University

Advisor:

Shannon Matthews – Epsilon Alpha, Southeast District Vice President of Special Projects

Committee Members:

Epsilon Alpha

Theta Zeta

Theta Lambda

Iota Mu

Iota Xi



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Ways and Means Committee Report

Committee Chair:

Parquita Jones, Zeta Beta, Tuskegee University

Committee Advisors:

Salvatore Parillo - Zeta Psi, Southeast District Treasurer

Dollie O'Neil - Psi, University of Arkansas, TBΣ Board of Trustees

Charges to Committee:

1. Review the 2013 SED Ways and Means Committee Report.
2. Review the role of Treasurer and discuss future requirements of the office
3. Discuss the efficiency of the District Treasurer contacting chapters.
4. Discuss the means of fundraising by the 2013-2014 SED Council and assess their performance and possible ideas for improvement.
5. Look at the special projects fund and find ways to increase donations.
6. Evaluate the district fundraising database and its effectiveness.
7. Review the proposed 2014-2015 budget.

Implementation of Charges:

1. Review the 2013 SED Ways and Means Committee Report
 - a. We read it
2. Review the role of Treasurer and discuss future requirements of the office
 - a. Change the t-shirt competition to a general/design competition (charge to Jurisdiction)
 - b. Suggested that the treasurer send out a physical packet for the Rainy Day Fund, not just electronic notification
3. Discuss the efficiency of the District Treasurer contacting chapters
 - a. Facebook group was a great idea; utilize it more
 - b. Clarified that contact with chapter treasurers is at the discretion of the SED Treasurer
 - c. Talked about changing the dates in the constitution to contact by October 15th and March 15th (charge to Jurisdiction)
 - d. Suggested that the treasurer send out a survey of financial standing to all chapters (charge to Jurisdiction)
4. Discuss the means of fundraising by the 2012-2013 SED Council and assess their performance and possible ideas for improvement
 - a. T-shirts have been the norm for a while, change it up
 - b. Partner with chapters to sell their older merchandise on the SED Website for a 50%/50% split of income
 - c. Online partial proceeds (e.g.: Yankee Candle, Auntie Anne's, etc...)

- d. Discussed ways to better market the online merchandise webpage
5. Look at the special projects fund and find ways to increase donations.
 - a. Partner with the VPSP to collaborate ways to raise funds for the Special Projects Fund (charge to Jurisdiction)
 - b. Discussed soliciting local businesses to make donations to us as a non-profit organization
6. Evaluate the district fundraising database and its effectiveness.
 - a. Include a question or multiple questions on the Treasurer survey about fundraising on the chapter level
 - b. Include a link on the “District Resources” tab on the website, to be updated periodically by the Treasurer (via the Webmaster) (charge to Jurisdiction)
7. Review the proposed 2014-2015 budget. (See last page of this committee report)

Charges to the 2015 Committee on Ways and Means:

1. Review the 2014 SED Ways and Means Committee Report
2. Review the role of Treasurer and discuss future requirements of the office
3. Discuss the efficiency of the District Treasurer contacting chapters
4. Discuss the means of fundraising by the 2014-2015 SED Council, and assess their performance and possible ideas for improvement
5. Discuss the effectiveness of the Treasurer and VPSP soliciting donations for the Special Projects Fund
6. Discuss the effectiveness of the district fundraising database, and its marketing to the district
7. Discuss the options of printing out versus strictly electronic copies of the Eighth Note, and make a recommendation to the Jurisdiction Committee accordingly.
8. Review the proposed 2015-2016 budget

Respectfully Submitted,

Committee Chair: Parquita Jones – Zeta Beta, Tuskegee University

Advisors: Salvatore Parillo – Zeta Psi, University of Central Florida, SED Treasurer

Dollie O’Neil – Psi, University of Arkansas, TBΣ Board of Trustees

Committee Members:

Beta Xi

Zeta Beta

Eta Phi

Theta Chi

Iota Delta

Iota Sigma

Chapters:

Alpha Omega

Theta Nu

2014-2015 Approved Budget

2014-2015

<u>Acct #</u>	<u>Account Name</u>	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
<i>Revenues</i>				
0	Spring Allocation	\$ 500.00		\$ (500.00)
0	Fall Allocation	\$ 2,000.00		\$ (2,000.00)
0	Account Interest/ Service	\$ 30.00		\$ (30.00)
0	RDF Donations	\$ 100.00		\$ (100.00)
0	District Income/ Fundraising	\$ 800.00		\$ (800.00)
0	Special Projects Fund Donations	\$ 250.00		\$ (250.00)
0	Miscellaneous	\$ 800.00		\$ (800.00)
	Total	\$ 4,480.00	\$ -	\$ (4,480.00)
<i>Expenses</i>				
110	President	\$ 500.00		\$ 500.00
220	VPM	\$ 300.00		\$ 300.00
330	VPSP	\$ 300.00		\$ 300.00
440	Secretary	\$ 200.00		\$ 200.00
550	Treasurer	\$ 200.00		\$ 200.00
111	Parliamentarian	\$ 100.00		\$ 100.00
331	Historian	\$ 100.00		\$ 100.00
332	Scrapbook	\$ 75.00		\$ 75.00
333	Special Projects Fund	\$ 250.00		\$ 250.00
441	Copies and Postage	\$ 50.00		\$ 50.00
551	Fundraisers	\$ 800.00		\$ 800.00
552	Convention Awards	\$ 200.00		\$ 200.00
660	District Convention (Council)	\$ 150.00		\$ 150.00
661	Winter Council	\$ 500.00		\$ 500.00
771	National Leadership Convention	\$ 500.00		\$ 500.00
880	Miscellaneous	\$ 200.00		\$ 200.00
	Total	\$ 4,425.00	\$ -	\$ 4,425.00
Balance Carried Forward		\$ 55.00	\$ -	\$ (55.00)



TAU BETA SIGMA



2014 SOUTHEAST DISTRICT CONVENTION

Officer Report for Belinda Baker President

Sisters of the Southeast District,

At this time last year, I stood in front of you, the delegation, with very little prepared. All my thoughts were occupied with the future. I did not feel the need to say goodbye or thank you specifically or publicly, as I had more time with you. But this year, I have had no choice but to prepare a speech. Although this may sound melodramatic, I have to accept at this point that I will no longer be involved (as an active) in Tau Beta Sigma.

After the 2013 SED Convention at THE Florida State University (Go Noles), your SED Council hit the ground running preparing the Southeast District for the 2013 National Convention in Springfield, Massachusetts. I am so very proud to say we had 12 chapters represented at #NatCon2013, with 33 active members sitting for our district. We also had an enormous showing of alumni, enabling us as a district to form SEDAA (YAY, join it)! Although we did not end the Convention with the spirit stick, we did grow closer and stronger together as a district. The individuals in attendance at #NatCon2013 were able to give their opinions and input to the 2013-2014 SED Council as to what they needed and where they saw the Southeast District going this year. I hope those in attendance brought something back from #NatCon2013, I know I brought back no voice, and more passion for this district than I thought possible.

At #NatCon, each district president had to write a personal goal or mission statement for their year on Council. I am not going to share mine with you today, however the important part was this activity also led the current SED Council to create the official SED Mission Statement, voted on by the delegation this year—like a little while ago. I'd like to remind you of that Mission Statement now. "The mission of the Southeast District of Tau Beta Sigma is to cultivate an aesthetic Musical environment, maintain Leadership through the support and encouragement of our sisters, enhance our collegiate bands and the community around us through Service, and develop a Sisterhood fueled by mutual respect and love for our organization in a positive environment which promotes strength, excellence, and diversity."

The 2013-2014 SED Council made a slow start as we learned about each other and became friends, but through events like Florida Day (shout out to Zeta Psi), ITB Takeover (here in ATL), Winter Council (thanks Georgia Tech!), and DLC (IOTA LAMBDA), and of course, through activities like "Musical Rooms" (one of my better ideas), we have become not only colleagues, but friends.

I stated very early on to this Council that this year was a “foundation year” for us. I was not planning on adding a whole bunch of new, fancy programs and projects. I wanted to create a strong, reliable, and responsible name for the SED. Although this goal cannot exactly be measured or weighed, I am excited to share with you that this year, the Southeast District had a 97% success rate for National and District paperwork. Plain and simple, each paperwork deadline got better and better, culminating with 100% of our chapters turning in their SED Convention paperwork. I can share with you, without a doubt, the communication within the SED exponentially grew with the Chapter Mentorship Program and my phone... ringing off the hook. I promise, AT&T (or my parents) can tell you, the SED communicated this year. Although we had some road blocks along the way, I am very pleased with the work both the Council and, you, the Southeast District chapters contributed this year!

Personally, I have learned 2 great things from this sorority, and I have learned them in the largest and fiercest way to do so. Because you know, I don't do anything halfway. The first thing I learned is that “No one can make you feel inferior without your consent.”(that is a quote by Eleanor Roosevelt)...and I learned that lesson from my own chapter. Then the second, I learned from you, the Southeast District. “In the world there are only two tragedies. One is not getting what one wants, and the other is getting it.” (quote by Oscar Wilde)

You see, the harsh truth I learned at Auburn is that I was different. I was not perfect. I unfortunately learned that lesson quickly and wholeheartedly, as it was pointed out to me frequently. But then, when I started attending SED and National events, I realized that yes, I was different, but that difference allowed me to achieve way more than ever anticipated. That difference allowed me to lead you. The final reality in this story, the moral if you will, is leaders are not perfect. Actually, being a leader is having the guts to share your struggles. Being a leader is uniting the troops and giving great pep talks (I am still working on that one). And finally, being a leader comes from within. You are the only one who can determine what sort of leader you are, where you might fit in... But I promise you this, you do belong. You are not inferior. You are worth it. And I will always support you.

As I leave you today, I am stepping away from an organization that has changed my life, in no small way at all. Unfortunately (and fortunately at the same time) for me, in August 2013 I graduated and made the move to Jacksonville, FL for “the real world.” The unfortunate part is not that I am growing up, but instead that the immediate Jacksonville area has no chapters of either Kappa Kappa Psi or Tau Beta Sigma. I suddenly, and for the first time in my life, felt very alone. My wonderful parents, who I am very close to (HEY MOM AND DAD), were a state away, something I have never experienced before; the friends I spent days, nights, and years with at Auburn were not around; and finally, you, my sisters and brothers, I did not even have you to see. This change was huge for me, I had to learn to depend on myself, to meet new people, and to go to a restaurant by myself (that part is still weird). But through this entire year, my love for this organization has only grown stronger by each day. Serving the Southeast District as your president has been both an honor and a privilege, that I still not sure why I was granted. Thank you so incredibly much for the opportunity to involve myself in your chapters and in your lives.

Here goes with the special shouts and memories:

1. To Beta Xi at the University of Florida: Thank you for being my home away from home since my move. In this strange place they call “Florida,” you are a semi-sane heaven in a frozen ITB-less tundra that is Jacksonville. I can honestly say, I think we have all learned too much about each other this year, but I wouldn’t have it any other way!

2. To Theta Lambda, my own chapter: Thank you for coming here this weekend, whether you are young or old in the bond, the Southeast District of Tau Beta Sigma will change your life- you only have to let it. Please introduce yourself to everyone around you, listen to them, for they will be your biggest asset as you move forth in your own Tau Beta Sigma story. Always and forever, War Damn Eagle.

2a. To Lauren Harrison: you have made me the proudest I have ever felt in my life so far. The feeling of you calling me and asking me for advice is something I cannot describe. You know exactly where my feelings of self-doubt come from and you are experiencing them now... yet you always stood by my side and wondered what the crazy people were talking about. I want you to know, you will find the same in me. Whatever happens after this moment, you have made me a better person. You are going to do great things in this sorority, and I am so very proud to know you.

3. To SEDAA: Past SED Council members and my mentors, you have been by my side cheering me on since before I even joined this magnanimous bond. I cannot wait to join you... like right now, as I step out of the active spotlight and into the alumni shadow. I hope we will share many years together of success for the Southeast District! Go SEDAA!

4. Crystal and Renee, I cannot imagine the Southeast District without you. Imagining a president that would not have you to call every day... and text during the day. And email in the middle of the night. They truly will not get the full and encompassing experience I have had. You have both shaped me as a sister and a person. I will never forget the advice you have given me. I have grown so much under your care. I love you so much, thank you for everything.

5. With that being said, to Stephen Burt and Lee Commander. You both have meant an extraordinary amount to me in the sisterhood. One of you inspired me to shoot for the stars in Tau Beta Sigma, and one of you helped me get there. I know you both will be excellent counselors. Never stop chasing your dreams, as that is the largest lesson I learned from you both.

6. To Christa Hall: I am writing this not knowing the outcome of elections... but if you are the new president: CONGRATULATIONS! I am so proud to see all that you accomplished this year. I wish you luck as you enter into your 2nd year on Council, the Tau Beta Sequel is always better than the original... best wishes for a great year! Please call me absolutely all the time to Tau Beta Talk. ☺

7. To Shannon Matthews: I am not sure how you felt following me as the VP of Special Projects this year, but I want you to know, your creativity is inspirational. I appreciate all of your hard work this year on Council and wish you many successes in your now “adult life.”

8. Ashley: I know this year was not easy for you, as a new member to Council. But thank you for always pushing forwards and doing your best, that is all I could ever have asked for. My biggest regret this year on Council is not spending as much time talking with you, as I feel like I missed out

on a wonderful personality and passion. Best wishes as the Epsilon Chi Chapter President for this upcoming year!

9. Neil... I hate your last name. Bleiweiss. You are so awkward and I love you. Every time I annoyed you, I mean called you, it never failed to put a smile on my face. My lack of Robert's Rules Etiquette at the beginning of this year, and probably even now, was well-known following Lee Commander... But every time you were patient and willing to listen, even if sometimes you told me the wrong thing to say! Thank you so much for your hard work. You will never get rid of me.

10. Bridgette: We have been friends for a while now, back even before March for Music. But I cannot have imagined this year with another historian. You were an amazing addition to this council, as your cheerful and smiling face brought everyone constant joy. I cannot imagine trying to be a convention host and be a member of MY council at the same time... all the phone calls and emails, but you have done an amazing job- so thank you.

11. To Salvatore Parillo: We have been through a lot together these past 2 years and it has been an incredible ride. (not literally.) Ups and downs, you have stood by my side and been a huge support system. Without you to calm me down and listen to me yell into the phone, I do not know what I would have done. Your strength and perseverance should serve as an example to everyone in this room, as many would shy away from the responsibilities and tragedies you carry in life. Thank you for being an incredible role model and friend. I can only hope that from here on out, we stay as close as we are now.

12. To the Georgia Institute of Technology: You are the best. Of course, I cannot have a favorite chapter within the Southeast District, as we are all rockstars. But even before this year, I took every possible trip I could to ATL to see you. The way you work together and bond as sisters and brothers never ceases to amaze me. You all have so much passion and desire to better this organization, if only we let the smart people run things. You'd be up here and not me! For real though, the way you manage to organize SED Convention, ask me the same question 12 times (just to make sure), and still go to classes about rocket science and other smart things... it is outstanding. So thank you, from the bottom of my heart, for all of your hard work into this year's convention. I am absolutely positive that if I had a different school as the host chapter, they would've started ignoring my phone calls. Thank you so much, Go Tech!

13. To my wonderful parents, the Baker Traveling Ukulele Show. I know I have not always been the easiest child. With playing percussion, going to Auburn, organizing March for Music, moving to Jacksonville, and finally, committing myself to the Southeast District as president, you have stood as role models and examples of how hard work and dedication outlasts anything else. Without your unwavering love for band, I am positive I would not be standing here today. Both your musical and ITB past welcomed me with open arms, and I found my second family. Thank you so much for sharing me with Tau Beta Sigma and the Southeast District. Thank you for years of support, whether I deserved it or not. I can only hope to one day make as much of an impact on my friends as you have.

14. Lastly, to the Southeast District, this year has meant more to me than you will ever know. I feel like everyone on Council ever says that in their Officer Report, but you truly cannot comprehend the

feeling of having 7 states, nearly 40 chapters, and approximately... no I don't know, a lot of sisters, placing their trust in you as a district officer, until you experience it. I hope to see most, no, ALL of you again very soon. As you know, I would never be able to leave sisters as fabulous as you. Although, my term is complete, I will never stop making myself available for you, should you ever need me. Thank you SED for a wonderful year, I look forward to many more after this!

Respectfully submitted,
Belinda Baker
2013-2014 Southeast District President
Theta Lambda, Auburn University



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Christa Hall Vice President of Membership

Sisters of the Southeast,

This convention marks the end of my term as your SED VPM. It has been a great year, and I feel extremely honored to have been able to serve the district in this capacity. Thank you so much for allowing me the opportunity to be on council this year. This past year has grown my love for TBS to a new level. Working with the rest of the Council, and talking to chapters has opened my eyes even more to the wonderful things that TBS has to offer. I love hearing about what everyone is doing in their chapters. Seeing all of the posts about new candidates and new sisters always makes me excited and helps remind me of why I love this organization so much. I had a great time getting to meet more of you all at both Florida Day and DLC this year. Talking with sisters, sharing ideas, and bonding over our love for music makes me feel great. SED has also been awesome this year, and I would like to thank Georgia Tech for all of their hard work.

A lot has been accomplished this year, and I could not have done it without the support from all of you. The Membership Resource was my main goal for the year, and I am happy to say that I was able to compile and complete it within my term. Membership has always been very dear to me, and I wanted to be able to do something to help our members. This resource included basic information for chapters, like Robert's Rules basics and Budget templates, as well as membership related resources. Going off of what sisters had said they would like to see, I included some recruitment tools, continuing membership education tools, and the national guide to membership. With the help of our awesome SED webmaster, I was also able to extend this resource to the Membership Database online. I hope that this resource will be helpful and useful for the district both now and in the future.

I want to thank a few people for making my time as a Council member so great. To my fellow council members, thank you so much for standing behind me and always being there for me. You all taught me that it doesn't matter where we're from, we all have common goals and interests and can be great friends. I am extremely thankful to have had the opportunity to work with all of you. To the councilors, thank you so much for all of your support and advice, I could not have gotten through this term without you. To my lovely Epsilon Alpha sisters past and present, first, go cocks! Second, thank you for your continued support and encouragement. You constantly make me want to strive to be and do more and are always ready to stand behind me no matter what. I would not be here today were it not for you, and you mean more to me than you can know. To my chapter sponsor, Sarah Lowery,

thank you for your continued guidance and support. I am so thankful to have you as a sponsor and supporter. And last but not least, thank you SED. I am so thankful to you all for entrusting me with this job. I cannot wait to see what big things are in store for the SED in the coming years, and I hope to continue making this organization great alongside all of you. Thank you for encouraging me to be the best sister I can be, and to always reach for my goals.

“With my sisters, I am best.”

Respectfully submitted,
Christa Hall
2013-2014 Southeast District Vice President of Membership
Epsilon Alpha, University of South Carolina



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Shannon Matthews Vice President of Special Projects

Sisters of the Southeast,

I can't believe it has been a year since I stood before you all, reading my pledge of office as the new Vice President of Special Projects for the SED. At the time, I was standing beside people who I (mostly) barely knew, thinking to myself, we got this. Right? This year, serving as your Vice President of Special Projects has been one that I assure you I will never forget. Through it all; the ratchetry of this council, the near all-nighters I pulled to get my various tasks done, and the opportunities to influence and be influenced by my lovely sisters of the SED, this has been one of the most stressful, and simultaneously, happiest years of my life. I got to spend a beautiful weekend in the Sunshine State at Florida Day and help ya'll pie some council members in the face, all the while, raising money for a great cause! I got to run around Six Flags Atlanta at ITB takeover, just having a great time with my sisters and brothers which is always one of the biggest highlights of my summer. Then, there was National Convention. This was hands down, one of the coolest experiences of my life! Going on this trip was the farthest I have ever traveled from the Southeast, and I want to thank the SED for making it possible for me to go as your VPSP and experience such an awesome event take place. After a little time to settle in, we kicked off the Fall semester in October for Service in Music Month, this year with the intent to serve all ages. Then, I got down to work trying to promote the Concerto Competition, and, though it is still a work in progress, everything worked out great this year! We had an amazing winner, and I know it's only going to grow and improve in the years to come. After the Concerto Competition was underway, I was at work brainstorming service projects to have at DLC and SED convention. I decided on having just one project, the 2014 Musical Trash=Treasure Drive, for both events, so that we had the ability to really make the project succeed. I feel confident that, if the future VPSP decides to continue this service project, we as a district could definitely take the drive to a whole new level and help better the chances of success for striving young musicians in the Southeast.

Seeing it all written down on paper, I wonder how managed to get it all done, and I can confidently say that my success is the direct reflection of just how good Belinda Baker was as our SED President. I don't know how you do what you do, Belinda, But you're amazing, and I want to thank you for putting up with my newbie mistakes and silly questions, and being a great support system anytime myself, or anyone in the district, needed one. To my other fellow council members, I am so grateful to get to know you all and experience the trials and success of this term with you. If I could do it all again, I don't think I would have picked anybody else to take this plunge with!

To the councilors: Renee. You are such an inspirational person. I look up to you so much because you are so wise and so kind. Every time, this year, that I've seen you with your beautiful family and listened to you tell stories about them, I lit up with hope that one day I will be as good a mom as you are. I hope that we stay in touch so that I can continue to learn from you and be inspired by you.

Crystal, you have the uncanny ability to strip me of my nerves no matter what the situation is. I can be completely stressed out, you walk in the room, and poof, my fears and stresses dissolve. You've kept me cool and collected all year and especially this weekend, and I am so grateful for that. You make me feel like I am capable of anything, like I am special and important which really motivated me to do my best this year.

I'm so glad to have been able to experience having the both of you as my councilors.

To Epsilon Alpha,

What an honor to be part of such a great chapter! Go Cocks! But seriously, to my predecessors, my idols, Sarah, my sponsor, Stephen, my grand-big, Rachel, my VPM and Chris the person who convinced me to rush TBS all the way back in 2009, if it wasn't for you all, those years ago, helping me grow and shape into the person I am today, I don't know where I would be right now. You helped me see my path in this sorority and you gave me the confidence to push myself and become capable of anything I put my mind to. You're my heroes and I mean that from the bottom of my heart. To my fellow EA sisters, those who crossed with me, and those who crossed last semester, it has been an honor to serve alongside you, and have you all as my family for these past 4 years and the many years to come. I am so grateful the support you continually gave me as I climbed up the ladder in EA on to the district level. Thank you. I can't say it enough. To me, you are the greatest chapter in the Nation, and I love you!

To the SED. I can't imagine being in a different district. Nobody would put up with my sass, and ratchetry the way you all do. Being able to work alongside you all to better this district has truly been an honor. Thank you for putting your trust in me last April and thank you for being such a truly inspiring group of people to know and work with. We are such a diverse district, but somehow we all click like pieces to a puzzle. Not that many groups of people could pull that off like we do. There is so much truth in the statement SED Greater Bonds There'll never because through it all, we mesh, and we're the best.

It has been an honor to serve you all as your VPSP.

Respectfully Submitted,

Shannon Matthews

2013-2014 Southeast District Vice President of Special Projects

Epsilon Alpha, University of South Carolina



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Ashley Williams Secretary

I remember the moment when receiving this position as if it was yesterday (although it was more like a year ago). I sat next to my chapter president, Ms. Monique McGowan, and shook in fear. I remember telling her I just became a member of Tau Beta Sigma in the Spring of 2012. How can I run for a district office? I remember her giving me inspirational words of encouragements. She really gave a whole lot of words, but I will of course sum it up for you today so that we will not be here until 12 AM tonight. She told me that we cannot control what year or when we become a part of something, however, what we strive to learn, and what we strive to accomplish, is totally within our control. She held my hand as it shook nervously awaiting my name to be called to speak in front of the delegation and Southeast District as a whole. As I stood before you, I remember feeling so nervous and scared. However, as I began to speak, it was as if your faces and all the power that this district had as a whole gave me the internal strength to stand before you and tell you how much I wanted to be a part of this district. It made me want to be a district officer for you because I knew how much I wanted to be there for not only the council, but for you, SED. Something miraculous happened, by the end of that weekend of April 5th – 7th, I became your SED Secretary. Of course, I received a lot of congratulations and hopeful words from a lot of you. I felt like I had really made an accomplishment and huge step for myself by receiving this position. After the convention, the succeeding council and the new Council of 2013-2014 went into a meeting room, and that was when reality hit... When Rebecca Snead, the 2012-2013 SED Secretary walked in with the Big Box and Little Box of SED for me, I thought I was in the twilight zone or something because I swore those were the largest boxes of papers, documents, and more that I had ever seen in my life. I knew the work was ready to start and I was ready to jump in and get it done.

The hardest milestone I had to accomplish was getting the SED Minutes together, and man, that took minute. Well actually a whole bunches of minutes. I thought I would never finish, because being the person that I am, I did not want to turn in anything mediocre, especially when it came to this district. However, with faith, long nights, and a little coffee along the way, I finished the 93-page document on time and was ready for my next project. I guess the somewhat easiest thing about that was I completed that in the Summer of 2013 and I had the time right after work to complete it. However, I never realized how hard it would be once my school year actually started how hard it would be to keep up: a nineteen credit hour class schedule, being a part of the Marching 101 band, Honda band/traveling band with late night schedules, and performances other than the regular scheduled football games, Praxis and PLT exams that are required for my degree, Epsilon Chi chapter meetings, working part time, keeping up with my family back home, and of course doing my part as a council

member to the best of my abilities and keeping up with that on a daily basis. It seemed as if my time management and time in general was tested on a daily basis. However, the faces I stood before in that April 2013 was in my head at all times and kept me pushing. As time progressed, my schedule got even more pressed when the Marching 101 band was selected to go to Honda BOTBs 2014. My Eight to Five kicked in to keep me pushing with everything that I had to do. Somehow, SED. I made it through. If it were not for my chapter of Epsilon Chi, my mentee chapters, you all, and of course the fellow SED Council, I would have lost it. When times got really rough, where I could not finish up the application like how I had fought so hard for because of things just going wrong. SED, I felt like I was failing you. However, you still motivated me and kept me pushing. My drive to help my mentee chapters kept me pushing, my council kept me pushing, and other chapters outside of my mentee chapters kept me pushing. Basically, you, SED kept me alive and pushing.

Overall, with the strength given to me by all of the elements I was blessed to have, I completed a lot of things despite not having my initial plan of starting a mobile application for the district. In replacement of a mobile application with the intentions of updating you all on a daily basis, an active Instagram page was created which gave you all constant feeder of deadlines, updates, and more. The SHELLS was completed and sent out to the district twice in the Fall and in the Spring. Minutes were sent out after all Council meetings. The SED Survival Guide was made to where it gave you all a guide to this convention. Basically in the end, everything worked hard for paid off.

In conclusion, I want to thank my home chapter sis-TAUs of Epsilon Chi for motivating me and getting me through this journey. I want to thank my fellow Council. Thank you so much for making me laugh, pushing me, motivating me, and encouraging me. At first it was hard because we did not know each other, however after a while, we got it together and made so many accomplishments happen for ourselves and this district. I could not ask to be a part of any other set of great individuals. And last but CERTAINLY not least. SED, I want to thank you. You gave little old Spring 2012 initiate who only had a year of experience in this organization a chance. You gave me the chance to prove myself. You motivated me on so many different levels. You got me out of my shell and pushed me to run and maintain this position. Thank you so much for everything and I wish the Council of 2014-2015 to keep pushing and striving to continue the efforts that has been put before them from past councils and reach milestones within themselves to set the bar of SED even higher! I know this district is full of so many great things and I am so excited to the future of excellence that district has in store. As we do in my home chapter, I am going to leave in love SED...but I am not going to say goodbye, but see you later, because you will definitely see me again. I love y'all too much. SED...Strength, Excellence, and Diversity. Thank you!

Respectfully Submitted,
Ashley Williams
2013-2014 Southeast District Secretary
Epsilon Chi, South Carolina State University



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Salvatore Parillo Treasurer

Sisters of the Southeast,

It is hard for me to give this officer report, as it is my last time on the Southeast District council. Serving as your treasurer for the past two years has been a monumental task, but extremely satisfying.

My most recent term began at the conclusion of SED Convention at THE Florida State University, with the newly formed council hitting the ground running. Belinda Baker had a game plan, and we worked our hardest to keep up with her. I am more than proud to have served my last term with these wonderful ladies and Neil by my side as the 2013-2014 SED Council.

The summer began with the council crashing at my house for Florida Day (hosted by the Zeta Psi chapter of Tau Beta Sigma and the Eta Sigma chapter of Kappa Kappa Psi; shameless plug) at the University of Central Florida. Here, we were able to have our first face-to-face council meeting, and we began to pave the way for this past academic year. With this, we chose our newest t-shirt to represent at National Convention in Springfield, MA. The winner of this t-shirt competition came from the Alpha Omega chapter, and is a great t-shirt. Our next obstacle to overcome was how to sell these while they were with me in Orlando, FL. With the help of our awesome Webmaster, Alfred Lanier from the Eta Xi chapter at Georgia Southern University, we were able to set up the SED Online Store through the SED Website (www.tbssed.org). With this, we were able to increase sales over the summer, and give our district an opportunity to purchase SED merchandise outside of district events (FL Day, DLC, SED Convention, etc...) Although I could not see this swarm of new t-shirts in Massachusetts this year, I heard it was a great turn out, which made me proud, all the way from the lovely country of Italy.

The end of the fall semester had me thinking of another fundraising opportunity: the SED Logo Competition. This was initiated by this council with the premise that it would be similar to the T-Shirt Competition; however, this would allow us to place the “newest look” of the SED on any object, not limiting us to just t-shirts. As with all new initiatives, it did not take off right away, but we did get submissions. The current council decided to leave this to the new council to pursue if they so wish.

Besides my fundraising endeavors, I am also charged with making sure that our council members get reimbursed for travel and the funding for our projects. I want to take this time to thank the council for being wonderful in making this process an easy and enjoyable task of this position.

Now that I have recapped my year, I must take this time to try and get a few tears worked up. This council has been a wonderful council this year, and I hope that everyone here realizes that. We worked our hardest this year, and we want to thank you for giving us this opportunity to work for you. I also want to thank you for letting me work with these wonderful ladies and Neil. This council is a wonderful example in music, but they are so much more to me.

In August, the academic year started off rough for me with the loss of my mother, my only living parent, and my only family member outside of the state of New York. I was contemplated with the decision of continuing to serve on the district council, or stepping down. I will always remember the night I called Belinda asking her what I should do, and just like every other time I have asked her this question, she always gave me just one answer, "I cannot decide that for you, only you can, but whatever you choose, I will support you no matter what." I do not know how I would have made it through this entire year without Belinda in my life. People always say opposites complement each other, but if anyone knows both of us, we have plenty in common: we are both stubborn, which causes us to butt heads. However, I would not change anything about my friendship with Belinda because in the end, we will always come out as true friends for life. She has been my rock this term; she has always supported me in what I wanted to do. Never once have I called her with an idea, and she has not been on board (but she has not hesitated to give her input). Because of this, Belinda has shown me the true meaning of Sisterhood. I knew that when we started our first term together at my school the University of Central Florida, it would be one of the most memorable times in my life. I am so proud of her; I am proud of all she has done for our district; I am proud that I was able to serve with her while she made great strides within our district, but I am most proud to call her not just my Sister, but my friend; my idol. Belinda, I will always look to you when I think of 8 to 5. Starting my district council term with Belinda was great, but serving at the same time and ending together will always be an honor and privilege.

To Renee and Crystal, I have always seen you as our SED Counselors. I was initiated during your first term (yes I am old), and I went on to originate the SED Historian position during your second term. I am proud to have known you since I have been a Sister, and even more proud to serve with you on council for many years. You have always been there for me, and made sure I am doing well. Your support in August of this past year was tremendous, and is always looked back on by myself when I need a boost of happiness. You are wonderful ladies. Renee, I know I will continue to see you in Orlando, since we both live there, but please do not be a stranger. Crystal, I will have to suck it up, and bear with the fact that we will see each other primarily at district events. However, I am making it mandatory that we stay in contact via phone/text, and girl you better always wear that tiara because I know I will. I love you.

To the Zeta Psi chapter, thank you so much for all your support throughout my times on council. You have always been my family in the state of Florida, but this past year has strengthened that bond even more. You put up with all my stress, my sass, and my life. You help me achieve my goals when things are not going as planned. You are the best support system I could ask for. You are

an amazing chapter, and I am so proud to be a UCF Golden Knight (Lance ‘Em!). Thank you especially to Katie, Lindsay, and Nickaletta for all the extra time you have given me out of your life, all the comfort you have offered, being a shoulder to lean on, and an ear to listen (because we know I love to vent, rant, and just plain old talk).

Finally, I thank the Southeast District of Tau Beta Sigma. You have given me so many wonderful opportunities, and it has been an honor and privilege. I am so proud to say that I have served this ever-growing, diverse district. In the words of two very special SED Presidents I served under “We are the best damn district” (Lee Commander), and “whatever you choose, I will support you no matter what” (Belinda Baker).

Respectfully submitted,
Salvatore Parillo
2012-2014 Southeast District Treasurer
Zeta Psi, University of Central Florida



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Neil Bleiweiss Parliamentarian

Sisters of the Southeast,

Over this past year, I've had the wonderful opportunity of serving you all as the Southeast District Parliamentarian. It has been an incredible experience working with my fellow District Officers to help ensure our success as a District over the year. I suppose if it weren't for my chapter hosting DLC my candidate semester, then I wouldn't be nearly as involved in the District as I am today...nor would I have had to make so many constitutional revisions. You think the Jurisdiction committee report is rough, that thing was my life.

Tau Beta Sigma has been such an amazing part of my collegiate career, and I will always keep it close to my heart throughout my life. My experiences as an Active member of the Sorority have helped me to develop a real appreciation and understanding of what I love about our organizations, and my time on District Council has definitely aided in that as well. I've been able to meet so many great individuals from chapters all around the Southeast, and it wouldn't have been possible without these people I stand with here. Thank you all so much for this great year, it's been so much fun, and I love you all very dearly.

To my Sisters of Alpha Omega, thankfully I still have a month left to spend with all of you, because if it weren't for you, I wouldn't be where I am today. You all have helped me grow into the person I am today, and have lent me your trust, confidence, and compassion. From the bottom of my heart, I love you all, and cannot begin to tell you how much I appreciate all that you do.

To the greatest District, this past year was amazing. I've met so many wonderful people sitting in this room here in front of me now, and I know you will all continue to make the future bright for our district. If there's anything I've learned in Tau Beta Sigma, it's that I know that no matter where I end up, I can always come back here to my home in the Southeast, and have an excellent family that I can be proud to call myself a part of. You all truly represent the fortitude and courage to see ideals and seize upon them, following them wherever they may lead you in life.

Respectfully submitted,
Neil Bleiweiss
2013-2014 Southeast District Parliamentarian
Alpha Omega, Florida State University



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Officer Report for Bridgette Bell Historian

Sisters of the Southeast,

It's hard to believe SED is here and I'm actually reading my officer report. It seems like only yesterday, I was being told, I was appointed as your Historian. This term has gone by so fast, and I'm sad to see it go.

I can't explain how awesome it was to learn about the history of Tau Beta Sigma, like how the current Shells came to be or how Wava said our mascot should be a cockroach. Collecting and creating this year's addition to the scrapbook was so much fun, however a little frustrating when the glue gun wouldn't cooperate. The joy, love and passion for music, Sisterhood and service I saw in all the photos was outstanding and I am so blessed to have been given the opportunity to be a part of such an amazing organization. Not only was creating the scrapbook amazing, but putting together to first ever SED Banquet slideshow was awesome. It not only represents Sisters from the Southeast District, but also our Brothers as well. I hope that you love the slideshow as much as I do, and you'll see it later tonight at banquet! :)

To my home chapter, Epsilon Theta, it has been an honor to serve for four years by your side. I think back to my candidate semester, and I realize how much I've changed since then. I know that I wouldn't be half the person I am without the love and support from each and everyone of you. I love and thank each one of you for what you've done for me and I hope that I can at least give you guys back half of what you've given to me. I look forward to coming back and seeing the wonderful things you will continue to do for the Yellow Jacket Marching Band, Epsilon Theta and the Southeast District.

Lastly, I would like to thank each and every one of you for your hard work and dedication to not only Tau Beta Sigma, but also your band programs. It has been my pleasure to serve as your 2013-2014 Southeast District Historian. What an honor it has truly been and I cannot be more thankful for this wonderful opportunity. Throughout this journey, I have met so many wonderful Sisters from all over the district, worked with some amazing council members and made so many friendships that will last a lifetime. It's an honor to serve and it's an even greater honor to serve with the amazing Southeast District. I hope all the best for you all and can't wait to see what is left to come!

Respectfully submitted,
Bridgette Bell
2013-2014 Southeast District Historian
Epsilon Theta, Georgia Institute of Technology



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Counselor Report of Crystal Wright District Counselor

Greetings Sisters of the Southeast District,

It is with great pleasure that I report to you the quest of the Southeast District Counselor for the 2013-2014 school year.

Your newly elected council of Belinda, Christa, Shannon, Sal and Ashley left The Florida State University with excitement and high expectations. They began writing goals and making plans almost immediately. The first face-to-face District Council Meeting of the year, held at Florida Day, was a huge success. Your council accomplished a great amount in such a short weekend.

While that was wonderfully nostalgic, we had some other events on the horizon. Renee, Belinda and I were making plans to attend National District Leadership Conference and you, the SED, were gearing up to head to National Convention in Springfield, MA. To add to all of our excitement we got the great news that both the St. Augustine University and the Elizabeth City State University Colonies were underway!

Arriving in Massachusetts for DLC was exciting. I had never been to that portion of the Nation before and was looking forward to what it had to offer. Someone should have warned me that sweet tea was non-existent and the young man taking my order would be so confused about this thing that I called grits. He served me breakfast potatoes instead. Nonetheless I was ready to work. Attributed to fun and hard work, the days flew by fast. Lead by Nicole Sanchez, we were able to learn about the state of our sorority, the national budget standing, our district glories as well as its challenges. It was nice to work with other counselors and district presidents to learn other perspectives, new insights and great trends. We spent time with our Kappa Kappa Psi counterparts with a mission to plan our major events. When DLC was over, we had a clear vision of what was to come.

National DLC was time well spent but we were soon ready to welcome you to the NED. It was NatCon time. National Convention 2013 was one for the books. There were intriguing workshops, wonderful committees and lots of decisions made by you, the active members. Take a look through the National minutes. You are the ones who raised your placards and helped to shape the future of our sorority. I was able to support our efforts by advising the National Ways and Means Committee and co-presenting with MWD counselor Adrienne, with a workshop entitled "Got Guard?" This convention was significant also in the fact that it was during these days that we remembered our loving founder. Together with every district of Tau Beta Sigma and Kappa Kappa

Psi, we showed just how much she impacted, her family, the world of band music and of course our bonded organizations.

The fall met us with a whirlwind. Your council started to chisel away at the goals that were set back in the spring in order to ensure that you had the best support possible. They chose to add Neil and Bridgette to the council to keep us grounded and on track and to capture all that was going on in the world of band service. While you all stood in the heat during the dead of summer as it turned into frigid night approaching winter, your council, produced Shells articles, chose DLC and Eighth Note hosts, organized concerto competitions, created data bases, evaluated financial standings, all while continuing to serve their college bands just like you. They discussed and helped to tweak MEP's, guided you through the OMRS, supported your fall events and continued to be examples of exemplary sisters and scholars. The fall semester was surely a tough one to balance with all that is expected but we all came out on top and continued into the spring semester.

At the start of the spring semester we traveled to Atlanta, Georgia for our Joint Winter Council Meeting with the SED KKPsi Council and the host chapters at Georgia Tech. The discussion planning for the upcoming district events was immense. With only one or two YouTube breaks the council pressed forward with the objective to give you all that you could ever imagine. The brothers and sisters at Tech were extremely gracious hosts and their hospitality was tremendously appreciated.

The next weekend, we traveled back to Atlanta for the Honda Battle of the Bands. It was great watching the pageantry of the bands that were selected to go. Although this is not an official event of the SED, it sure feels like it. The way that so many of you come to support the members of the bond and enjoy 4 hours of band music is astonishing. Even if you do not attend a Historically Black College or University, please don't sell yourself short. Make plans to travel to Atlanta next year.

As we moved into February we were headed to District Leadership Conference hosted by the chapters at University of North Carolina Chapel Hill. This conference was well worth the planning. Your attendance was impressive. For the location to be so polarized you came, you shared and my hope is that you found something useful for your chapters and band programs. I enjoyed be able to co- present with Kevin Dianna, alumni member of Kappa Kappa Psi about "Getting To Know You Better." I was happy to say that we, the Southeast District, were the first to Skype with our National Historian and Board of Trustees Member as she graced us with her seemingly endless wealth of knowledge.

One great milestone for the Southeast District since DLC was the announcement of the University of South Florida Colony starting their journey into our sisterhood. Congratulations USF, we look forward to welcoming you into our bond.

We have arrived to the 2014 Southeast District Convention. Whether you are a first time attendee for a 4th time attendee, whether you are a chapter secretary or the National President, hopefully you have an appreciation for the work and dedication of your council and host chapters.

On that note of appreciation, I will give mine.

To the National Councils of the last 3 bienniums, thank you. Kimbi called and said that I was being extended an opportunity to work in a capacity that I had never dreamed. She and Dollie chose

me, someone that no one knew. I didn't have all of the answers and I didn't know where to start. I was just a sister who had a little experience and wanted to give of myself and my time. Thank you for giving me a chance. I hope that you are pleased and that I have made you proud.

To My Past Councils, you each are an amazing group of young professionals. The experiences that we have shared have been beyond belief. If I had of been anything like you all when I was 20 years old, I can only imagine the possibilities of what I could have become. Watching you grow into your respective fields gives me joy and excitement. You are my own children in some special way.

To LaShika, Stephen, Katie, Rachel, Lee and Belinda thank you for teaching me about the life of a counselor. Each of you given me lessons to help prepare me for the next president. I don't think I was ever really prepared, but I loved it anyway. I expect great things from each of you and look forward to one of you leading this great organization that we know as Tau Beta Sigma.

Renee, there are absolutely no words. You are an amazing teacher, musician, sister, wife and mother. You are a renaissance woman who can do it all and in my eyes, knows it all. You have no idea how many times I have said "Uhhhh...Have you asked Renee?" You have been a wonderful balance for all that I am in this sorority. I don't believe that I could have picked a better cohort if I had the opportunity. Ying and Yang, Ebony and Ivory, Ren and Stimpy, I have no idea what they called us, but it has been and absolutely pleasure serving with you. Thank you for agreeing to be my partner and going for the ride of a lifetime with me. You are irreplaceable.

To the Alpha Omega Chapter at The Florida State University, thank you for your support, enthusiasm and numerous invitations. A trip to Tallahassee was never complete without a Sonny's stop. Your choice to make me one of your own was one of the most humbling experiences that I have ever had. Diamond Rose Forever!

To the Ladies who reside on Normal's Hill, you exemplify my heart walking around in human form. I want to thank you, my chapter, Theta Iota, who proudly serves the band program at Alabama A&M University. You have always there been here for the last 6 years. You are one of the things that has been constant through this journey. National Councils, District Councils and Governors have changed, but you continue to wear the maroon and white and when I look across the room, you are always there. I have watched you grow and you make me proud every time that I see you. To the 12 young ladies who have entered this great sisterhood that we call Theta Iota, I am excited for the future that have and greatness that you accomplish. Theta Iota continue in your service at Dear AMU, you know that I will be watching. In case you didn't know you mean the world to me and I love you.

There is yet one last group that I would be remised if I did not mention. That is you Southeast District of Tau Beta Sigma. Thank you for allowing me to operate as a servant leader for the seven states that we call home. Thank you for entrusting me with your concerns, your questions and your visions. Thank you for working with me, as we learned and grew together, to serve the bands on our illustrious campuses. Thank you for allowing me to use my voice, my thoughts, and knowledge to guide, support, and carry you when needed. Most of all I want to thank you for calling me confidant, problem solver, resource, counselor, and most of all sister. I am encouraged as I leave this post. I know that you are in good hands. I like to believe that some of my zeal and passion for this great

organization will continue through Stephen and Lee, but I am positive that it will continue through each of you. So continue in Synergy, Enthusiasm, and Diligence. Move forward with Scholarship, Engagement and Determination. Be an example of how to be Sensational, Eminent and Deliberate. Show yourselves and every other district who you are and why you are paramount. You are the SED, exemplifying Strength, Excellence, and Diversity!

Respectfully Submitted,
Crystal Wright
April 2008- March 2014 Southeast District Counselor
Theta Iota, Alabama A & M University



TAU BETA SIGMA

2014 SOUTHEAST DISTRICT CONVENTION



Counselor Report of Reneè Cartee District Counselor

My Dear Sisters of the Southeast,

Each year I come stand in front of you and give a "state of the Southeast District" message, our year, and our successes. By now you've heard many great things from our other officer reports. This time, I stand in front of you after serving 6 years watching the district grow. There's no way I could put all my thoughts into words or have time to stand here and tell you it all, but I'll sure express how proud I am!

I've watched some pretty wonderful things happen through the past 6 years. Each council had their growing pains which is necessary to improve as leaders and to learn to collaborate with others who have a different perspective. I've watched as every single council member came in and built up and refined what came before them to enhance the office, council, and SED. Just this alone created more unity and balance to focus on the SED's vision and mission. As a district you're cultivating music, encouraging leadership, serving collegiate bands and expanding your service to the community, and creating a sisterhood that lasts a lifetime!

From year to year, new ideas bloomed at your themed District Leadership Conferences and SED Conventions that many of you have added into your individual chapters such as: improved budgeting, ideas to enhance musicality, additional officers or chairs to increase leadership opportunities and talent, adding social aspect to service, and unique and fun ways to celebrate and promote Tau Beta Sigma to others!

I see tremendous growth with new chapters and more on the horizon! I see how you continually work harder to get the required paperwork in on time, and more diligent as the online system rolled out. I see members reaching out asking for help and giving of their time. I hope to see more of it as numbers increase and you all reach further into the district to meet the needs of bands and communities across the southeast. I see individual chapters taking more interest in their written membership education process and creating a document that is more cohesive and user friendly for future members. We had over 30 MEP's turned in this year. Many chapters have implemented additions making their MEP more organized and. From the 11 I received about 4 years ago has been a great improvement! Well done!

I have no doubt that this district will hit 100% on paperwork, dues, and MEP's within the next 2 years. I expect you to apply for those National Awards to show off the SED! Attend National Convention 2015 -it's an amazing experience that opens your eyes and energizes members with ideas!

Don't forget those district survey's the council implements many of your ideas from year to year during planning of events and activities. I also can't wait to see where your next council and our incoming counselors will do to get you there and beyond!

Stephen and Lee, I'm humbled to see you take on the reins to guide our beloved Southeast. All the years I've known you both I've seen great things! To know that you served with Crystal and I and you want to continue your own leadership in Tau Beta Sigma is a joyful and heartfelt feeling!

To the council -without getting too emotional up here, I hope I've given you inspiration as much as you have me. I love seeing the difference of opinions, the unique quirks, and the amazing ideas that come from you. In (kinda) one word, what you mean to me: Belinda -Nonstop, Christi -Cheerful, Shannon -Thoughtful, Sal -Dedicated, Ashley -Spirited, Neil -Precise, and Bridgette I can't help but to say -jacketless.

To my Zeta Psi chapter (GO Knights!)-new and old, you may not know my history but you're the chapter that created this crazy love I have for Tau Beta Sigma! All that you do supporting each other, going above and beyond for music, and being your crazy selves is so special to me.

Past SED Counselors who inspired me to be who I am to serve you, our members: Barbara Kelly-Hursey, Cindy Lasso, and Iliana, thank you for serving and your dedication to TBS.

Thank you to Past and Present National Officers for allowing me to serve you!

Crystal, I still remember my phone call from Kimbi! When Kimbi congratulated me and informed me that we would work together I already felt honored to get to work with you. We've always worked together for our students and I've admired your calm counseling!

I look back and can't believe it's been 6 years. I can't believe I've literally grown up with you all. Yes, grown up. As a professional, wife, and mother of 3 -we'll say I've grown up!

Don't worry. My sons and daughter already asked me "Mom, if you're no longer a counselor does that mean we don't get to go to those conventions anymore" -no way, I'm Tau Beta Sigma for Life! I have a suspicious feeling I have some future Tau Beta Sigma's living in my house! :)

One more shout out: to my Husband, Charley, he's been such an awesome support and encouragement since the very beginning of my TBS career.

It is an honor to serve you as your counselor. Forever In Love and Music -SED Strength-Excellence-Diversity!

Respectfully Submitted with Love,
Reneè Cartee
April 2008- March 2014 Southeast District Counselor
Zeta Psi, University of Central Florida



TAU BETA SIGMA

SOUTHEAST DISTRICT CONSTITUTION



Revised April 2013

The Constitution of the Southeast District of Tau Beta Sigma

As adopted by the Chapters assembled at the 2014 Southeast District Convention at Georgia Institute of Technology in Atlanta, GA on March 23, 2014.

The mission of the Southeast District of Tau Beta Sigma is to cultivate an aesthetic Musical environment, maintain Leadership through the support and encouragement of our Sisters, enhance our collegiate bands and the community around us through Service, and develop a Sisterhood fueled by mutual respect and love for our organization in a positive environment which promotes strength, excellence, and diversity.

Article I

1. This Constitution is duly adopted by the various Chapters of the Southeast District of Tau Beta Sigma. It establishes and prescribes the authorized functions and operations of the Southeast District in accordance with the National Constitution of Tau Beta Sigma. The District Operations Manual will be a secondary document which shall provide chapters with information on the operations of the District.
2. The Southeast District of Tau Beta Sigma shall be composed of all of the Chapters of the Sorority in active standing with National Headquarters from the States of Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, and Tennessee.
3. For the purposes of administration, the Southeast District of Tau Beta Sigma shall be a District as defined by Article V of the National Constitution. Therefore, this District shall operate pursuant to, and in accordance with, the provisions of that article.
4. Amendments to this Constitution and/or the District Operations Manual must be referred to the Committee on Jurisdiction at the same District Convention during which their vote takes place.

Article II: Officers

1. The elected officers shall consist of President, Vice President of Membership, Vice President of Special Projects, Secretary, and Treasurer. The appointed officers shall consist of Historian and Parliamentarian.
2. The District Executive Council shall consist of the five elected officers, the two appointed officers, and the District Counselor(s). The appointed officers shall be non-voting members of the Executive Council.
3. Officer Guidelines
 - a. The elected officers shall be elected by the assembled Delegates at District Convention. Their term of office shall last from one District Convention to the next.
 - b. Officers shall serve without pay. They shall report and submit to the guidance of the District Counselor(s).

- c. Each elected officer position shall have one vote in all meetings, except for the President, who shall only vote in the case of a tie or if the vote is by secret ballot.
- d. Officers shall have the right to organize ad-hoc committees to assist in the execution of their offices.
- e. Following District Convention, the Executive Council shall appoint a Webmaster to maintain the District's website(s), and update it at least monthly. The Webmaster shall regularly correspond with the Vice President of Special Projects in order to execute his or her duty.
- f. Should the office of President be vacated, the Vice President of Membership shall assume the office of President, and he or she shall then have the powers and responsibilities associated therewith until the end of the subsequent District Convention.
- g. Should any other office be vacated, the Executive Council shall, at its option, appoint a replacement pursuant to the eligibility requirements of Section 3.
- h. Any officer who permanently relocates outside of the District during his or her term of office shall automatically resign and vacate the office.
- i. Any officer elected in their final semester of college may serve out their term in office providing that a complete Life Membership application, including all fees, is filed with National Headquarters prior to the student's graduation.
- j. Upon missing two scheduled meetings, without providing the President and the Counselor(s) at least twenty-four hours' notice, the Executive Council shall discuss that officer's dismissal.
- k. Should an officer's Chapter be placed on suspension, the Executive Council shall discuss that officer's standing. The Counselor(s) shall then recommend an action regarding that officer to the National Council.
- l. An officer may be dismissed from his or her office by a unanimous vote of the Executive Council, excluding the officer in question, when in the opinion of the Council, he or she fails to fulfill the duties of the office or is no longer in good standing with the Sorority. The Executive Council shall notify the National President and National Headquarters of the dismissal within ten days. When an officer is dismissed from office, his or her Chapter must discuss his or her standing

within the Chapter, and notify the Executive Council of their decision within ten days of making the decision.

4. The President shall:

- a. Preside at all meetings, including Conventions and meetings of the Executive Council.
- b. Appoint the various committees, song leaders for District Convention, the Parliamentarian, and the Historian.
- c. Be a non-voting, *ex officio* member of all committees.
- d. Organize various awards to be conferred at District Convention.
- e. Send out District Convention information (proxy forms, schedules, etc.) and Chapter Progress Reports to the chapters no later than one month prior to the set date of Convention.
- f. Send reminders to each chapter at least one month prior to any National paperwork deadline.
- g. Submit a post-Convention feedback survey to be filled out by District Convention attendees.

5. The Vice President of Membership shall:

- a. Preside at meetings in the absence of the President.
- b. Maintain frequent contact with Colonies, their Advisors, and their advising Chapters during the colonization process and immediately after the Colonies have been established as Chapters.
- c. Execute the recommendations of the Committee on Membership in order to promote membership in the District.
- d. Advise Chapters on the topics of membership, recruitment, retention, and continuing membership education.

- e. Collect reports on the statuses of Chapters and Colonies which officers have visited.
6. The Vice President of Special Projects shall:
- a. Design and implement special projects as determined by the Executive Council.
 - b. Advise the Committee on Programs and Music Support, the Host Chapter(s) of the *Eighth Note*, and the Historian.
 - c. Encourage participation in National special projects.
 - d. Assist the President in organizing various awards to be conferred at District Convention.
7. The Secretary shall:
- a. Take the minutes of meetings of the Executive Council and at District Convention.
 - i. Minutes of the meetings of the Executive Council shall be distributed to council members and the National President no later than one week after a meeting.
 - ii. Minutes of the District Convention will be published and distributed to all chapters within six weeks of Convention.
 - b. Keep a database of current Chapters' contact information.
8. The Treasurer shall:
- a. Control the receipt and distribution of all monies of the District.
 - b. Advise the Committee on Ways and Means.
 - c. Execute all District fundraisers.
 - d. Propose a budget for the District, with assistance from the Committee on Ways and Means, to be submitted to the delegation for adoption.

- e. Assist the President in organizing various awards to be conferred at District Convention.
- f. Purchase the materials necessary for the awards given out at District Convention.
- g. Contact each Active chapter at least once per semester to discuss financial standing.
 - i. The method of contact shall be at the discretion of the SED Treasurer.
- h. Send out a Rainy Day Fund packet to all chapters of the SED.

9. The Parliamentarian shall:

- a. Ensure compliance with *Robert's Rules of Order, Newly Revised* (or other duly adopted rules of order) at meetings, or relax those rules at the discretion of the President.
- b. Ensure that meetings are conducted in such a way that ensures the rule of the majority, while also ensuring the right of the minority to speak its part.
- c. Ensure jurisdictional compliance with governing documents and interpret them as needed.
- d. Advise officers as needed and advise the Committee on Jurisdiction.
- e. Act as a Sergeant-at-Arms at the discretion of the President.

10. The Historian shall:

- a. Photograph all District events.
- b. Preserve historical items and traditions for the sake of posterity.
- c. Advise the Committee on History and Sisterhood.
- d. Create and maintain a new volume of the District Scrapbook
 - i. Collect pictures and scrapbook pages from each chapter throughout the year within the Southeast District.

- e. Coordinate the chapter scrapbook competition at each SED Convention.
- f. Work with the Webmaster to update and maintain the historical information available on the website.

Article III: Committees

1. The Standing Committees of the District shall be: the Committee on Jurisdiction, the Committee on Membership, the Committee on Programs and Music Support, the Committee on Ways and Means, the Committee on Nominations, and the Committee on History and Sisterhood. These committees exist at the discretion of the District President, who may condense or alter them as he or she sees fit.
2. Committees may submit charges addressed to other committees for the following District Convention by the end of the current Convention's second separate session. Such charges should include details justifying their importance or necessity.
3. The District Executive Council shall have the power to create ad-hoc committees as needed.
4. The District President shall assign the membership of the committees. The members shall serve until relieved of their appointment by the President.
5. The District Counselor(s) and District President shall be non-voting, *ex officio* members of all committees, both standing and ad-hoc, except for the Committee on Nominations.
6. The Joint Actions Committee (JAC) shall be subject to the guidance of both organizations' District Executive Councils and the District Governors and Counselor(s). The membership shall be composed of both Kappa Kappa Psi and Tau Beta Sigma and will deal with the joint affairs of the District. These affairs shall include evaluating and reviewing bids for District convention and The Eighth Note and recommending the respective host chapters for each.
7. The Committee on Jurisdiction shall:
 - a. Examine the District Constitution and other governing documents, such as the District Operations Manual.
 - b. Submit to the delegation relevant amendments to or propositions regarding those documents.

8. The Committee on Membership shall:

- a. Examine, recommend, and submit to the delegation any relevant propositions related to the recruitment and retention of members, continuing membership education, and colonial operations.

9. The Committee on Programs and Music Support shall:

- a. Examine, recommend, and submit to the delegation all propositions related to the programs of the District as they find necessary, including propositions related to awards, the District website, District Leadership Conference, the newsletter, and the *Eighth Note*.
- b. Recommend and submit to the delegation methods in which chapters should act as a support resource for music programs in the District.
- c. Recommend to the Vice President of Special Projects, via entries in its committee report(s), any relevant propositions regarding Music Appreciation Month and the Young Composers Competition.
- d. Act jointly with Kappa Kappa Psi when warranted.

10. The Committee on Ways and Means shall:

- a. Examine, recommend, and submit to the delegation any propositions related to the finances of the District.
- b. Assist the Treasurer in preparing an operating budget, for the following year, to be presented to the delegation for approval.
- c. Discuss and develop recommendations regarding the Rainy Day Fund and general fundraising.

11. The Committee on Nominations shall:

- a. Carefully investigate and evaluate the eligibility and competence of members for the election to the various elected officer positions of the District, select one member that would be ideal to serve in each of the elected officer positions, and present the names of such members to the delegation assembled as the committee's recommended slate of candidates.

- b. Assess the eligibility of members nominated from the floor for any elected officer position.
- c. Hold its meetings in a closed manner.

12. The Committee on History and Sisterhood shall:

- a. Examine, recommend, and submit to the delegation methods in which Chapters should promote sisterhood on the District and Chapter levels and preserve the history of the District and its growth over time.
- b. Provide a foundation for respecting the history of the District by maintaining an archive of District songs and traditions, along with highlights of the proceedings and events at District Conventions and District Leadership Conferences, and provide in such archive, a brief summary of the growth of the District over time.

Article IV: Delegates and Proxies

1. **Delegates.** Each active Chapter in the District shall be represented at District Convention by an official delegate, alternate delegate, or proxy delegate. Each official delegate, alternate delegate, or proxy delegate must hold a current Tau Beta Sigma membership card. A Life Member may represent his or her own Chapter at District Convention, if and only if no active delegate is present from that Chapter.
2. **Proxies.** Any Chapter that will be absent from a District Convention may select another Chapter from which its proxy delegate will be chosen, if possible. The selection shall be made by submitting a written request to the District President prior to the opening session of that convention. Should a Chapter choose not to select another Chapter for its proxy delegate, or through inaction fails to do the same, its proxy delegate shall be selected from an alphabetical listing of Chapters in attendance starting with the last Chapter that was seated at the previous Convention.

A Chapter arriving after delegates have been seated may have their proper delegate seated at the option of the District Council.

Proxy delegates shall be selected from among the many Chapters in attendance such that no Chapter in attendance has more than one vote in excess of any other Chapter in attendance.

Article V: Reports

1. **Chapter Progress Reports.** Chapter Progress Reports must be completed by the Chapter and postmarked at least three weeks prior to District Convention in order for that Chapter to be considered for any awards.
2. **District Officer and Committee Chair Reports.** All District Officers and Committee Chairs shall submit typewritten copies of all reports to the Executive Council by the end of each District Convention. One copy shall be given to each of the District Officers and Counselor(s).

Article VI: Publications

1. District Publication
 - a. The name of the District publication shall be the *Eighth Note*. It shall be published by active Chapter(s) in good standing.
 - b. **Bids.** Bids to host the *Eighth Note* shall be accepted on an annual basis at District Convention. A bid should be presented to the Committee on Joint District Actions at that committee's first session of the Convention, unless prior arrangements are made by the Executive Council. In the absence of any bids, the District Executive Councils of Tau Beta Sigma and Kappa Kappa Psi will select Chapters of the respective organizations to publish the *Eighth Note* or may elect not to have it that year.
 - c. **Deadlines and Content.** The *Eighth Note* shall be published online throughout the school year prior to the District Convention, with the viewing of the *Eighth Note* available at any time in its online format. The deadline for submission of articles shall be rolling throughout the school year prior to the District Convention.

In the event that the Host Chapter(s) fail to publish the online edition of the *Eighth Note* within any three month period, the District Governors of Kappa Kappa Psi and the District Counselor(s) of Tau Beta Sigma will confer and select an alternate Chapter to publish the online edition of the *Eighth Note* with preference given to those Chapters that submitted bids to host it at the most recent District Convention
 - d. **Distribution.** Host Chapter(s) must have a digital format (e.g. PDF) of the publication ready no later than two weeks prior to District Convention to be sent out to the District Officers, the Presidents of the other Districts, and the National Officers

2. District Newsletter

- a. The name of the District newsletter shall be *SHELLS*. It shall be published at least twice per semester, with exact publication dates determined by the Executive Council.
- b. The Secretary shall be responsible for the distribution of *SHELLS*. One copy of each issue shall be sent to each Chapter in either electronic or paper format, and each issue shall be posted to the District website.
- c. Each issue of *SHELLS* shall include at least one article from each District Officer, a calendar of upcoming events, reminders and announcements for the District, and any other content decided upon by the Executive Council.

Article VII: Meetings

1. District Leadership Conference

- a. District Leadership Conference shall be held jointly with Kappa Kappa Psi each year.
- b. Chapters interested in hosting District Leadership Conference should send a proposal to the District Presidents of Tau Beta Sigma and Kappa Kappa Psi by the prescribed deadline. If no bids are received to host the Conference by the prescribed deadline, the District Councils will determine a site, which must be approved by the District Governors and Counselor(s).

2. District Convention

- a. District Convention shall be held annually, at a site chosen in joint session at the previous Convention. If the location for the next Convention is not determined by the end of the current Convention: a window to submit bids to host the District Convention will be opened for thirty days following the close of the current District Convention. Upon the ending of the submission window, the joint District Councils, District Governors, and District Counselor(s) will select the Host Chapter(s) from the submitted bids.
- b. Chapters bidding to host a District Convention must adhere to the National Guidelines for Bidding and Hosting a District Convention. Moreover, each bid must contain at least two available dates and a proposed budget. The Executive Council, the District Governors, and the District Counselor(s) shall choose the final date

3. **Special Conventions.** Special Conventions of the District may be called upon a favorable vote of seventy-five percent of the Chapters of the District in good standing, or upon unanimous recommendation of all of the District Officers.
4. A ninety day written notice prior to the dates of all District Conventions shall be given to all National Officers, District Counselor(s), District Officers, and Chapters of the District by the National Executive Director and the District Secretary.
5. **Quorum.** Official delegates, or their proxies, from a simple majority of the Chapters of the District in good standing, together with at least two of the District Officers, shall constitute a quorum at all meetings of the District.
6. **Business.** Business at District meetings shall be determined by the District Officers with approval from the District Counselor(s). No official business of the District Convention shall be conducted on the evening prior to the first complete day of business, except in cases of Conventions shorter than two complete days of business.
7. For the purposes of preparation for District Convention, and of parliamentary correctness, the three committees of *Robert's Rules of Order, Newly Revised*, section 59 (that is, the Credentials Committee, the Committee on Standing Rules, and the Program Committee), shall consist of some or all of the members of the Host Chapter along with the District Executive Council. The District President shall officially chair these committees. Provided that preparations for District Convention progress to the satisfaction of the Executive Council, these committees shall not be required to meet formally.

Article VIII: Reading Band and Auxiliary Clinic

1. **Reading Band.** At each District Convention, there shall be held a Reading Band open to all college band members and directors, but without preference to membership in Tau Beta Sigma, unless circumstances prevent its feasibility. The Chapter(s) hosting District Convention shall be responsible for the logistics of the Reading Band. It shall be the District Council's duty to provide a director and music with the assistance of the Host Chapter(s) if needed.
2. **Auxiliary Clinic.** At each District Convention there shall be held an Auxiliary Clinic open to all college auxiliary members, but without preference to membership in Tau Beta Sigma, unless circumstances prevent its feasibility. The Chapter(s) hosting District Convention shall be responsible for the logistics of the Auxiliary Clinic. It shall be the District Council's duty to provide a clinician with the assistance of the Host Chapter(s) if needed.

Article IX: Finances

1. General Finances

- a. The District's revenue shall be derived from a *per capita* allotment provided by the National Organization. This money shall remain in National account(s) until requested in writing by all of the District Counselor(s) and Treasurer.
- b. The District Treasurer shall keep a record of all donations and contributions apart from the operating budget. Such monies must be deposited with National Headquarters.
- c. District fund requisitions must be submitted to the District Treasurer within sixty days of the expense, or such expenses shall not be reimbursed.
- d. To ensure the availability of capital for the entire term of office, District Officers may spend at most half of their budgeted funds during the first half of their term.
- e. District Officers may not claim any allocated funds for the reimbursement of meals.

2. Rainy Day Fund

- a. The Rainy Day Fund shall be an emergency fund consisting of contributions from the various Chapters and Colonies of the District for the purpose of assisting those Chapters and Colonies in need of financial assistance.
- b. The Rainy Day Fund shall also be used to pay the first year Chapter fee of newly chartered Chapters in the District.
- c. Financial need for distributions from the Rainy Day Fund shall be determined by the District Executive Council based on submitted documentation.
- d. Any balance remaining in the fund in excess of two hundred dollars at the end of the fiscal year will remain in the fund for the following fiscal year.
- e. To obtain distributions from the Rainy Day Fund, a Chapter or Colony must contact the District Treasurer for advisement.

- f. Requests for distributions from the Rainy Day Fund are subject to the approval of the District Officers. Distributions shall be considered donations to the requesting Chapter or Colony.

Article X: Joint Affairs

1. The rules of order for all joint meetings with Kappa Kappa Psi shall be *Robert's Rules of Order, Newly Revised*.
2. Joint sessions shall be governed by the presiding officers of Tau Beta Sigma and Kappa Kappa Psi jointly. All officers from each organization shall be responsible for performing their duties as coordinated by the two presiding officers.
3. The agenda for each joint session shall be considered by the two presiding officers prior to each session.
4. A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate of the other.
5. The Joint Chapter of the Southeast District of Kappa Kappa Psi and Tau Beta Sigma shall be comprised of the seated delegates of each organization meeting together at District Convention.
6. Voting delegates for joint meetings shall consist of all of the delegates representing individual Chapters in the District.
7. A joint resolution or motion shall be considered passed only when passed by both a simple majority vote of the Kappa Kappa Psi voting delegates and a simple majority vote of the Tau Beta Sigma voting delegates, with both such votes taking place during joint session.

Southeast District Operations Manual

Third Edition

2014

This manual is created to provide an at-a-glance set of instructions for basic Chapter needs as they relate to operating within the Southeast District of Tau Beta Sigma, National Honorary Band Sorority.



Table of Contents

How to Run for Office.....	3
Officer Mail-Out Dates and Other Duties.....	4
Delegate and Proxy Procedures.....	6
How to Bid for District Leadership Convention.....	7
How to Bid for the <i>Eighth Note</i>.....	8
How to Bid for Southeast District Convention.....	9
District Awards.....	12
How to Apply for the Rainy Day Fund.....	13

How to Run for Office

To be eligible to run for an elected office one must:

1. Be an active member of Tau Beta Sigma in good standing and an active member at the time of election and serving the university band during the term
2. Be at least a sophomore or a second-year student at a college or university.
3. E-mail the following to District President by specified date. This information will be placed online for the At-A-Glance Candidates for Office section:
 - a. Letter of intent – this should state name, chapter, and the office
 - b. Tau Beta Sigma resume – this should include anything of relevant sorority experience for the office
 - c. Goals for the office
 - d. Biography and professional head shot
4. Create a packet to be submitted to the Nominations Committee which contains, in addition to the above:
 - e. A letter of recommendation from the Chapter
 - f. A letter of recommendation from the Chapter Sponsor
5. Any officer elected in their final semester of college may serve out their term in office providing that a complete Life Membership application, including all fees, is filed with National Headquarters prior to the student's graduation.

Mail-Out Due Dates and Other Duties

1. President

- a. Send out District Officer evaluation forms no later than **halfway through** the term of office
- b. Send out District Convention information (proxy forms, schedules, etc.) and Chapter Progress Reports to the chapters no later than one month prior to the set date of Convention
- c. Send reminders to each chapter at least one month prior to any National paperwork deadline

2. Secretary

- a. Send the minutes of all executive council meetings to the National President **within one week** of the meeting
- b. Publish and distribute all Convention minutes to chapters **within six weeks** of Convention
- c. Send Shells to chapters via email or paper format twice each semester, with exact publication dates determined by the Executive Council

3. Treasurer

- a. Contact chapter treasurers by October 15 of the Fall semester, and March 15 of the Spring semester
- b. Send out a financial status survey to all chapter treasurers by October 15
- c. Send the Rainy Day Fund packets to chapters by **September 1**
- d. The SED Treasurer shall be responsible for holding a fundraiser that consists of a competition
 - i. The type of competition shall be left to the discretion of the SED Treasurer
 - ii. The submissions shall be from Active chapters in the SED
- e. The SED Treasurer shall maintain the District Fundraising Database
 - i. The SED Treasurer shall be responsible for providing updated documents to the Webmaster to post on the SED Website
- f. The SED Treasurer shall, with the assistance of the VPSP, solicit donations for the Special Projects Fund

Delegate and Proxy Procedures

Each chapter must select for Convention, from within, the following:

1. An Official Delegate – this person will represent the chapter during all joint and separate sessions, and will be the voice and vote of the chapter during these meetings.
2. An Alternate Delegate – this person could represent a chapter other than their own, if that chapter does not submit a proxy form.
3. A Proxy Chapter – the proxy is used in the event that no members of a chapter are in attendance. They may select another chapter to represent them during joint and separate sessions, and give that person/chapter the right to vote for them.

The delegate and proxy forms will be emailed to each chapter before Convention.

Failure to send in the proxy form to the President will result in a delegate being chosen from a different chapter, based on Article IX.2

How to Bid for DLC

1. DLC is held jointly for Tau Beta Sigma and Kappa Kappa Psi and therefore proposals must be sent to both the Tau Beta Sigma and Kappa Kappa Psi District Presidents by the set deadline.
2. The proposal should contain the following:
 - a. The date and place at which the Convention will be held
 - b. Detailed information about the accommodations (rooms available, equipment already supplied, etc.)
 - c. Detailed information on nearby hotels, prices, and distance from the Convention site
 - d. A completed sample schedule of the Convention (most of this will be supplied via the District Council)
 - e. A letter from the Chapter Sponsor (or Sponsors) confirming and support the choice of location for DLC

How to Bid for the *Eighth Note*

1. The bid to host the *Eighth Note* is done each year at the Southeast District Convention. The bid must be turned into the Committee on Joint Actions during their first session.
2. The host chapter shall update the online edition of the Eighth Note continuously throughout the school year.
3. The bid must be the prepared and proposed content and format, as though it was being published to the District.
4. The *Eighth Note* is published twice a year and each issue will contain the following:
 - a. A letter from a National Officer
 - b. A letter from the executive council of Tau Beta Sigma
 - c. A letter from the executive council of Kappa Kappa Psi
 - d. Any material gathered from other chapters, by the deadline
 - e. A calendar of District and national events and deadlines
5. The Host Chapter shall make available an online edition of the Eighth Note to each Chapter and Colony in attendance at the District Convention, and this copy shall be emailed out to the District Officers, Presidents of other Districts, and the National Officers.

How to Bid for Southeast District Convention

1. Obtain clear consent and support from the Chapter Sponsor and Director of Bands to host Convention *before* beginning to put together your packet.
2. The Chapter must present, via hard and electronic copy, to both Joint Actions Committee Chairs, the information contained in the bid packet, at joint opening.
 - a. The bid packet must contain the following:
 - i. Budget & Cost of Convention which should contain:
 1. Banquet Costs
 2. District Convention Mailings, copies, paper, envelopes, etc.
 3. Computer/AV/Audio costs during Convention
 4. T-shirt or other gift items
 5. Equipment rentals (for events, dances, instruments, entertainment, misc.)
 6. Room costs for meeting space
 7. Any other items that may cost money to run Convention
 - ii. Location, Maps, Parking
 1. The following are the minimal requirements for meeting rooms:
 - a. Joint Session – Enough seating for all participants (based on Convention attendance) with a head table for business.
 - b. Separate Sessions – Enough seating for all separate participants in the Fraternity or Sorority (based on Convention attendance) with head tables for business.
 - c. Exhibits and Sales – space for tables so that schools can display scrapbooks, chapters can sell merchandise, and vendors can sell National Supplies and Jewelry, etc.
 - i. Please check with the University, Hotel or Venue for rules regarding exhibits, jewelry, and merchandise prior to putting in the bid.
 - d. Committee Rooms – Enough rooms to conduct committee business in your District. For closed committee such as Nominations, Convention Bid, etc, make sure you have appropriate venues for privacy

2. Host Chapters Must Work with the District Councils on the following items:
 - a. Convention Schedule
 - b. Rooming for meeting space
 - c. Reading Band/Concerts/Musical Performances
 - d. Banquet Details

Host Chapters cannot make final decisions on the above mentioned items without the approval of District Governors & Counselors and sharing with District Councils.

3. Other Locations that may be necessary
 - a. Banquet – large enough for a head table (for the District Councils) and seating for all the paying participants. Room and catering must be considered.
4. A map of the area surrounding the Convention site listing local restaurants and entertainment venues. The map should also contain directions to/from the Convention site to/from the hotel

iii. Dates & Times

iv. Hotel location & costs

1. Hotel costs per room per night will be separate from the Convention Registration Costs because the attendees will pay for this separately.
2. If there are multiple hotels for Convention, make sure all location and room costs are clearly advertised and communicated in all of the materials for bid presentation
3. Answer the following questions:
 - a. What is the price for 4 persons in a room? What are the applicable taxes?
 - b. Does housing in the same facility as the meetings make the meeting rooms free?
 - c. Does having the banquet in the same facility make the meeting rooms free?
 - d. What is the check-in time? Check-out time?
 - e. How close is it to the meeting rooms and banquet?
 - f. How much is charged for overnight parking?
 - g. Will the hotel / student union provide brochures with information on the facility for the chapter to mail out with

registration forms, etc.?

- v. Outline of the host chapter membership and financial status
 - vi. Registration Fee based on number of attendees
 1. The number of attendees varies from year to year for District Convention; include a cost breakdown for various amounts of attendees. For example:
 - a. 400 attendees may cost “x” amount of dollars per person
 - b. 500 attendees may cost “y” amount of dollars per person
 - c. 600 attendees may cost “z” amount of dollars per person
 2. The fee must cover the Banquet and chapter Convention expenses. Do **not** separate the registration cost from the Banquet expense.
 3. The fee should cover mailing out pre-Convention packets to all the chapters in the District, including the cost of copying registration forms, fliers, etc.
 4. The fee cannot cover entertainment in any form. That must be provided by the host chapters at their own expenses.
 - b. Documentation showing the Chapter Sponsor and Director of Bands approves and supports hosting Convention
 - c. All necessary documents from your college or university Office of Student Activities in support of hosting convention
 - d. After consulting with sponsor and DOB, Chapters found to be in need of financial support must submit an application to the rainy day fund
 3. Be prepared to discuss all sections of the packet with the Convention Site Committee
-

If chosen to host Convention, the host Chapter must meet the following National deadlines:

1. December 1 – Preliminary Budget from Host Chapter(s)

2. January 1 – District Convention Fact Sheet from Host Chapter(s)
3. January 15 – Convention Website Live & Mailers from Host Chapter(s)
4. May 5th Final Budget from Host Chapter(s)

All forms due to National headquarters can be found at www.kkysbs.org/forms.html and emailed to hqna@kkysbs.org

District Awards

1. The Farthest Traveled Award
 - a. Presented as a plaque to the Chapter or Colony who travels the furthest based on Rand McNally mileage
2. Best Chapter Representation Award
 - a. Presented as a plaque to the Chapter who has the most active members at convention
3. Chapter Participation Award
 - a. Presented as a plaque to the Chapter with the most active, life, and alumni members at convention
4. Colony Participation Award
 - a. Presented as a plaque to each Colony in attendance
5. Merit Certificate
 - a. Presented as a framed certificate to all Chapters who meet all District and National deadlines for all paperwork
6. Outstanding Chapter Assistance Award
 - a. Presented as a certificate to any Chapters that have given assistance to any other Chapter in the District, such as Chapters who serve as Colony Advising Chapters
7. Shells Umbrella Full Participation Certificate
 - a. Presented to any Chapters who have donated at least \$1 dollar per current Active member of the donating Chapter to the Rainy Day Fund at the time of convention
8. Shells Umbrella Award
 - a. Presented to the Chapter who donates the most to the Rainy Day Fund at least one month prior to convention
9. Best Scrapbook Award
 - a. Presented as a framed certificate to the Chapter who receives the most votes during the Scrapbook Showcase

The Rainy Day Fund

In order to apply for the Rainy Day Fund the chapter must contact the District Treasurer. If the Treasurer feels as though the chapter has enough reason to need help they will recommend the chapter send a proposal. Upon the recommendation the Chapter should:

1. Submit two consecutive account statements from the chapter bank account
2. A typed, current fundraiser proposal. The proposal should contain the following:
 - a. The amount of money you would need to begin the fundraiser
 - b. The amount of expected profit you would gain from the fundraiser
 - c. The date you project the fundraiser occurring and the date you expect the funds to become available to you
 - d. A statement that describes the Chapter or Colony's financial situation. Include in the statement how and why the chapter situation is that way, and ways that you can improve upon it in the future.