

# UF SOUTHEAST DISTRICT CONVENTION

KAPPA KAPPA PSI & TAU BETA SIGMA  
APRIL 8-9, 2010



# Convention Minutes

## April 9-11, 2010

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

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### *Schedule of Events*

#### **FRIDAY, APRIL 9, 2010**

<b>Time</b>	<b>Event</b>
	<b>Location</b>
4:00-8:00 pm	Registration
5:00-6:00 pm	Dinner Break
5:00-5:45 pm	Committee Chair/Advisor Meeting
6:00-6:45 pm	Opening Separate Session
7:00-8:00 pm	<b>Committee Meeting Block 1</b>
	<i>Committee on History &amp; Sisterhood</i>
	<i>Committee on Membership</i>
	<i>Committee on Jurisdiction</i>
	<i>Committee on Music Support</i>
	<i>Committee on Nominations (closed committee)</i>
	<i>Committee on Ways &amp; Means</i>
	<i>Committee on Joint Actions (closed Committee)</i>
8:00-9:30 pm	<b>Tau Beta Sigma Ritual (Actives only)</b>
8:00-9:30 pm	<b>Candidates/Colonies Forum</b>
10:00-11:00 pm	<b>Bowling Night</b>

#### **SATURDAY, APRIL 10, 2010**

<b>Time</b>	<b>Event</b>
8:00-8:25 am	<b>Opening Joint Session</b>
8:30-9:30 am	<b>Erle Moring Joint Hazing Workshop</b>
9:30-10:30 am	<b>Erle Moring TBS Separate Session</b>
10:40-11:00 am	<b>2<sup>nd</sup> Separate Session</b>
	<i>Re-Seating of Delegates</i>
11:00-12:00 pm	<b>Committee Meeting Block 2</b>
	<i>Committee on History &amp; Sisterhood</i>
	<i>Committee on Membership</i>
	<i>Committee on Jurisdiction</i>
	<i>Committee on Music Support</i>
	<i>Committee on Nominations (closed committee)</i>
	<i>Committee on Ways &amp; Means</i>
	<i>Joint District Action Committee (closed committee)</i>
11:00-12:00 pm	<b>Workshops</b>
	-“The Life You Lead as a Band Director”
	-Debbie Baker Past National President
	-“Idiots Guide to Running a Music Rehearsal”
	-Emily Young, SED Song Leader
	-“Chapter Communications”
	-Kianna Marzett TBS Alumni
12:00-1:30 pm	<b>Lunch</b>
1:30-2:30 pm	<b>Reading Band/Auxiliary Clinic</b>

2:40-4:00 pm	<b>3<sup>rd</sup> Separate Session</b> <b>Committee Meeting</b> <i>Joint Actions Committee Only (Closed Committee)</i>
2:40-4:30 pm	
4:10-5:20 pm	<b>Committee Meeting Block 3</b> <i>Committee on History &amp; Sisterhood</i> <i>Committee on Membership</i> <i>Committee on Jurisdictions</i> <i>Committee on Music Support</i> <i>Committee on Nominations (closed committee)</i> <i>Committee on Ways &amp; Means</i>
5:30 -6:20 pm	<b>Workshop Breakaway 1</b> -“Ritual DVR: The Ins and Outs of Ritual” (Actives only) -Crystal Wright SED Counselor -“The Life of a President” -Katie Schmidbauer/Stephen Burt -“Tau Beta Sigma Alumni Association” - Chris Vanacore TBSAA Chair -“Keys to Post Membership Education” -Dawn Farmer National VPCM
6:30-7:30 pm	<b>4<sup>th</sup> Separate Session</b> <i>Officer Reports</i>
7:30-9:00 pm	<b>Dinner</b>
9:00-10:30 pm	<b>Jazz Band Concert/ Reception</b>

## **SUNDAY, APRIL 11, 2010**

<b>Time</b>	<b>Event</b>
8:00-8:50 am	<b>5<sup>th</sup> Separate Session</b>
9:00-9:50 am	<b>Workshop Breakaway 2</b> -“Tau Beta Sigma Millionaire” -Charlotte Manes SED VPM -“District Historians and Chapter History” -Sal Parillo/ Auriel James SED Historians -“Music and Service: Getting Everyone Involved” -Amy Cheben SED VPSP -“Mr. Sisters Unite: Guys Only!” -Stephen Burt SED President -“Robert’s Rules of Order: Making Order Out of Chaos” -Renée Cartee SED Counselor -“Finances: Building a Better Chapter and Life” -Alan Harriet, Past National Board of Trustees
10:00-11:00 am	<b>Closing Separate Session</b>
11:10-12:00 am	<b>Closing Joint Session</b>

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

*Session Minutes*

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*Friday, April 9, 2010*

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**OPENING SEPARATE SESSION**

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**CALL TO ORDER at 6:20 P.M. by Stephen Burt, President**

**Introduction of Special Guests**

National Vice President of Colonization and Membership, Dawn Farmer  
National Board of Trustees Vice Chair, Kelly Eidson  
National Alumni Association Chair, Chris Vanacore  
Past Southeast District President, Sarah Cox Lowery  
Past Southeast District Vice President of Special Projects, Jessica Mazzeo  
Past National President, Debbie Baker  
Past National Board of Trustees Chair, Alan Harriet  
Past NED President & Iota Nu Colony Advisor, Kianna Marzett  
Chapter Sponsors in attendance

**Introduction of District Officers**

Vice President of Membership, Charlotte Manes (Beta Xi)  
Vice President of Special Projects, Amy Cheben (Epsilon Theta)  
Secretary/Treasurer, Katie Schmidbauer (Alpha Omega)  
Counselor, Reneé Cartee (Zeta Psi)  
Counselor, Crystal Wright (Theta Iota)  
President, Stephen Burt (Epsilon Alpha)  
Parliamentarian, Ben Chociey (Eta Phi)

Historian North, Auriel James (Epsilon Chi)  
Historian South, Sal Parillo (Zeta Psi)  
Song Leader, Emily Young (Zeta Psi)

### **Seating of Delegates and Proxies**

Seating of unnamed proxies begins with Zeta Beta  
2010 Delegation

Alpha Omega  
Beta Xi  
Beta Tau – Proxy, Alpha Omega  
Gamma Epsilon – Proxy, Epsilon Theta  
Gamma Eta – Proxy, Zeta Kappa  
Delta Theta – Proxy, Zeta Kappa  
Epsilon Alpha  
Epsilon Theta  
Epsilon Lambda – Proxy, Epsilon Xi  
Epsilon Xi  
Epsilon Chi – Proxy, Epsilon Alpha  
Zeta Beta – Proxy, Zeta Psi  
Zeta Iota – Proxy, Eta Xi  
Zeta Kappa  
Zeta Tau – Proxy, Epsilon Xi  
Zeta Psi  
Eta Beta – Proxy, Epsilon Alpha  
Eta Lambda  
Eta Xi  
Eta Omicron – Proxy, Epsilon Alpha  
Eta Phi  
Theta Gamma – Proxy, Epsilon Xi  
Theta Zeta – Proxy, Theta Rho  
Theta Iota  
Theta Lambda – Proxy, Alpha Omega  
Theta Nu – Proxy, Eta Phi  
Theta Rho  
Theta Upsilon – Proxy, Iota Nu  
Theta Chi – Proxy, Epsilon Xi  
Iota Gamma  
Iota Delta – Proxy, Theta Iota  
Iota Zeta  
Iota Eta  
Iota Theta  
Iota Lambda – Proxy, Epsilon Alpha  
Iota Mu  
Iota Nu  
Iota Xi – Proxy, Iota Nu  
Iota Omicron – Proxy, Theta Rho

Spelman Colony - absent

\*\*\*The last Unnamed Proxy sat was from Theta Iota  
(2011 SED Unnamed proxies shall begin with Theta Lambda.)

### **Announcements**

Everyone is expected to attend the committee meetings. You may not attend a closed committee if you are not a member of that committee.

Motion to accept Robert's Rules of Order

-Motion: Gamma Epsilon

-Second: Eta Beta

\*\*\*\*Motion Passes

Motion to dispense with the reading of the 2009 Convention Minutes

-Motion: Epsilon Lambda

-Second: Epsilon Xi

\*\*\*\*Motion Passes

### **Committee Chair Assignments**

History and Sisterhood: Zeta Psi-Chair

Zeta Tau

Eta Beta

Theta Iota

Iota Xi

Iota Omicron

Membership: Iota Mu-Chair

Epsilon Xi

Zeta Iota

Eta Lambda

Eta Xi

Music Support: Gamma Epsilon - Chair

Gamma Eta

Theta Lambda

Iota Gamma

Iota Nu

Huntingdon Colony

Jurisdiction: Alpha Omega-Chair

Epsilon Alpha

Theta Zeta

Theta Gamma

Theta Nu



Ways and Means: Theta Rho-Chair  
Beta Tau  
Delta Theta  
Zeta Beta  
Iota Lambda  
Spelman Colony

Joint District Action: Beta Xi - Chair  
Epsilon Theta  
Epsilon Chi  
Eta Omicron  
Epsilon Lambda

Nominations: Eta Phi - Chair  
Zeta Kappa  
Theta Chi  
Theta Upsilon  
Iota Delta

### **Candidacy Announcements**

Angelique Beau -Wells (Beta Xi) - Secretary/Treasurer  
Britiney Murphy (Theta Iota) -Vice President of Membership  
Ashley Reed (Theta Iota) – Secretary/Treasurer  
René Mark (Beta Xi) – Vice President of Special Projects  
Jonathan Arton (Beta Xi) – Secretary/Treasurer  
Stephen Burt (Epsilon Alpha) - President  
Katie Taff (Alpha Omega) – Vice President of Membership  
Chris Meserve (Epsilon Alpha) – Vice President of Membership

### **Announcements**

Officer candidates must schedule an interview with Nominations Committee Chair Katie Peterson.

Committee Chairs must submit committee reports (three hard copies and an electronic copy) during their assigned separate session.

Epsilon Theta announced the return of D-Day.

Amy Cheben and Theta Rho are collecting scrapbook submissions.

Michelle Toro and Sal Parillo are collecting SHELLS competition submissions.

Amy Cheben is collecting items for the clothing/toiletry drive.

Michelle Toro of Zeta Psi announced that Florida Day will take place in the beginning of June.

Katie Schmidbauer announced District T-shirt Sales.

Katie Schmidbauer announced the “Pie an Officer” fundraiser.

Epsilon Xi announced their program “Step for Life.”

Stephen Burt announced the spirit competition. The winner will be announced tomorrow evening.

Motion to recess Separate Session

-Motion: Iota Mu

-Second: Epsilon Chi

\*\*\*\*Motion Passes

**SEPARATE SESSION RECESSED at 6:57 P.M.**

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**OPENING JOINT SESSION**

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**CALL TO ORDER at 8:18 A.M. by Tau Beta Sigma District President Stephen Burt and Kappa Kappa Psi District President David Smith.**

**Introduction of National Officers**

KKY (Smith):

National Vice President of Colonization and Membership, Adam Cantly  
National Board of Trustees, Dr. Rod Chesnutt  
National Board of Trustees, Mike Osbourn

TBS (Burt):

National Vice President for Colonization and Membership, Dawn Farmer  
National Board of Trustees Vice Chair, Kelley Eidson  
Tau Beta Sigma Alumni Association Chair, Chris Vanacore

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**Introduction of Special Guests**

KKY (Smith):

Past National President, Dr. Melinda Matney  
Past Board of Trustees, Ken Corbett  
Past Board of Trustees, Scott Stowell

TBS (Burt):

Past Southeast District President, Sarah Cox Lowery  
Past District Vice President of Special Projects, Jessica Mazzeo  
Past National President, Debbie Baker  
Past National Board of Trustees Chair, Alan Harriet  
Past NED President (2002-2004) & Iota Nu Colony Advisor, Kianna Marzett

## **Recognition of Chapter Sponsors**

### **Introduction of District Councils**

KKY (Smith):

Member at Large South, Tommy Rioto (Kappa Tau)  
Secretary/Treasurer, Johnathan Gifford (Kappa Sigma)  
Governor, Dr. David O'Shields  
President, David Smith (Zeta Upsilon)

TBS (Burt):

Vice President for Membership, Charlotte Manes (Beta Xi)  
Vice President for Special Projects, Amy Cheben (Epsilon Theta)  
Secretary/Treasurer, Katie Schmidbauer (Alpha Omega)  
Counselor, Reneé Cartee (Zeta Psi)  
Counselor, Crystal Wright (Theta Iota)  
President, Stephen Burt (Epsilon Alpha)

### **2011 District Bid Announcements**

None

### **Announcements**

Host chapter – Those who have not received their name tags will receive them at separate sessions. He then gave the user name and password for the wireless internet.

Separate session locations were reviewed. Unless we are on a break, everyone is expected to be in a session, committee meeting, or workshop at all times. It is important that we maintain professionalism throughout the weekend.

Motion to Recess Joint Session

- Motion: Iota of Kappa Kappa Psi
  - Second: Zeta Tau of Tau Beta Sigma
- \*\*\*Motion passes

**JOINT SESSION RECESSED at 8:26 A.M.**

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## SECOND SEPARATE SESSION

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**CALL TO ORDER at 9:30 A.M. by Stephen Burt, President**

Roll Call

Chapters absent – Theta Gamma, Theta Zeta, and Iota Delta

Chapters Late – Eta Beta and Theta Iota

Chapters Sat

Alpha Omega  
Gamma Epsilon  
Delta Theta  
Epsilon Alpha  
Epsilon Xi  
Epsilon Chi  
Zeta Tau  
Eta Lambda  
Eta Omicron  
Theta Zeta  
Theta Lambda  
Theta Rho  
Theta Upsilon  
Theta Chi  
Iota Delta  
Iota Lambda  
Iota Xi  
Iota Omicron

**Erle Moring discussion**

**Announcements**

Katie Schmidbauer announced the T-shirt sales and “Pie an officer” fundraisers

Amy Cheben announced that the Sal Parillo and Michelle Toro are collecting scrapbook and SHELLS submissions.

Amy Cheben announced that she is collecting clothing/toiletry drive donations.

Chapters Historians should see the District Historians to report their big and little sister chapters.

The spirit award was discussed. It will be presented tomorrow.

Beta Xi announced a lunch fundraiser.

Epsilon Theta announced their hosting of D-Day.

Troy University announced their “Step for Life” project.

University of Central Florida announced Florida Day in June.

Epsilon Chi announced their bone marrow drive.

Motion to Recess Separate Session

- Motion: Zeta Psi

- Second: Eta Phi

\*\*\*Motion passes

**SEPARATE SESSION RECESSED AT 10:44 A.M.**

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### **THIRD SEPARATE SESSION**

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**CALL TO ORDER at 2:50 P.M. by Stephen Burt, President**

**Women in Music Speaker – Dr. Leslie Odom, Oboe Professor at the University of Florida**

The National Chapter of Tau Beta Sigma names Dr. Leslie Odom an Honorary Member.

Motion to Recess Separate Session

- Motion: Alpha Omega

- Second: Epsilon Alpha

\*\*\*Motion passes

**SEPARATE SESSION RECESSED AT 3:50 P.M.**

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## FOURTH SEPARATE SESSION

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### **CALL TO ORDER at 6:50 P.M. by Stephen Burt, President**

#### Roll Call

Absent Chapters – Gamma Eta and Zeta Kappa

Late Chapters - None

### **Officer Reports**

#### **SED Secretary/Treasurer- Katie Schmidbauer (report attached)**

Motion to approve the report of the 2009-2010 SED Secretary/Treasurer

-Motion: Alpha Omega

- Second: Eta Phi

\*\*\*Motion passes

#### **SED VP of Special Projects- Amy Cheben (report attached)**

Motion to approve the report of the 2009-2010 SED VP for Special Projects

-Motion: Epsilon Theta

- Second: Iota Mu

\*\*\*Motion passes

#### **SED VP of Membership- Charlotte Manes (report attached)**

Motion to approve the report of the 2009-2010 SED VP of Membership

-Motion: Beta Xi

- Second: Iota Lambda

\*\*\*Motion passes

### **Nominations Committee**

#### **Secretary/Treasurer**

Meet the Candidates

Jonathan Arton (Beta Xi)

Angelique Beau-Wells (Beta Xi)

Ashley Reed (Theta Iota)

Question and Answer

#### **Vice President of Special Projects**

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Meet the Candidate

René Mark (Beta Xi)

Question and Answer

**Vice President of Membership**

Meet the Candidates

Chris Meserve (Epsilon Alpha)

Britiney Murphy (Theta Iota)

Katie Taff (Alpha Omega)

Question and Answer

**Announcements**

The host chapter announced the reception and requested good behavior at the event.

Katie Schmidbauer announced the “Pie an Officer” fundraiser

Spelman Colony announced a Sunday breakfast fundraiser.

Sal Parillo requested to see Theta Upsilon.

**Motion to Recess Separate Session**

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-Motion: Theta Iota

- Second: Theta Rho

\*\*\*\*Motion Passes

**SEPARATE SESSION RECESSED AT 8:14 P.M.**



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**C L O S I N G   S E P A R A T E   S E S S I O N**

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**CALL TO ORDER at 8:16 A.M. by Stephen Burt, President**

Roll Call

Chapters absent

Theta Lambda – Proxy, Alpha Omega

Theta Rho – Proxy, Zeta Psi

Theta Upsilon – Proxy, Theta Zeta

Chapters Late

Zeta Kappa

Iota Lambda

**Spirit Stick**

Mr. Burt acknowledged Zeta Psi for winning the spirit stick last year.

**Committee Reports**

**History and Sisterhood Committee Report – Michelle Toro (report attached)**

Motion to approve the report of the History and Sisterhood Committee

-Motion: Iota Xi

- Second: Zeta Tau

\*\*\*Motion passes

**Music Support Committee Report – Kayla Kasel (report attached)**

Motion to approve the report of the Music Support Committee

-Motion: Theta Rho

- Second: Iota Omicron

\*\*\*Motion passes

**Membership Committee Report – Minnie Young (report attached)**

Motion to approve the report of the Membership Committee

-Motion: Iota Lambda

- Second: Theta Upsilon
- \*\*\*Motion passes

**Ways and Means Committee Report – Alex Zigman (report and budget are attached)**

Motion to approve the report of the Ways and Means Committee Report

- Motion: Alpha Omega
- Second: Zeta Psi
- \*\*\*Motion passes

Motion to adopt the 2010-2011 proposed budget

- Motion: Eta Phi
- Second: Epsilon Alpha
- \*\*\*Motion passes

**Officer Reports**

**SED Counselor – Crystal Wright (report attached)**

Motion to approve the report of the 2009-2010 SED Counselor

- Motion: Theta Iota
- Second: Zeta Iota
- \*\*\*Motion passes

**SED Counselor – René Cartee (report attached)**

Motion to approve the report of the 2009-2010 SED Counselor

- Motion: Zeta Psi
- Second: Eta Lambda
- \*\*\*Motion passes

**SED President – Stephen Burt (report attached)**

Motion to approve the report of the 2009-2010 SED President

- Motion: Epsilon Alpha
- Second: Eta Beta
- \*\*\*Motion passes

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**Committee Reports**

**Jurisdiction Committee Report – MiChel Causey (report attached)**

Motion to approve the report of the Jurisdiction Committee

- Motion: Gamma Epsilon
- Second: Iota Xi
- \*\*\*Motion passes

Motion to adopt the new constitution

- Motion: Theta Zeta
- Second: Theta Gamma
- \*\*\*Motion passes

### Amendments to the Constitution from the Committee on Jurisdictions

- Move 2.7 (d) “Send the application for hosting the scrapbook to the Chapters no later than six weeks prior to District Convention” to 2.11 (e) under Historian duties.
- 2.9 (d) “Write a budget for the District with assistance from the Committee on Ways and Means to be submitted to the delegation for adoption.”
- 5.2 strike “four”, insert “each of” before “the Counselor(s)”
  - 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 the President, the secretary, the Treasurer, and each of the Counselor(s).
- Move 2.7 (d) scrapbook to historian
  - Send the application for hosting the scrapbook to the Chapters no later than six weeks prior to District Convention
- Add 2.11 (f) “Oversee and maintain the Scrapbook” to historian duties
- Add 2.11 (g) “Work with the Webmaster to update and maintain the historical information available on the website” to Historian
- Add to 2.1 – “Until the 2011 Convention, Secretary and Treasurer can be combined into one office, which includes the responsibilities of both offices.”
- Remove 7.2 (b)
- Add to 7.2 (c) The Executive Council, the District Governors, and the District Counselor(s) shall chose the final date.
- Check Article 6 section 1, all of Article 7, all of Article 8, 10.4
  - Add to 6.1b In the absence of bids, the joint district executive councils will select a chapter to publish the *Eighth Note* or may elect not to have it that year.
  - Change 6.1c to “The deadline for submission of articles shall be October 15 for the Fall issue and February 15 for the Spring issue. The mailing dates shall be November 15 for the Fall issue and March 15 for the spring issue.”
  - Change 7.1 to “District Leadership Conference shall be held jointly with Kappa Kappa Psi each year.”
  - Add 7.1(c) “The bid proposal shall contain the following:
    1. Proposed date and location
    2. Meeting space information
    3. Hotel accommodations
    4. Sample schedule
    5. Letter of support from the Sponsor
  - Change 10.4 to “A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate of the other.”
- Grammar corrections that do not need to be voted on:
  - 2.9 (e): Send Rainy Day Fund packets to the Chapters by September 1
  - 3.1: “The Standing Committees of the District shall be:”
  - 3.11: “officer”

- 2.4 (c) remove commas and to
- 2.5(a) both → including (remove ats)
- 2.10 (a) option → discretion
- 2.10 (e) option → discretion
- 4.2 option → discretion

**Nominations Committee Report – Katie Peterson (report attached)**

Motion to approve the report of the Nominations Committee

-Motion: Alpha Omega

- Second: Beta Xi

\*\*\*Motion passes

**Slate**

President – Stephen Burt

Vice President of Membership – Chris Meserve

Vice President of Special Projects – Katie Taff

Secretary/Treasurer – Angelique Beau-Wells

Motion for a two minute caucus

-Motion: Iota Mu

- Second: Theta Chi

\*\*\*Motion passes

Motion to accept the slate of the Nominations Committee

-Motion: Epsilon Xi

- Second: Zeta Kappa

\*\*\*Motion fails

Floor opened for the office of President

Nominations: Stephen Burt

Motion to vote by acclamation for Stephen Burt

-Motion: Eta Beta

- Second: Epsilon Theta

\*\*\*Motion passes

**2010-2011 SED President: Stephen Burt**

Floor opened for the office of Vice President of Membership

Nominations: Chris Meserve, Katie Taff, Britiney Murphy

Vote was taken by secret ballot

**2010-2011 SED Vice President of Membership: Chris Meserve**

Floor opened for the office of Vice President of Special Projects

Nominations: Katie Taff, René Mark

Motions for a two minute caucus

Motion: Gamma Epsilon

Second: Iota Mu

\*\*\*Motion Passes

Motion for question and answer with candidates

Motion: Alpha Omega

Second: Beta Tau

\*\*\*Motions fails

Motion to hear the platforms of each candidate

Motion: Iota Xi

Second: Alpha Omega

\*\*\* Motion fails

Vote was taken by secret ballot

**2010-2011 SED Vice President of Special Projects: René Mark**

Floor opened for the office of Secretary/Treasurer

Nominations: Angelique Beau-Wells, Ashley Reed, Katie Taff (declined), Jonathan Arton

Vote was taken by secret ballot – No majority

Re-vote was taken by secret ballot – No majority

Run-off was done between Ashley Reed and Angelique Beau-Wells by secret ballot

**2010-2011 SED Secretary/Treasurer: Angelique Beau-Wells**

**Oath of Office was administered by Reneé Cartee for the newly elected officers**

**2010-2011 SED Council:**

President – Stephen Burt

Vice President of Membership – Chris Meserve

Vice President of Special Projects – René Mark

Secretary/Treasurer – Angelique Beau-Wells

**District Awards were presented by the 2009-2010 SED Council**

## **Announcements**

Mr. Burt thanked the Parliamentarian and Song Leader for their work.

Motion to Adjourn Separate Session

-Motion:

- Second:

\*\*\*\*Motion Passes

**SEPARATE SESSION ADJOURNED AT approximately 12:30 P.M.**

## **CLOSING JOINT SESSION**

---

**Call to Order: 12:45 P.M. by David Smith, President (KKY) and Stephen Burt, President (TBS)**

Roll Call (get from Stephen)

Chapters absent- Gamma Eta (sat by Iota Mu), Theta Lambda (sat by Alpha Omega),  
Theta Upsilon (sat by Theta Zeta)

Chapters late – Iota Lambda

**Joint Action Committee Report - René Mark and Richard Martin**

Motion to accept report of the Committee on Joint Action

-Motion: Delta Theta of Tau Beta Sigma

-Second: Gamma Nu of Kappa Kappa Psi

\*\*\*Motion Passes

**Announcement of the new councils**

KKY (Smith)

President- David M. Smith (Zeta Upsilon)

Vice President – Dwight Hudson (Iota Zeta)

Secretary/Treasurer – Cedrick Boyd (Mu Iota)

Member at Large North – Michael Godinez (Lambda Eta)

Member at Large South – Jonathan Hollingsworth (Mu Iota)

TBS (Burt)

President- Stephen Burt (Epsilon Alpha)

Vice President of Membership – Chris Meserve (Epsilon Alpha)

Vice Pres. of Special Projects – René Mark (Beta Xi)

Secretary/Treasurer – Angelique Beau-Wells (Beta Xi)

Counselors- Reneé Cartee (Zeta Psi)

Crystal Wright (Theta Iota)

**Announcements**

Motion to Adjourn Joint Session

-Motion: Mu Iota

-Second: Beta Xi

\*\*\*Motion Passed

**Joint Session Adjourned at 1:03 P.M.**

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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***Committee on Joint District Action***

***Committee Chairs:***

René Mark, Tau Beta Sigma - Beta Xi and  
Richard Martin, Kappa Kappa Psi - Pi

***Committee Advisor:***

Crystal Wright SED Counselor

Minutes taken by: Kiesha R. Yelverton, Kappa Kappa Psi – Epsilon Lambda, Proxy for Lambda Zeta and Adeola Adebisi, Kappa Kappa Psi - Epsilon

Charges to Committee

1. Review the Report from the 2009 Joint Actions Committee
2. Interview all Convention host Bidders and present a slate to the joint delegation at the closing Joint Session
3. Analyze the bid document
4. Discuss ways to improve SED Convention
5. Provide Recommendations to the district Council's on ways to improve DLC.
6. Discuss specifically ways to make DLC more joint.
7. Interview all 8th Note bidders and present a slate to the joint delegation at the closing joint Session.
8. Discuss the relevance of the 8th note and ways to improve its overall success.
9. Review, edit and publish guidelines created this year.
10. Evaluate the reading band as implemented in 2010

Implementation of Charges

1. We reviewed the report from the 2009 Joint Actions Committee
2. There were no bids for the 2011 SED convention.
  - a. Per the Kappa Kappa Psi Southeast District constitution Section 5.01 *“In the absence of a decision by the Convention, a site will be determined by the joint District Councils and approved by the District Governor(s) and District Counselor(s). The exact date of convention is to be determined by the Host Chapter subject to the approval of the majority of District Chapters”*.
  - b. We chose an extended deadline of May 15th, 2010 for chapters to submit a



- bid.
3. The committee analyzed both the SED and DLC bid documents and found that no significant changes needed to be made.
    - a. Chapters submitting a bid should be requested to provide a brief explanation of their schools' room reservation, vending, and food sales/distribution policies in their bid.
    - b. Chapters that are submitting a bid should describe their ability to host a reading band and the instruments they can provide, if any.
    - c. A range for registration fees should be provided so that chapters can adequately create a budget.
  4. We discussed improvements for the 2011 SED convention
    - a. A permanent website for convention is created with online registration and payment.
    - b. Online forum registration should be optional.
    - c. A parking map should be provided on the convention website.
    - d. Check-in/registration should be in a larger space.
  5. We discussed improvements for DLC
    - a. A permanent DLC website should be created with easy registration.
  6. We discussed making ways for DLC to be more joint and suggested that the Joint council should create a number of joint workshops for Brothers and Sisters at DLC to attend.
  7. There were no bids to host the 2011 Eighth Note
    - a. Per the Kappa Kappa Psi SED Constitution Section 8.03 *"In absence of any bids, the Joint District Executive Council will select a chapter(s) to publish the Eighth Note, or may elect not to have the Eighth Note for that year."*
    - b. We chose an extended deadline of May 15th, 2010 for chapters to submit a bid.
  8. We discussed the success of the *Eighth Note* and the 8thNotebook
    - a. The 8thNotebook should be a permanent website, publicized by the host chapter
  9. We discussed extending the length of the reading band to two hours and suggested that recently graduated Brothers and Sisters be considered to conduct so that they may be evaluated and critiqued.

### Miscellaneous Charges

1. To the webmaster
  - a. Create a permanent SED Convention and DLC website.
  - b. Evaluate the 8thNotebook website and make it permanent.
2. To the Joint Council
  - a. Submit finalized SED Convention and DLC schedules a month before their respective dates.
  - b. Create joint workshops for DLC

### Charges to the 2010 Committee on Joint Actions

1. Review the Report form the 2010 Joint Actions Committee
2. Interview all Convention host Bidders and present a slate to the joint delegation at the closing Joint Session
3. Analyze the bid document
4. Discuss ways to improve SED Convention
5. Provide Recommendations to the district Council's on ways to improve DLC.
6. Discuss specifically addition ways to make DLC more joint.
7. Interview all 8th Note bidders and present a slate to the joint delegation at the closing joint Session.
8. Discuss the relevance of the 8th note and ways to improve its overall success.
9. Review, edit and publish guidelines created this year.
10. Evaluate the reading band as implemented in 2011

Respectfully Submitted,

**Chair:**

René Mark, Tau Beta Sigma - Beta Xi

Richard Martin, Kappa Kappa Psi - Pi

**Advisor:**

Crystal Wright SED Counselor

Committee Members:

**Tau Beta Sigma**

Epsilon Theta  
 Epsilon Lambda  
 Epsilon Chi  
 Eta Omicron

**Kappa Kappa Psi**

Epsilon  
 Zeta Eta  
 Zeta Phi  
 Eta Kappa  
 Iota Zeta  
 Lambda Gamma  
 Lambda Zeta  
 Lambda Omicron  
 Mu Iota

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

### *Committee on Jurisdiction*

#### *Committee Chair:*

Michel Causey, Alpha Omega

#### *Committee Advisor:*

Ben Chociej, SED Parliamentarian

Dawn Farmer, National Vice President of Special Projects

#### Charges to Committee

- Review the 2009 Report of the Committee on Jurisdiction
- Discuss options for splitting Secretary and Treasurer positions to be effective 2011-2012 term.
  - Work with Ways and Means Committee to figure out possibilities
- Discuss the Historian position and making it a constituency appointed position by the SED VPSP with approval from the SED Council
- Review the 2010 Proposed Constitution
- Make sure all committees line up with the district operations
- Discuss making some standing and non-standing committees
- Create and compile a Chapter Operations handbook
- If applicable, create charges for the 2010-2011 SED District Officers/Council
- If applicable, create charges for the 2011 Committee on Jurisdiction

#### Implementation of Charges

- Decided to adopt the new Constitution as is and amend if accepted by the delegation
- Decided to split the Secretary and Treasurer offices
  - This will not take place until the 2011-2012 elections
- Decided to keep the job of appointing the Historian to the President
- Reviewed all committees which were renamed, split, or combined to make sure they comply with the purposes
- Compiled a list of items that may be useful in the Chapter Operations Manual, Rules and Procedures guideline

#### Amendments to the Constitution from the Committee on Jurisdictions

- Move 2.7 (d) "Send the application for hosting the scrapbook to the Chapters no later than six weeks prior to District Convention" to 2.11 (e) under Historian duties.
- 2.9 (d) "Write a budget for the District with assistance from the Committee on Ways and Means to be submitted to the delegation for adoption."
- 5.2 strike "four", insert "each of" before "the Counselor(s)"

- 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 the President, the secretary, the Treasurer, and each of the Counselor(s).
- Move 2.7 (d) scrapbook to historian
  - Send the application for hosting the scrapbook to the Chapters no later than six weeks prior to District Convention
- Add 2.11 (f) “Oversee and maintain the Scrapbook” to historian duties
- Add 2.11 (g) “Work with the Webmaster to update and maintain the historical information available on the website” to Historian
- Add to 2.1 – “Until the 2011 Convention, Secretary and Treasurer can be combined into one office, which includes the responsibilities of both offices.”
- Remove 7.2 (b)
- Add to 7.2 (c) The Executive Council, the District Governors, and the District Counselor(s) shall chose the final date.
- Check Article 6 section 1, all of Article 7, all of Article 8, 10.4
  - Add to 6.1b In the absence of bids, the joint district executive councils will select a chapter to publish the *Eighth Note* or may elect not to have it that year.
  - Change 6.1c to “The deadline for submission of articles shall be October 15 for the Fall issue and February 15 for the Spring issue. The mailing dates shall be November 15 for the Fall issue and March 15 for the spring issue.”
  - Change 7.1 to “District Leadership Conference shall be held jointly with Kappa Kappa Psi each year.”
  - Add 7.1(c) “The bid proposal shall contain the following:
    1. Proposed date and location
    2. Meeting space information
    3. Hotel accommodations
    4. Sample schedule
    5. Letter of support from the Sponsor
  - Change 10.4 to “A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate of the other.”
- Grammar corrections that do not need to be voted on:
  - 2.9 (e): Send Rainy Day Fund packets to the Chapters by September 1
  - 3.1: “The Standing Committees of the District shall be:”
  - 3.11: “officer”
  - 2.4 (c) remove commas and to
  - 2.5(a) both → including (remove ats)
  - 2.10 (a) option → discretion
  - 2.10 (e) option → discretion
  - 4.2 option → discretion

Charges to the 2011 Committee on Jurisdiction (optional)

- Review the 2010 Jurisdiction Committee Report
- Review the current Constitution and update as needed

Charges to the 2010-2011 District Council

- Parliamentarian
  - Create an ad-hoc committee to draft a Chapter Operations Manual and Procedures document
  - Create an ad-hoc committee to compile a song book
- VPSP & Historian
  - Clarify the scrapbook guidelines and format

Minutes (taken by Josh Basilio – Epsilon Theta):

2010 SED Convention: Jurisdiction Committee

- Chair: MiChel Causey
- Advisors: Ben Chociej, Dawn Farmer

**Friday, April 9, 2010 – 7:15PM**

- All assigned committee members in attendance
- Review charges
- Changes/issues with New Constitution
  - Discussed at DLC, worked on with an ad hoc committee and appointed parliamentarian.
- Numbering is different – Articles rather than Sections
  - Article II
    - #2 - Added appointed positions: parliamentarian & historian, nonvoting members of the EC
    - Who appoints the historian?
      - Currently the President appoints everyone.
      - Historian works with the VPSP; should the VPSP appoint the historian?
      - Decided to keep with the President, encouraged to seek support of the entire Executive Council to make appointments.  
Historian shall work with the VPSP
  - Article III
    - Changed committee names

Changes, suggestions, ideas – email to MiChel @ [mlctbs1955@gmail.com](mailto:mlctbs1955@gmail.com)

**Saturday, April 10, 2010 – 11:00AM**

- In attendance:
  - MiChel Causey – Alpha Omega – Chair
  - Ben Chociej – Eta Phi – Advisor
  - All assigned committee members

Advisement of current Sec/Treas is to split the position, effective next year.

- Review Proposed 2010 Constitution
  - Amend Article II, No. 7, d. – move to Historian
  - Discussion on permanency of Parliamentarian
  - Amend 2.9(d) – Write a budget for the district with the assistance of the Committee on Ways and Means, and submit it to the delegation for adoption.
  - Consistent with description of Ways and Means
  - 3.2 – Review KKY SED Constitution for consistency
  
- New Documents – Chapter Operations Handbook – obligations of chapters interacting with the district; awards and mailouts, etc.

**Saturday, April 10, 2010 – 4:10PM**

- Suggestions to the Chapter Operations Document and the District Rules and Procedure Document
- Charges from Nominations and History & Sisterhood
- Adoption of new constitution will be immediate: candidates have only been interviewed for joint Sec/Treas position.
  - Note the positions for this year, and new ones starting next year as a “by year” clause.

Respectfully Submitted,

Chair:

MiChel Causey – Alpha Omega

Advisors:

Ben Chociey – Eta Phi, District Parliamentarian;  
Dawn Farmer – Omega, National Vice President of Membership;

Committee Members:

Epsilon Alpha  
Theta Gamma (Epsilon Xi)  
Theta Zeta  
Theta Nu (Eta Phi)

In Attendance:

Alpha Omega  
Beta Xi  
Epsilon Theta  
Zeta Psi  
Eta Lambda  
Iota Nu

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

***Committee on Membership***

***Committee Chair:***  
Minnie Young, Iota Mu

***Committee Advisors:***  
Charlotte Manes, 2009-2010 SED Vice President of Membership  
Sarah Lowery, Past SED President

Charges to Committee

- 1) Compile a list of schools that currently do not have chapters of TBS to be recommended to the National VPCM for recruiting purposes
- 2) Begin compiling activities to be put into a continuing education database
- 3) Discuss the current colonies and how members in the SED can reach out to them
- 4) Discuss effective membership activities that allow chapters to better teach their Candidates
- 5) Discuss what makes a good membership program
- 6) Begin compiling lists of these for future reference by the District and SED VPM
- 7) Compile a list to be given to the 2010-2011 SED Vice President of Membership
- 8) If applicable, create charges to the 2010-2011 SED VPM
- 9) If applicable, create charges to the 2011 Committee of Membership
- 10) If applicable, create charges for the 2010-2011 SED District Officers/Council

Implementation of Charges

**Compile a list of schools that currently do not have chapters of TBS to be recommended to the National VPCM for recruiting purposes**

--Tennessee Tech (has discussed; has a KKY)	--University of South Alabama
--University of Tennessee, Knoxville	--University of West Alabama
--Middle Tennessee State University	--Mississippi State University
--Bethel College	--University of South Florida
--Jacksonville State University	--Furman University
--University of Tennessee, Chattanooga	--Florida Gulf Coast University
	--Delta State University

--University of Alabama, Huntsville  
--Coastal Carolina University

--Jackson State University (Mississippi)  
--Columbus State University

**Begin compiling activities to be put into a continuing education database/Discuss effective post-membership activities to be compiled for future reference**

- Games and songs
- Having 'Sister tests'
- Factor:Quality notebook
  - That showcases a sister's demonstration of a factor/quality
- Conduct a regular test/contest
  - for new/old members, especially for Newly Initiated Members
  - during/after chapter meetings
- Establish a Continuing Membership Committee
- Regular ritual practices
- Create/maintain education database online
  - Distribute ideas to delegates at Convention
  - Have chapters contribute to online database for district to see
- Visit blog and its forums for ideas (more promotion of SED blog...?)
- Have chapters submit ideas to VPM, then the VPM can compile those resources into a database
- Host online Chats with specific topics pertaining to membership education, recruitment, and post-membership education
- Conference calls between district's chapter VPMs

**Discuss the current colonies and how members in the SED can reach out to them**

- Have Big Sister Chapter provide surrogate Bigs for colonists
- Encourage colonists to attend conventions and district activities
- Assign people from host chapter to usher/escort around colonies/new chapter in attendance at convention
- Reach out across districts
- Make chapters contacting colonies a PRIORITY
  - especially around Convention time
  - keep an eye out for geographically close colonies to help nurture
- Donate funds/items to Colony ritual set
- Have Mother Chapter reach out to other chapters to help out their Daughter Colony
- District VPM partners new Colony with similar brand new Chapter for some kind of "buddy system"
  - helps create new and relatable resources/guidance
- How can colonies reach out to established chapters
  - Support colonies by giving them ideas for service/fundraising/promotion
  - be responsive to new Sorority experiences, esp. conventions
  - nearby chapters make a page in a collective scrapbook of ideas (fundraising/service/etc.) to send out to colonies
- Make these ideas available!!

**Discuss effective membership activities that allow chapters to better teach their Candidates**

- Have Actives go over MC info alongside MCs



- as refresher (since they -should- already know it all)
- Make it purposeful
- Involve them in the Sorority life on a day-to-day basis
  - especially music service projects
  - also class-only service/fundraising projects
- Give MC class roles and committees to engage in and gain prior experience
- Support the three pillars of the Sorority (Sisterhood, Service, Music)
- Have Candidates write their own Mission Statement as a class
- Create essays/presentations about their experience as an MC

**Discuss what makes a good membership program**

- Needs to be detailed/planned
- Activities to bond MCs with actives
  - Sisters retreat (gen. bonding)
    - In-meeting activities/'post'-mem activities
    - Socials, get-togethers during school
    - Invite them to meetings
- Create essays/presentations about their experience as an MC

**If applicable, create charges to the 2010-2011 SED VPM**

- To implement the buddy-chapter system where similar colonies and/or new chapters are put in direct contact for encouragement, advice and mutual benefit
- To create an interactive database composed of resources pertaining to membership education and post-membership education and recruitment with opportunities for individual chapters to contribute ideas and discuss

Charges to the 2010 Committee on Membership

- If already in place, to evaluate the accessibility, format, and content available on the membership database
  - To discuss current Membership Education Programs and create a forum for sharing digital/hard copies of Membership Education Programs being used throughout the district
  - To demonstrate, through group participation, current activities used in chapters to promote membership education
  - Discuss additional resources and activities to be added to the membership database
- If applicable, create charges for the 2010-2011 SED District Officers/Council
- If 'buddy system' is in place, evaluate the program's effectiveness and gather responses from participating chapters/colonies
    - Discuss additional methods of reaching out to colonies
  - Continue to discuss effective membership activities
  - Continue to discuss effective post -membership activities

Respectfully Submitted,  
 Chair: *Minnie Young, Iota Mu*

*Advisor: Charlotte Manes, 2009-2010 SED Vice President of Membership and Sarah Lowery,  
Past SED President*

Committee Members: Epsilon Xi, Zeta Iota, Eta Lambda, Eta Xi

Scribe: Clark Campbell, Eta Xi

In Attendance:

Alpha Omega  
Gamma Epsilon  
Delta Theta  
Epsilon Alpha  
Epsilon Theta  
Epsilon Xi  
Zeta Psi  
Eta Lambda  
Eta Xi  
Eta Omicron  
Theta Zeta  
Theta Upsilon  
Iota Delta  
Iota Mu  
Iota Nu  
Iota Xi  
Spelman Colony

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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*Committee on Music Support*

***Committee Chair:***

Kayla Kasel, Gamma Epsilon

***Committee Advisor:***

Amy Cheben, 2009-2010 SED Vice President of Special Projects

Kelly Eidson, National Board of Trustees Chair

1<sup>st</sup> Session:

All present

*Meeting called to order at 7:20pm*

*Meeting adjourned at 8:00pm*

2<sup>nd</sup> Session

All present

*Meeting called to order at 11:00am*

*Meeting adjourned at 11:45am*

3<sup>rd</sup> Session

Absent: Gamma Eta and Iota Gamma

*Meeting called to order at 4:15pm*

*Meeting adjourned at 4:55pm*

Charges to 2010 Committee

1. Review the Music Support report from the 2009 SED Convention.
2. Discuss a Special Projects fund similar to the Rainy Day Fund or line items. (Charge to Ways and Means)
3. Young Composer's Competition
  - a. Should we continue it?
  - b. How to raise funds? (Charge ways and means)
  - c. Increase participation?
  - d. Get the word out?
  - e. Discuss the effectiveness of an ad-hoc committee.
4. Discuss whether the scrapbook should be hosted by a chapter or under the authority of the SED Historian.
5. Evaluate the success SED Convention Service Project.

6. Review listserves and their effectiveness and discuss ways to increase subscription.
7. Discuss alternative music service on the district level that can be added.
8. Discuss suggestions to be added the SED Website and provide a list to the SED VPSP.
9. If applicable, create charges for the 2010-2011 Vice President of Special Projects.
10. Submit Charges to the 2011 Programs Committee (Changed to be made at 2010 SED Convention)

### Implementation of Charges

#### **Charge #2- Special Projects fund**

- Discussed whether or not to make it a line item fund or a by a donation from each chapter
- Decided that a ball-park figure would probably help decide whether or not this goes through
  - Flat-rate could be useful
- Majority favors a line-item budget
  - Line-item in both income and expense (income is 0, expense will be at a 0, this number will changes as the funds are donated).
- Discussed whether the music support committee should cover it?
- Decided that making it mandatory would make this better
  - 5 dollar increase for dues in each chapter
    - Possibility of making it a National concern, although they would probably not set aside national money for dues
- Discussed an ‘out’ for chapters that are not financially able to give an extra amount of money
  - Other chapters could help out.
  - Alternative ways of raising funds for chapters that can’t afford it (car wash, etc.)
  - Deadline for getting out of the ten dollar implement
- Decided on a \$10.00 amount per chapter
- *The Programs Committee charges the Ways and Means Committee with implementing a Special Projects line-item for the Special Projects Fund. We recommend a donated \$10 per active chapter with extra donations appreciated.*

#### **Charge #3 Young Composers Competition**

- Discussed past involvement
  - Flyers had been sent out, and it was on all major internet media
- Suggested that internet media can be supplemented by physical media
- Discussed if flyers could be sent to high schools or colleges without a chapter
  - Discussed a list of high schools that can be sent to that directly
  - High schools that can be targeted: AP/IB schools with a Music Theory class, Bands of America
- Discussed who should be in charge of advertising
  - VPSP’s ad hoc committee
  - Chapter Sponsors/Advisors.
  - Band Directors could use it as a recruitment tool
- Discussed whether or not the competition should be keep it?
  - We still feel that it is important
- Decided that there should be more email correspondence
  - Lack of chapters’ interest from the lack of e-mail
  - Email is quickly put out of mind, while paper mail would give them a tangible

- copy that's harder to put out of sight
- Discussed if there should be a deadline or mandatory application process
  - Decided that if the district wants to continue this project, the VPSP shouldn't have to hold their hand through the process
  - Makes people remember it more, instead of just putting it out of sight.
- Decided that there should be a call to action, 'We want you to...'
- Decided that chapters should come up with high schools, or, at least contact information for the high schools to send back to the VPSP

#### **Charge #4- SED scrapbook**

- There is a lack of participation from chapters when it is sent around
- Also, there is a confusion as to who to send photos to
- Possibility of having an electronic scrapbook
- Discussed whether it would be easier to send photos to the historian
- Discussed ideas for the scrapbook
  - Send photos and pages directly to the historian
  - Photos could be submitted online or mailed in
    - Could require a separate historian budget to print photos
    - Chapter could have to tell the historian in advance which option they plan to do

#### **Charge #5- SED Convention Service Project**

- No one has submitted items yet
- Some sisters were unaware of the project
- Discussed giving more warning for the project and sending out more reminders in the month leading up to convention
- Discussed providing an info sheet in the information packets for SED convention
- Discussed having an event next year that does not require bringing items to convention or bringing smaller items
- Discussed having a "District Day of Service" on one of the days leading up to convention
  - Car wash throughout the district
- Decided that the best idea would be to have a box top or can tab drive and donate these to a local school
  - Make it a contest between chapters
  - Make it factor into the Spirit Stick or another competition

#### **Charge #6- Effectiveness of listserves**

- Not many people are currently on the listserve
- Some sisters feel that the emails sent are "pointless"
- The listserve is important, but not necessarily everyone needs to be on it
- Decided to announce it at a Separate Session
- Discussed that changes on the SED website made it more user-friendly
- Decided to get the word out about the new SED website

#### **Charge #7- Alternative music service on the district level**

- Currently we have the young composers' competition
- Possible service projects

- Go to local elementary schools and churches to play for the students
- Teach elementary school students how to step
- Have music majors go to high schools and speak about continuing music after high school
- Put together an intercollegiate band
- Scouting for Music
- March for Music- National program for next year
- TBS/KKPsi mass band performance planned at a central location so that all chapters can try to make it
- Discussed adding music to service projects that are unrelated to music by using small ensembles
- Discussed finding ways to involve the auxiliary members when music performance is the service project
  - Battle of the Sexes with college band students
  - Band Day: Music camp for local band students
  - TBS/KKPsi band camp

### **Charge #8- New SED website**

- Webmaster presentation of the website
- Changes that can be made to the website
  - Forum for chapters to post things that they are doing
    - There used to be a forum on the website but it was unused
  - Blog for sisters to write their activities and to respond to what other chapters are doing
  - Separate the new blog into subjects like service, music, etc.
  - Spread knowledge of the new website
  - Post information of people who have spoken at conferences
  - Make the officers' email addresses direct links
  - Post the link for TBS images from the national websites
    - Have a chapter directory of physical addresses sent out to someone in each chapter

### Charges for the 2010-2011 Vice President of Special Projects

- Implement an SED service project to be collected at SED
- Research the possibility of doing a district-wide service project to be completed at the SED convention
- Continue the Young Composer's Competition, to evaluate the communications process, to increase the number of contacts, such as area high schools and district colleges without chapters, and if necessary, to appoint an ad-hoc committee to help with this work.

### Miscellaneous Charges:

- To the Jurisdiction Committee: add the SED scrapbook to the Historian's duties
- To the Historian: implement a program to accept both chapter-created pages and pictures to be used by the historian to create a page for the SED scrapbook

## Charges to the 2011 Committee on Music Support and Development

1. Review the Music Support Report from the 2010 SED Convention.
2. Reevaluate the SED website
3. Reevaluate the Young Composers' Competition
4. Evaluate the success of the 2011 SED Convention Service Project
5. Review the process of submissions to the SED scrapbook
6. If applicable, create charges for the 2011-2012 Vice President of Special Projects
7. If applicable, create charges for the 2012 Committee on Programs (Music Support)

A special thanks to Angelique Beau-Wells of Beta Xi and Jennifer Quijano of Alpha Omega for taking minutes.

Respectfully Submitted,  
Chair: Kayla Kasel

Advisor: Amy Cheben, 2009-2010 SED Vice President of Special Projects  
Kelly Eidson, National Board of Trustees Chair

### Committee Members:

Gamma Eta  
Theta Lambda  
Iota Gamma  
Iota Nu

### In Attendance:

Alpha Omega  
Beta Xi  
Gamma Epsilon  
Delta Theta  
Epsilon Theta  
Zeta Kappa  
Zeta Psi  
Eta Omicron  
Theta Zeta  
Theta Lambda  
Theta Rho  
Theta Upsilon  
Iota Mu

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

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### *Committee on Nominations*

***Committee Chair:***

Katie Peterson, Eta Phi

***Committee Advisor:***

Reneé Cartee SED Counselor

During the first meeting the nominations committee we reviewed the nominations report from the 2009 SED Convention and 2.03-2.09 of our District Constitution. We also discussed the duties of each office and compiled a list of questions that we wanted to ask the candidates who were seeking a district office. The following questions were formulated:

What other responsibilities will you have and how will district office fit into your overall schedule?

If not elected for the position you are running for, would you be willing to serve in any other positions?

Describe how well you work with others.

**President:** What will you implement and bring to the position of District President to enhance the district overall?

**VPM:** How do you plan to communicate with colonies and chapters to actively recruit and retain members?

**VPSP:** If you had one program you would want to implement in the district what would it be?

**Sec./Treas.:** Have you ever created or implemented a budget?

Can you please provide us with an example of an event or project that you had a role in organizing that demonstrates your organizational skills.

During the second meeting the committee completed the candidate interviews. During the third meeting the committee slated candidates for each District Office.

#### Charges to Committee

1. Review the Nominations Report from 2009 SED Convention
2. Review 2.03-2.09 of our District Constitution
3. Conduct exit interviews of the current year's out-going officers, and submit results in document separate from committee report for the new officers.
  - a. Discuss the feasibility of this and if there is maybe a better alternative
4. Interview those persons running for District Office.
5. Create at least two questions per office, which asks the candidate what they can implement or bring to that position



6. What are ways to improve and maintain communication from the district officers to the chapters?
7. Slate a person for each District Office
8. If applicable, create charges for the officers for the upcoming year
9. If applicable, create charges for the 2011 nominations committee

#### Implementation of Charges

- Reviewed the Nominations Report from 2009 SED Convention
- Reviewed 2.03 – 2.09 of our District Constitution
- Created interview questions for candidates running for each District Office
- Interviewed people running for District Office
- Slated a person for each District Office

#### Charges to the 2010 Committee on Nominations (optional)

- Review the Nominations Report from 2010 SED Convention
- Review 2.03-2.09 of our District Constitution
- If time permits complete an in person exit interview. If time does not permit, within two weeks of convention conduct a phone exit interview with a counselor approved person
- Interview those persons running for District Office.
- Create at least two questions per office, which asks the candidate what they can implement or being to that position.
- Slate a person for each District Office
- If applicable, create charges for the officers for the upcoming year
- If applicable, create charges for the 2011 nominations committee

Respectfully Submitted,  
Chair: Katie Peterson, Eta Phi

Advisor: Reneé Cartee, SED Counselor, Zeta Psi

Committee Members:  
Courtney Crittenden, Zeta Kappa  
Matesha Jones, Theta Chi  
Bontrachya Davis, Theta Upsilon  
Jessica Walker, Iota Delta

In Attendance:  
Katie Peterson, Chair, Eta Phi  
Reneé Cartee, SED Counselor, Zeta Psi

Courtney Crittenden, Zeta Kappa  
Matesha Jones, Theta Chi  
Bontrachya Davis, Theta Upsilon  
Jessica Walker, Iota Delta

Southeast District Council 2010-2011 Slate  
Stephen Burt-President  
Chris Meserve-Vice President of Membership  
René Mark-Vice President for Special Project  
Angelique Beau Wells-Secretary/Treasurer

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

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### *Committee on History and Sisterhood Report*

***Committee Chair:***

Michelle Toro, Zeta Psi

***Committee Advisors:***

Auriel James, SED Historian North

Sal Parillo, SED Historian South

#### Charges to Committee

1. Review the 2009 Committee on Sisterhood Report
2. Discuss the obligations of the SED Historian position. (to be added to chapter operations.)
  - a. The committee would like the SED Historian to complete the following tasks:
    - i. Collect documentation/photos from chapters
    - ii. Attend important events throughout the district, as much as possible (i.e. Chapter rituals, DLC, D-Day, FL Day, etc...)
    - iii. Collect articles from chapters that will represent the chapter's uniqueness (i.e. Chapter mascots)
    - iv. Collect every publication chapters will send out throughout their term, and archive them appropriately
    - v. Research information about famous people (in music) who came from the SED.
    - vi. Oversee the SED Scrapbook
    - vii. Should create a virtual scrapbook
      1. Should parallel the SED Scrapbook, preserving it eternally online and upholding the physical aspect of it
  - b. SED Scrapbook
    - i. If a chapter so wishes to host the scrapbook, they must place a bid by SED Convention
    - ii. If no chapter places a bid by the end of SED Convention, the SED Historian will be in charge of the SED Scrapbook until the following SED Convention
    - iii. The district delegation will vote to choose the chapter to host it, if a chapter, or chapters, place, or places, a bid.
3. Discuss the SED Scrapbook and ways it can be improved.
  - a. Create volumes of the scrapbook to reduce the weight and volume of it
  - b. Maybe create a new scrapbook
    - i. New size with more uniform dimensions
    - ii. Lighter weight binding materials and covers

4. Discuss ways to collect and archive SED History.
  - a. Mail documents throughout the year to the SED Historian so they can forward it to National Archives at the end of their term
  - b. Have a chapter publication
    - i. Have a publications (or public relations) chair as a permanent chairperson
    - ii. Send a publication, at least, once per year to all chapters in the district, and, of course, your state
  - c. Send correspondence to other chapters throughout the district and the country
    - i. Write letters to see how other chapters are progressing and what they are doing
    - ii. Create a pen pal system
      1. Two chapters write back and forth through the year and create a bond
5. Discuss the SHELLS Entries and recommend a winner to be voted on during the Closing Separate Session. (Not a slate, all entries will be voted on.)
  - a. The Committee on History and Sisterhood recommends that the delegation votes the Epsilon Theta (EΘ) submission for the SHELLS Competition
    - i. There are three (3) entries for the competition
      1. Alpha Omega (AΩ)
      2. Epsilon Theta (EΘ)
      3. Eta Lambda (HΛ)
    - ii. All entries met the requirements as set by the SED Historians, and are eligible for nomination by the delegation
    - iii. The winner will be the new SHELLS Mascot and represent the SED District
6. Recommend district-wide social events to encourage chapter participation on the district level. (i.e. D-Day, etc)
  - a. Participate in Step for Life hosted by the Zeta Upsilon (ZY) chapter of KKΨ and the Epsilon Xi (EΞ) chapter of TBΣ
    - i. Proceeds go to a leukemia/lymphoma society
    - ii. Step shows are performed
  - b. Participate in District Day (D-Day) hosted by the Iota (I) chapter of KKΨ and the Epsilon Theta (EΘ) chapter of TBΣ
    - i. Similar to Step for Life
    - ii. Cook outs
    - iii. Games
  - c. State days
    - i. Similar to FL Day
    - ii. Strongly encourages chapters within your state to come, but still open to the entire district
  - d. A weekend full of planned social events
    - i. Hosted by any chapter; can rotate who hosts it
7. Discuss the possibility of a district-wide social event similar to DLC to promote sisterhood among the district. Recommend to the Joint Actions Committee Ideas
  - a. Mini DLCs
    - i. State wide, as in addition to our district-wide DLC
  - b. Two DLCs
    - i. One in the north, one in the south?
    - ii. One in the fall, one in the spring?

- c. Ways to improve DLC
  - i. See things more pertinent to chapter functions
  - ii. Workshops at DLC
- 8. Discuss ways to improve the effectiveness and relevance of the joint hymn to the current district.
  - a. Have chapter music chair to practice the joint hymn (along with National and District music)
  - b. Work with your brother chapter
    - i. Practice it jointly
  - c. Communicate within chapter
  - d. Hold recitals
    - i. A reason to practice it, and have fun performing it
  - e. Workshop to work on songs
    - i. Lead by the music chair
  - f. Have mp3 files recorded so member may listen to them and practice their individual part
  - g. Perhaps include, in chapter by-laws, mandating monthly rehearsals
  - h. Practice one (1) National, District, or Joint song per meeting
- 9. If applicable, create charges for the 2010-2011 District Officers/Council
  - a. Charges for the 2010-2011 District Officers/Council
    - i. To the webmaster
      - 1. Please work with the SED Historian to maintain the historical information found on the website.
    - ii. The SED Historian(s)
      - 1. Have to SED Scrapbook present and visible at every major event (i.e. DLC, SED, etc...)
      - 2. Have a workshop to work on creating and adding pages to the SED Scrapbook
      - 3. Have a workshop on being a chapter historian
      - 4. Create a virtual scrapbook in addition to the SED Scrapbook
        - a. Add a link to the new SED website
      - 5. Maintain the SED "Family Tree"
- 10. If applicable, create charges for the 2011 Committee on History and Sisterhood.
  - a. Charges for the 2011 Committee on History and Sisterhood
    - i. Review the 2010 Committee on History and Sisterhood Report
    - ii. Evaluate the effectiveness of the virtual scrapbook, if created
    - iii. Work on deciding how the Spirit Stick should operate, and write out its rules (i.e. what a host chapter will contribute to it)
    - iv. Review the SED Historian duties written by the 2010 Committee on History and Sisterhood
    - v. Follow up on the Joint Hymn to see if it is better known, and, if applicable, how to promote it more
    - vi. Come up with new chants to use in addition to our current chant

### Implementation of Charges

- Take all our ideas and implement them on a chapter level
- Have days such as FL Day, D-Day, Step for Life, etc... promoted more to encourage participation
- Have the SED Historian, in accordance with the SED Council and more so the VPSP,

- work to help implement programs on a district level
- Have the SED Parliamentarian add the SED Historian position in the SED Constitution.

Charges to the 2010 Committee on Nominations (optional)

- None

Respectfully Submitted,

Chair:

Michelle Toro  
Zeta Psi (ZΨ)

Advisors:

Auriel James  
Epsilon Chi (EX)  
SED Historian North

Sal Parillo  
Zeta Psi (ZΨ)  
SED Historian South

Committee Members/Delegates:

Zeta Tau (ZT)  
Eta Beta (HB)  
Theta Iota (ΘI)  
Iota Xi (IΞ)  
Iota Omicron (IO)

Committee Secretaries:

Sal Parillo  
Zeta Psi (ZΨ)  
SED Historian South

Erinn Scott  
Zeta Psi (ZΨ)

In Attendance:

Alpha Omega (AΩ)  
Beta Xi (BΞ)  
Gamma Epsilon (ΓE)  
Epsilon Alpha (EA)  
Epsilon Theta (EΘ)  
Epsilon Xi (EΞ)  
Zeta Tau (ZT)  
Zeta Psi (ZΨ)  
Eta Beta (HB)  
Eta Lambda (HΛ)

Eta Xi (HΞ)  
Eta Omicron (HO)  
Theta Iota (ΘI)  
Theta Upsilon (ΘΥ)  
Iota Delta (IΔ)  
Iota Nu (IN)  
Iota Xi (IΞ)  
Iota Omicron (IO)  
Spelman Colony

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

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### *Committee on Ways and Means*

Ways and Means Committee SED 2010 (4/9-4/10)

Our charges from last year were as follows:

1. Review the committee report from SED 2009
2. Propose the 2010-2011 budget
  - a. we made sure expenses were equal to or less than revenue
  - b. president budget stayed the same, all other council members decreased, because nationals now only sends the president to the district leadership conference at nationals
  - c. Katie proposed the 2010-2011 budget. All were in favor.
3. Review the rainy day fund and make it more accessible
  - a. Pros: help colonies who can't fundraise, the colonies usually need the support more than active chapters, could make colonies more comfortable asking for help
  - b. Cons: the way it is currently worded makes them fundraise to get help,
4. Discuss the t-shirt for the new biennium
  - a. Decided on logo that was half pineapple half turtle
  - b. Make the tau beta sigma/ leaves larger
  - c. Have the states in the shell be slightly more pronounced
  - d. Make turtle on back, and use the logo from the previous biennium
  - e. Black shirt with blue and gold print
5. Discuss new fundraisers that can be implemented
  - a. Sell snacks right in front of where sessions are held so that everyone keeps passing it
  - b. Gift basket raffle- have each chapter try to get things donate. One gift card or set of letters or something along those lines to contribute to the baskets
  - c. Pie party → each person pays \$2 for a pie and can pie whoever they want
  - d. Penny wars- divide it into teams to make it a contest → states, sigma vs psi, chapters, school rivals, etc.
  - e. Ugly brother → people purposefully dress ugly and vote for ugliest picture with donations

Other Discussion:

1. Received a charge from Programs committee to add a line for special programs into the 2010-2011 budget. We added it. It will be a line that is fueled solely by donations. Revenue = expenses
2. We discussed splitting the secretary treasurer role into two positions. It seemed to be beneficial. It would allow each aspect to be focused on more. Jurisdiction also looked at it, and made the appropriate changes
3. Charged Jurisdiction to:
  - a. Strike 11.02: "The rainy day fund will also be used to pay the first year chapter fee of new colonies



- b. Strike 11.03
- c. Add 11.04: "For colonies: If fundraising is prohibited based on university stipulation, the rainy day fund can still be accessed at the discretion of the district council with documentation of need and projected expenses.
- 4. Discussed ways to increase the use of the district list serve
  - a. Encourage presidents to tell their chapters
  - b. All you have to do is email [tbs\\_sed-subscribe@tbsigma.org](mailto:tbs_sed-subscribe@tbsigma.org) and ask to be put on it.

Charges For next year:

1. Review the 2010 SED Ways and Means committee report
2. Reassess the accessibility of the rainy day fund
3. Look at the special projects fund and look for ways to increase donations.
4. Review the proposed 2011-2012 budget
5. Make charges for the 2012 SED Ways and Means committee

Attendance:

**Delegates-**

Beta Tau  
 Zeta Beta  
 Iota Lambda  
 Theta Rho  
 Delta Tau

**Others:**

Alpha Omega  
 Gamma Epsilon  
 Delta Theta  
 Zeta Psi  
 Eta Lambda  
 Eta Omicron  
 Theta Zeta  
 Iota Nu  
 Iota Xi

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

### *Committee on Ways and Means Approved Budget*

Proposed 2010 - 2011 Southeast District Budget				
ACCT #	ACCOUNT NAME	2009-2010 BUDGETED	2009-2010 ACTUAL (Projected)	2010-2011 PROPOSED
	Cash Balance - Beginning of Term (Projected)	\$3,000.00	\$2,109.61	\$833.00
 <b>REVENUE</b>				
0	Spring Allocation	\$296.00	\$302.00	\$302.00
0	Fall Allocation	\$1,450.84	\$1,581.50	\$1,600.00
0	Account Interest/ Service	\$0.00	\$53.28	\$0.00
0	RDF Revenue Transfer (end-of-year)	\$200.00	\$200.00	\$200.00
0	District Income/ Fundraising	\$400.00	\$400.00	\$1,000.00
0	Special Projects Fund	\$0.00	\$0.00	\$0.00
0	Miscellaneous	\$0.00	\$0.00	\$0.00
	<b>TOTAL REVENUE</b>	<b>\$2,346.84</b>	<b>\$2,536.78</b>	<b>\$3,102.00</b>
	 Total Cash Available for Use (Projected)	 <b>\$5,346.84</b>	 <b>\$4,646.39</b>	 <b>\$3,935.00</b>
 <b>EXPENSES</b>				
110	President	\$500.00	\$500.00	\$500.00
220	VPM (FKA VPCM)	\$400.00	\$200.00	\$300.00
330	VPSP	\$400.00	\$200.00	\$300.00
440	Sec/Treas	\$400.00	\$250.00	\$300.00
441	Copies and Postage (FKA Mailouts)	\$300.00	\$200.00	\$200.00
442	SED Fundraiser	\$300.00	\$0.00	\$800.00
552	Fall Workshop	\$0.00	\$0.00	\$0.00
551	Leadership Conference	\$300.00	\$0.00	\$0.00
553	SED Scrapbook/Historian (FKA SED Scrapbook)	\$150.00	\$0.00	\$50.00
554	Eighth Note	\$0.00	\$0.00	\$0.00
660	SED Convention (Council)	\$300.00	\$200.00	\$150.00
661	Convention Hosts	\$300.00	\$0.00	\$0.00
443	Convention Awards	\$300.00	\$300.00	\$300.00
771	District Officer Leadership Conference	\$1,000.00	\$993.41	\$0.00
770	Special Projects Fund	\$0.00	\$0.00	\$0.00

880	Miscellaneous	\$300.00	\$420.00	\$200.00
		<b>\$4,950.00</b>	<b>\$3,263.41</b>	<b>\$3,100.00</b>
	<b>TOTAL EXPENSES</b>			
<b>BALANCE CARRIED FORWARD</b>		<b>\$396.84</b>	<b>\$1,382.98</b>	<b>\$835.00</b>

# TAU BETA SIGMA

## 2010 SOUTHEAST DISTRICT CONVENTION

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### *OFFICER REPORT for Stephen Burt, President*

To the Southeast District of Tau Beta Sigma:

Who would have thought, 3 years ago, I would be standing before you today, as the President of the Southeast District of Tau Beta Sigma. Not only was I a mere freshman at the University of South Carolina, but I was a guy, trying to join a sorority. That being said, I feel proud to stand before you to share the memories of one of the most wonderful years of my life. Not only was I given the opportunity to work with a tremendous council, able to visit with nearly 25 of the 38 total chapters and colonies in the SED, or witness 4 colony instillations, but I was able to see the Southeast district grow and reach new heights as we reached record numbers in chapters turning in paperwork and as we became the largest district in Tau Beta Sigma.

At the conclusion of the 2009 Southeast district convention at my very own, University of South Carolina, the 2009-2010 SED council started off with a bang as we stayed up nearly all night transferring offices and learning the rolls of our new offices. Katie, sorry for keeping you up till 6am. It was certainly sure to be a year to remember for the SED. The new SED council had goals and initiative that has not been matched in the SED in a very long time. Soon after we all departed Columbia, SC, we held our very first telephone conference call that resulted in our outlining goals and plans for the next year. We began working on plans to appoint SED parliamentarians and Historians as charged by the 2009 Convention Delegation. We also began working on a brand new SED website that has turned out to be a phenomenal tool for the council. We even each signed up for twitter accounts and created a blog in order to better communicate with the entire district. Communication was key for us.

Before the summer hit, I was able to make a few major trips. I was given the awesome opportunity to experience another district's convention as I attended the 2009 Southwest District Convention in Baton Rouge, LA. There I was able to advise the Joint Actions Committee on Music Education. I was also introduced into a whole new way of running a convention which has actually affected this years SED Convention. Also in those few weeks, I was able to visit the Epsilon Chi chapter to attend their Probate where I got to witness the coming out of the 3 Lovely Ladies of Spring 2009. I also got to visit the Elon Colony as I assisted the Theta Zeta and Iota Lambda Chapter with ritual for the colony. This past term, we were given the awesome opportunity to meet face to face very early in the term. We held a May Council meeting in Atlanta, GA where we were able to discuss Strategic Planning for the district. We outlined major goals and even worked on the

mission and vision for the SED. I am glad to announce that we have either fulfilled or are on our way to fulfill each of our goals. Also at these meetings, we began to plan for the SED take over of National Convention In Phoenix, AR. While in Atlanta, the SED Council was able to have a cookout with the Epsilon Theta Chapter at GA Teach, and the new Spelman colony only one week after they were announced a colony. It was great to meet and fellowship with you all.

Although I spent my entire summer in Dallas, TX for an internship, we did not lose a beat as we planned and got ready to show the nation, how its done in the SED. We worked really hard to ensure that all chapters got in their Chapter Summery reports and their National Convention Proxy Forms. We had officially become the district to beat when we had 100% of our chapters turning in their paperwork. I also was given the privilege of appointing the new SED Historians and Parliamentarian and created the Ad-Hoc Jurisdiction Committee. Sal Parillo from Zeta Psi and Auriel James were selected to serve the SED as your historians for this term. Thanks for all you guys have done. Also thanks to Michelle Lee for your work as the SED Parliamentarian. Although you were not able to finish your term, the work you did as parliamentarian really aided the Ad-Hoc Committee as they completely re-wrote the SED constitution. Special thanks to Ben Chocie for stepping in and taking over as the parliamentarian, you have done a great job. Prior to national convention, your SED Council was able to attend the National District Leadership Conference where we were put through tons of workshops on district leadership and how to better serve our chapters. We were also able to spend time as a council getting ready for the year ahead and getting closer as a team. National DLC is such an amazing experience.

At national convention, the SED showed up. I was very excited to have 12 chapters and 1 colony present in light of extremely high registration, hotel and travel costs. National convention was such a tremendous time for me in TBS. I was given the amazing opportunity to sit as the official delegate for the Southeast District and in turn, chaired the Ways and Means committee. At this convention the delegation was required to make major decisions for the national organization. We voted on a new controlled substance and hazing policy, increased dues to cover liability insurance increases, increased life membership dues, and voted on a new national council. I would like to congratulate the following chapters for being recognized at Grace and A Frank Chapter Leadership finalists; Alpha Omega, Beta Xi, Epsilon Alpha, and Eta Phi. Further congratulations goes the Eta Phi chapter for being named the National Chapter Leadership Award Recipient as the best chapter in the nation, way to represent the SED. The Zeta Psi chapter also received the Chapter Participation Award with 11 active members in attendance and congrats to the Epsilon Alpha Chapter for receiving the J. Lee Burke Chapter display award. Leaving national convention, the SED council was excited to get to work in planning our major events.

Heading out of National convention, I was able to attend the Southwest District Chapter Leadership Conference, in Dallas, where I presented my workshop on Bridging the Gap In Diversity. It was great to get to talk about the SED and using us as an example when discussing how to better work through the barriers that often gets in the way of normal

business. On my way home from my internship in Dallas, I was able to visit both the Alpha Omega Chapter and Zeta Psi Chapter as I visited Orlando for a week. Thanks for the fellowship and sleeping arrangements.

As we headed into a new school year, the council began to prepare for the Fall Activity Report deadlines coming up and began reaching out to chapters to make all their deadlines. The new semester was sure to be a great one for the SED. As the council began major planning for the upcoming DLC, and Convention, we began really focusing on what the district needed to work on and where the council could best serve each chapter. The semester turned out very eventful as I was able to visit Theta Lambda at Auburn University for ritual with their candidates and a chapter meeting on my Fall Break. I also traveled to Memphis with Charlotte Amy Hiser for the instillation of the Iota Mu Chapter. Congrats guys on a tremendous job and cutting the colonization process to six months. Your hard work and dedication paid off. Just a few weeks later, was the crossing of the Iota Nu chapter at East Carolina University. I unfortunately was not able to attend due to a football game but congratulations to the Epsilon Lambda chapter for a job well done as the advising chapter. Continuing with this pattern, just a few weeks later, I was glad to travel to Elon, NC as my chapter along with the help of Eeta Beta and Epsilon Chi, installed the Iota Xi chapter at Elon University. As the semester came to an end, I was also able to attend the crossing of the Fall 2009 line of the Iota Lambda chapter at the University of North Carolina-Chapel Hill. It was great to meet with sisters from Epsilon Lambda and Theta Upsilon who were also in attendance. When it came time for the Fall Activity Report, the SED did their job again. With only 2 chapters turning in their paperwork late, we continued to stick to our new standards of excellence. Moving in to the winter break, many parts of DLC and Convention were beginning to become finalized. The schedule and meeting locations were getting ironed out and the reading band, auxiliary clinics and all the workshops began to hit planning stages. Everything was beginning to shape up to be the best events in SED history.

Starting the spring semester, the joint chapters at GA Tech were so gracious in hosting the SED as we converged in Atlanta for the annual Honda Battle of the Bands. It was great getting to meet so many sisters from every chapter in attendance and also getting to go to the After Party for some late night fun. Just two weeks later, the SED council traveled to Gainesville for our Winter Council Meetings and Pre-Convention Tour of the host site. Thanks to Schragar and the rest of the members who hosted us with a great time. We were able to tour the campus and socialize with many brothers and sisters. All the while, the council met for hours discussing all the details about the upcoming DLC and convention, while trying to make major decisions for the constitution and future of the major projects we have in the SED.

District Leadership Conference was the next major event for the SED. I am very pleased to congratulate the Zeta Tau chapter at Valdosta State University for a job well done on planning and running one of the best and most successful SED Leadership Conferences to date. With record number of members and chapters in attendance, we were able to work together to better our chapters, and the district as a whole. In total, 13 workshops were presented including Conflict resolution, Strategic Planning, Finances, Music Service

and much more. We even implemented a new idea called officer breakouts where smaller groups of members sat down with each specific officer in order to address different topics and issues that typically come with those offices on the chapter level. I feel that this small group environment allowed more members to get their voice heard and allowed members to grow from each other. It has truly paid off.

Shortly after DLC, I had my spring break and although I was traveling to Memphis with my school choir for a major national conference performance, I could not give up the opportunity to visit some chapters on the way. I was thrilled to be able to visit the Eta Lambda chapter at the University of Alabama Birmingham. Thanks guys for housing me and taking me to some wonderful places to eat. While in Birmingham, I was able to sit down with Eta Lambda and go over officer obligations, chapter constitution, membership education, and much much more. I must say, SED you better watch out. Eta Lambda is working their way up the ladder! Also on my way to Memphis, I was able to stop with the wonderful sisters at the Eta Beta chapter where I was able to see a number of the sisters perform in the University Choir performance. I even was able to attend a MEC meeting while seeing the wonderful things Eta Beta is doing with their membership program. As my term has come to an end, I was excited to make one last visit to the Iota Xi chapter at Elon University to witness the crossing of their 4 new members and see the tremendous growth Iota Xi is experiencing at Elon. Congrats guys.

Well as my term as SED President has come to an end, I feel as if there is just not enough words to say how I feel. Countless hours and sleepless nights have gone into planning everything for the SED this year and I am honored to say that it has all been worth it. There are no better people than the people sitting in this room, serving college bands and sisters in the bond of Tau Beta Sigma. I only wish I could recognize each and everyone of you for the outstanding service you have done to not only your college bands or universities, but to me. Each chapter and each member has made an impact on me and I have grown so much over the last year. Each experience has been a learning one and I can honestly say, each of you have made me a better person.

As I conclude my report, I would like to quickly make a few acknowledgements: Katie Schmidbauer, Amy Cheben, and Charlotte Manes. You 3 have been absolutely amazing. I could never have asked for a better SED Council to work with for the last year. What we have accomplished together has simply been amazing. We hit it off from the beginning and started with high aspirations for the SED and we even accomplished many of the goals we set out to achieve in the beginning of our term. I'm not sure any council for a very long time has been able to do all we have done! I'm so proud of each of you and wish you all the best as you pursue your next stages in life.

Crystal and Reneé. What a tremendous 2 years it has been. You both have been so amazing to work with and have always been there for me, even when I'm freaking out because something else has gone wrong with convention or DLC. You both are tremendous women with a heart and passion for Tau Beta Sigma and if I only could gain just a portion of the passion you both have, I would be better off! As this term comes to

an end, I want to thank you all for the support you have given me and the love you have shown me as we have worked to make a difference in the SED. I love you both so much. Ben, Sal, and Auriel, Thanks for the work you all have done for the SED. Your work as the historians and Parliamentarian has been such a tremendous service and we could never have accomplished all we have without you three. I wish you all the best of luck in the future.

I would like to thank all the chapters and sisters who allowed me to stay in their homes and on their couches. Without you guys, I would never have been able to make all the visits I was able to make.

Lastly, I would like to thank my own chapter for all the support you have given me over the last 2 years as I have served on the SED council. Every member that has gone on a trip with me, every member that has shown their appreciation for me and every member that has worked with my insane schedule as I juggle school, TBS and the Saxophone, have truly made this experience the best of my life. I could have never done it without each and every one of you! I love you guys!!

To the Southeast District, I want to thank you all for giving me the opportunity to be your president. I have thoroughly enjoyed my time in this office and hope that some of my passion for this organization can rub off on each of you! Tau Beta Sigma is such a tremendous organization. It takes a lot of hard work and effort to do it right and we are now doing it right. We're serving our bands, turning in our paperwork, getting new chapters, attending DLC and Convention and most importantly, were striving for the highest level of excellence within the sorority. I challenge you all to continue to grow, continue to serve and continue to want better for your chapter, the SED and the national chapter of Tau Beta Sigma. Thanks for a tremendous year in the SED. I Love you guys,

Respectfully submitted,

STEPHEN BURT  
2009-2010 SED President  
Epsilon Alpha-Tau Beta Sigma  
University of South Carolina  
GO COCKS!!!



**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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***OFFICER REPORT for Amy Cheben***  
***Vice President of Special Projects***

Sisters of the Southeast District:

This last year following my election into the office of Vice President of Special Projects has been an interesting one, to say the least. Immediately following District Convention, the Council began planning for our trip to Phoenix and preparing for both National DLC and Convention. At DLC and Convention, I worked with other District VPSPs and VPMs to fully understand and improve on the new National Risk Management Policy, which was later jointly and unanimously adopted by the Delegations. In addition to sitting as a proxy Delegate, I worked with Dawn Farmer, immediate past NVPS and current NVPCM, to assist the various speakers conducting workshops at Convention.

Once Convention ended, work on the implementation of several of our District Programs resumed. Our Second Annual Young Composer's Competition was held this year and our winner, Robert Basilio from the Georgia Institute of Technology has been awarded a \$200 scholarship for his piece "Patriot Dream." The Young Composer's Competition, if continued, needs the support of all of the members of the District. This year there was a decrease in participation from last year and if we choose as a District to continue this program, we, as members of this District, need to advertise it, participate in it, and fund it.

The website, which was in the construction phase prior to my term, has been completely redone through the hard work and dedication of our current Webmaster, Chris Forrence. The new website integrates both the social media tools utilized by the Council and new tools, such as the calendar and the photo gallery, which can be utilized by individuals in the District. We hope that this new website can become an integral part of our sorority lives on a District and Chapter level, but this can only be done with your support and contribution to the website; use the link on the Calendar page to submit new events to the webmaster and email the Webmaster to submit photos of your Chapter.

The Service Projects Database has continued to grow throughout this term. There is now an online copy of the database that can be downloaded from the website as well as an

online form to submit your chapter's service projects to be added to the database. By simply going online and filling out a few simple questions immediately after a project, we can help the District grow and foster new service opportunities.

This is the second year that we have hosted a Convention Service Project and I am proud to say that we have collected items that will be donated to the St. Francis House here in Gainesville. It is vital that we continue to give back to those communities that host us and I hope that we will see a growth in both the scale of the Convention Service Project as well as a growth in the participation of our Chapters.

I would like to take this time to thank a few people:

Thank you to the members of the Council and our Counselors for all of the help, advice, and encouragement you have given me throughout the term.

Thank you Chris Forrence for your dedication and your knowledge to make the website work, even when I had difficult requests.

Thank you Epsilon Theta for dealing with my hectic schedule and always being there to support me. I don't think I could have done this without having such a supportive chapter.

Finally, thank you Southeast District; it has been a great honor to have been selected to serve as your Vice President of Special Projects. I am extremely proud of what this District has been able to accomplish during my term and I look forward to see what the SED is capable of in the future. Proud to be SED: Strength, Excellence, and Diversity.

Respectfully Submitted,

Amy Cheben

Tau Beta Sigma – Southeast District

2009-2010 Vice President of Special Projects

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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***OFFICER REPORT for Katie Schmidbauer***  
***Secretary/Treasurer***

To the Sisters of the Southeast District of Tau Beta Sigma,

I cannot believe that a year has gone by since this Council took the oath of office in Columbia, South Carolina for the 2009-2010 term. I had no idea what I was getting myself into at the time, but I remember being up until 5am that first night finding out. I was given boxes of files, bags of shirts, binders of information, and folders of reports. I was intimidated more than ever by the Counselors who made it clear from day one that messing up would not be an option. I got started immediately on the work that was already piling up.

I began with what would soon be a 66 page document of the minutes from the 2009 District Convention. This involved compiling the committee and officer reports and updating the District constitution with the changes voted on at Convention. The minutes and updated constitution were disseminated by email and posted to the website within the six week deadline stated in the constitution.

From there, I began the ongoing process of updating the chapter database. This document contains all of the contact information for every chapter in the District and must be updated regularly. Emails were sent and phone calls were made as Chapter Presidents changed. This document was a part of the fall mail out which was distributed electronically at the start of the school year.

The Chapter Directory was just one item of many in the fall mail-out. Other items included Rainy Day Fund flyers and other District program announcements. This year, the fall mail out (among all other mail outs) progressed to a completely electronic format. District information is now communicated solely online and through personalized phone calls, as compared to the paper copies that were previously mailed to each chapter.

An important responsibility of this office is the publication and distribution of the Council's newsletter SHELLS. The first issue went out immediately and introduced the newly elected Council. The second issue included articles from the new Historian and Parliamentarian positions. This issue was disseminated at the start of the school year. The third issue went out at the start of the spring semester and announced the many exciting events planned for the remainder of the school year. The final issue was recently completed; it discussed the accomplishments of the District through each Office.

As for the treasurer aspect of the position, I oversaw the funds of the District, processing requisitions according to the budget passed at last year's Convention and depositing any money that has been fundraised or donated over the term. In addition to T-shirt sales, I held a donation giveaway (or 50/50 raffle) at the National Convention and a "Pie an Officer" fundraiser here at the SED Convention.

Towards the end of the term I oversaw the selection and purchasing of the awards which would be distributed at this Convention. I created a draft of the proposed budget as I prepared to advise the Committee on Ways and Means. Preparation for the record keeping of these three days of meetings was another important undertaking.

It has been the events such as these that have been the most impacting experience of the journey. National Convention and the District Leadership Conference in Phoenix, AZ were experiences of a lifetime and something I will take with me forever. I was honored with the privilege of Chairing the National Committee of Credentials and Resolutions and couldn't be more thankful for having had that opportunity. Presenting my workshops "Empowering Leaders" and "The Life of a Chapter President" at our District Leadership Conference and at this Convention have been invaluable experiences, as well.

What I will remember most when I look back on my time as a District Officer are the *many* hours spent in our bi-weekly meetings, as well as our 24-hour-long Council meetings in both Atlanta and Gainesville. I thoroughly enjoyed working with the rest of the Council toward the success and improvement of this District.

Amy: Thank you for everything you have done for the SED this year. From the Second Annual Young Composers' Competition to the District-wide service project here at Convention, you have done great things for our District. Congratulations on becoming the President of Epsilon Theta. It was your efficient approach to meetings that helped keep us all on track at late night caucuses during our week at Nationals. I know you will continue to do great things within and beyond your chapter!

Charlotte: Your enthusiasm for TBS is so motivating. From our first Council meeting in Atlanta (where you stayed up all night learning all of the chapter designations) to our last Council meeting in Gainesville (where you stood your ground on an issue you felt strongly about), your voice is heard wherever you go and I know you will continue to motivate others in TBS.

Stephen: What can I say; your passion for this organization inspires us all. It is because of your encouragement that I stand here today, having been a District Officer. I don't know what I am going to do without at least one phone call, text message, or e-mail from you every day! Your positive attitude is contagious. I am so proud of everything you have already done and will continue to do for the SED. TBS is lucky to have you.

Reneé: I have always looked up to you in many ways. Your background in non-profit management has always interested me. I loved learning about the strategic planning

process and am so excited that you brought that to the Council. Thank you for everything you do for TBS!

Crystal: I remember meeting you for the first time at District Convention in Tallahassee two years ago. I feel like you have been a friend ever since that day. I will never forget the hours spent talking about nothing at the hotels in Phoenix and Valdosta. You better call me whenever you're in town again!

To the Sisters of the SED, I can't thank you enough for this wonderful opportunity. I charge each of you, as the future of this Sorority, to have the fortitude and courage to see an ideal, to seize upon it, and to follow it wherever it may lead you in Tau Beta Sigma. It has truly been honor to have been selected to serve.

Respectfully submitted,  
Katie Schmidbauer  
2009-2010 Southeast District Secretary/Treasurer  
Tau Beta Sigma, Alpha Omega

**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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***OFFICER REPORT for Reneé Cartee, Counselor***

Sisters of the Southeast,

I am extremely proud of this district. The Southeast District (SED) keeps improving year after year filling our district with strong leaders, sisterhood, and worthwhile music and service events and activities!

As members left the 2009 convention the council began immediately assessing the events of convention, goals that each officer brought in with them, and the future of your district. Of course there was a lot of excitement as the group began their journey together to better themselves and SED. We are seeing an improvement of our chapters taking responsibilities and checking in with National Headquarters about paperwork, fees, and any other requirement that might come up. Remember, these responsibilities do not just ride on your Presidents shoulders, you need to be aware as a member for your chapter to be successful.

In the early fall our National Council, with Dawn Farmer heading the charge, requested district counselors to review each chapters membership program. Although overall our chapters have improved with turning paperwork in we had less than half of our chapters send their membership program to Crystal and myself for review. This is a new request and we will continue to ask for this information. Crystal and I want to help you develop your membership program with accurate information, quality, tradition, and all while keeping the uniqueness of your chapter intact. It is important for you to understand that you should have a written membership education program. This program should include activities for candidates and members, any rituals/ceremonies, schedules, and a syllabus of what is taught to your new members. Without a written program it is difficult to be consistent with teaching new members policies and activities that are going on in your chapter, district, or national level. If your chapter has not sent us your membership program, please do, we will still accept them for review. If you do not have a written program, please talk to us, we can help. If you sent us your program, thank you, we appreciate it and contacted you with questions and praise. You will hear more about Membership Education Programming in the future.

Last convention Crystal and I requested that you fill out an evaluation that we would review, analyze and discuss the outcome with the current officers. This evaluation helped your council be sure they were focusing on items of interest for the members of the SED.

Workshops and presentations you have seen at DLC and convention were influenced by requests. Also, the council took time deciphering your request for time and length of convention as well as other aspects that we hope you see addressed at this convention. Please take the time, if you have not done so, to give the council feedback with this year's evaluation -Did you enjoy the Auxiliary clinic? What about reading band? What about the amount of time devoted to committees, workshops, and presentations? Is there something you would like to see as a presentation or event at SED? Well, please let us know!

At the beginning of their term your SED council requested to develop a strategic plan, which is long-term planning out 3 to 5 years. Strategic planning is an on-going process, and the document is a working document; being reviewed often. As many of you know, our own National Council, staff, and leadership are also working on a Strategic Plan. This is a great step to take in the future of TBS, and our district. In May of 2009, the council met in Atlanta, I facilitated, and the members sat down to initiate the districts first strategic planning session.

Your council spent a full day going over strengths/weakness/opportunities/threats, dissecting our purposes and mission, and coming up with 5 main goals working toward a future for the SED:

1. Communicate professional responsibilities to the district
2. Facilitate relationships between chapters
3. Provide resources for engagement in music, leadership development, and service opportunities
4. Continue positive growth of the Southeast District by maintaining and encouraging an increasing number of chapters
5. Maintain and improve communication throughout all levels of the organization

After our summer in Arizona at National Convention, your council reviewed the strategic plan to focus on more details goals and objectives, adding bench marks to check in on progress during the year. Again, in January we met face to face to plan for DLC and convention here in Gainesville. During that time the council reviewed the goals that were made and discuss the progress for each office -visualizing the strong successful SED they want to see in 5 years. Even though they are completing their term, each officer had strong opinions about being sure that this kind of planning continue to take place for the district. As we move forward the next council will have an opportunity to review the Strategic Plan and possibly develop sections that did not take priority this past year.

Over the year Crystal and I decided we would also work on facilitating relationships with the other counselors as well as our counterparts, SED governors, so we may improve our own leadership abilities and help others. Throughout the year we have had monthly counselor chats; a commitment that all counselors believe is a good endeavor. These talks gave us great insight into other districts and an opportunity to bring up concerns in an outlet where others may have gone through similar situations. Also, we've been open in discussing concerns of the district and new ideas with the SED Governors. We were able to work together with the respective councils and get the people needed on board to bring reading band and auxiliary clinic back and give extend time to allow for more workshops

and activity at convention. Also, because of our team commitment the SED was honored with Erle Moring -a dynamic speaker who we hope gave you insight and empowered you to make the right decision if you ever encounter an unpleasant activity as hazing.

It is a sacrifice of time and a large comment to make when elected as a district officer - the group in front of you understood the priorities needed to complete their duties successfully! I could not possibly thank them enough for their time and dedication to the SED. Learn from what they have accomplished. Thank them and the members you are sitting around for being in attendance at this convention; the Southeast shines because of what you do and how you empower each other do more for Tau Beta Sigma and your Sisters and Brothers!

Respectfully Submitted,  
Reneé Cartee



**TAU BETA SIGMA**  
**2010 SOUTHEAST DISTRICT**  
**CONVENTION**

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***OFFICER REPORT for Crystal Wright, Counselor***

Greetings Sisters of the Southeast District,

What an exciting 2<sup>nd</sup> year I have had serving as one of your SED Counselors. Although I will never forget that first year, I must say that you all made this one extra ordinary. It is a contender to say the least.

We started the 2009-2010 year of service with the Installation of Stephen, Charlotte, Amy, and Katie. What an exciting moment that was witness. Since I was able to sit and advise the nominations chair, I was able to see the heart of these wonderful young adults and I knew that the Southeast District was in for a treat. We had our first meeting the same night of the installations. Now during this meeting Reneé and I usually lead along with the newly installed president however; I must admit that I probably missed at least half of it. A little cold bug hit me during convention weekend, so I was back and forth trying not offend this bright eyed and bushy tailed new council with sneezes. I was tickled and miserable all at the same time. But I knew the meeting was in good hands listening to Stephen as he laid out the year in preview.

Soon after the last gavel struck at SED Convention, Stephen, Reneé and I along with a small host of Kappa Kappa Psi members went to the University of Louisiana in Baton Rouge, LA to take part in the Southwest District Convention experience. The Southwest District welcomed us with open arms and even allowed us to be part of their world. I was able to advise the Committee on Nominations. Being in the Southwest reminded me that indeed our sisterhood spans across all regions. It was great being with our distant sisters, but I was sure ready to head back to the South and get started with all of the things that set out to achieve.

Our second face to face meeting was held in Atlanta, GA in which Amy and her roommates for gracious hosts. We sat down and planned out that tasks that had to be completed before we went to represent you all at the start of a new biennium. Before we left the city we were able to fellowship with the sisters of the Epsilon Theta Chapter at Georgia Tech. They hosted a yummy barbeque and shared chapter stories and great laughs. We also go a treat with the introductions to members of the Spellman College Colony, who after working hard that day at a Battle of the Bands still found the time to come and fellowship.

Although we had a great time traveling around our Nation all within a month's time, the biggest thing on our agenda was the attendance of National Convention 2009 in Phoenix.

AZ. The preparation for this event gave me a whirlwind of emotions. I wondered if I would be able to get back into the swing of things. Although I had a few National Conventions under my belt, I had not been to one in a number of years and wanted to be everything that you needed in an advisor. I was excited to see what major moves the SED would make for our Nation. I will let you know that on top all of this emotion my was heart torn at the possibility of Reneé moving on from serving this district to leading our National Body, a task that I have all faith that she will do one day. But we weren't quite at the part yet. First we had to tackle DLC in which I went into much more confident then the year before. The other counselors and I arrived a day early to sit back, relax, and bond over what we know best; the love that we have for our students and how we would help them to have the best experience ever. Once DLC got underway we examined the state of our sorority. We learned about the budget, how to plan the district convention, our strengths and challenges, the insurance or lack of our National insurance policy, and we got our first glimpse of Mr. Erle Moring.

Attending National Convention as a sorority counselor was a very rewarding and exciting. Watching the district take pride in the duties of attending and chairing committee meetings, taking part in workshops, questioning policies, suggesting changes and making memories that will last a life time. We faced a lot of crossroads during that short time out west and you all amazingly rose to the challenges. You all made all of those moments in the 113 degree weather well worth it. I am truly proud of your efforts in all that you did.

The fall semester flew by as I assisted the council and district in meeting old goals and starting new goals. Between the weekly district council meetings, monthly district counselor meetings and other counselor/governor meetings, and Alabama A&M University band travel, I was in a welcomed sea of Tau Beta Sigma sisters constantly. The biggest new challenge for the SED was sending in Membership Education Programs for the first time. Reneé and I enjoyed reading a snippet of how you support your candidate and active members. Although we didn't get all of the MEP's it was a great start and we hope to see more.

For our spring trip we made a pre-convention trip to Gainesville to preview the facilities in which we would work. It was exciting to see how things were coming together and how hard the chapters were working. The culmination dinner with the brothers and sisters at UF was a great ending to a wonderful weekend.

The District Leadership Conference at Valdosta State University was a great success. I decided to present a session on conflict resolution in which I hope gave the sisters something to consider when working through their chapter's growing pains. Also, I was able to speak with some of the most tech savvy secretaries in the district in our breakout session. I learned a whole lot, but I hope that they learned a little from me too.

The past couple of weeks have been heart-warming watching the council prepare for this convention. Their zeal for our sorority and specifically this district is still as new and

refreshing as it was last April. They definitely can create a powerful spark after the weariness of service starts to set in. "Team" is the best word that describes this crew.

Thank you sisters of our district for allowing me to guide you, laugh with you, travel with you, sing with you, and most of all counsel you. Your support and encouragement for what I do is the greatest sign of sisterhood that one could want.

Thank you to the Alpha Omega Chapter for making such sacrifices for me. Thank you for always crawling out of your bed in the morning for breakfast when I drop in or staying up late to ensure that I make into town safely. Thank you for being such gracious hostesses during my all of my trips to Tallahassee this year. Thank you for inviting me to chapter functions and letting me be a part of your chapter activities.

Thank you to the Theta Iota Chapter at Alabama A&M University for keeping with the ideals and purposes of Tau Beta Sigma. I have watched you this year and am very proud of the work that you have done for our band and my Alma Mater. Although you now have to do the work of 15 women and 25 men I know that you will persevere. Remember that I am only a block away and will always be there for you.

Thank you, Reneé for being my partner in crime. I continue to learn and grow with your assistance and I am going to be like you when I grow up. I encourage you to continue to think big regarding our beloved sorority. I believe in you!

Thank you my sweet district council. You are an awesome powerhouse. Thank you for keeping this year drama free. Reneé and I slept easy. You know that the strides that this district has taken and you should know that it was by your leadership that we reached so many goals. You are to be commended and today I say "Job well done." I love each of you.

Musically Yours,  
Crystal Wright  
Southeast District Counselor

# TAU BETA SIGMA

## SOUTHEAST DISTRICT CONSTITUTION

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Revised April 2010

# The Constitution of the Southeast District of Tau Beta Sigma

As adopted by the Chapters assembled at the 2010 Southeast District Convention at the University of Florida in Gainesville, Fla. on April 11, 2010.

### **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.
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 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. Until the 2011 District Convention, the offices of Secretary and Treasurer shall be combined into one office which includes the responsibilities of both offices.

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. To be eligible to run for an elected office, a candidate must:
  - a. Submit to the current President by e-mail the following items at least thirty days prior to the District Convention at which they wish to be elected:
    - i. a letter of intent to run for office;
    - ii. a resume; and
    - iii. goals for the office.
  - b. Create a packet to be submitted to the Committee on Nominations after the first separate session which contains, in addition to items in (a):
    - i. a letter of recommendation from his or her Chapter; and
    - ii. a letter of recommendation from the Chapter's Sponsor.
  - c. Have attained at least sophomore or second-year standing at his or her college or university.
  - d. Be an active member of the Sorority in good standing at the time of his or her election.
  - e. Actively participate in or otherwise serve the college bands during his or her term of office.
4. Officer Guidelines
  - a. Officers whom are elected during their final year of their studies may fulfill their terms of office, provided that they obtain Life Membership by September 1 of their terms of office.
  - b. 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.
  - c. Officers shall serve without pay. They shall report and submit to the guidance of, the District Counselor(s).

- d. Each officer 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.
- e. Officers shall have the right to organize ad-hoc committees to assist in the execution of their offices.
- f. 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.
- g. 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.
- h. Should any other office be vacated, the Executive Council shall, at its option, appoint a replacement pursuant to the eligibility requirements of Section 3.
- i. Any officer who permanently relocates outside of the District during his or her term of office shall automatically resign and vacate the office.
- 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.

5. 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. Send out evaluation forms to each Chapter no later than halfway through the term of office, and send out District Convention packets to each Chapter no later than one month prior to District Convention.
  - e. Remind each Chapter about national paperwork no later than one month before it is due.
  - f. Organize various awards to be conferred at District Convention.
  
6. The Vice President of Membership shall:
  - a. Preside at meetings in the absence of the President.
  - b. Submit a membership evaluation questionnaire to be filled out by District Convention attendees.
  - c. Maintain frequent contact with Colonies, their Advisers, and their advising Chapters during the colonization process and immediately after the Colonies have been established as Chapters.
  - d. Execute the recommendations of the Committee on Membership in order to promote membership in the District.
  - e. Advise Chapters on the topics of membership, recruitment, retention, and continuing membership education.
  - f. Collect reports on the statuses of Chapters and Colonies that officers have visited.

7. 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.
  
8. The Secretary shall:
  - a. Take the minutes of meetings of the Executive Council and at District Convention.
  - b. Send the minutes of Executive Council meetings to the National President within one week of the meeting.
  - c. Publish the minutes of District Convention meetings and distribute them to the Chapters within one month of Convention.
  - d. Keep a database of current Chapters' contact information.
  - e. Send *SHELLS* via the e-mail listserve twice each semester.
  - f. Send Chapter Progress Report forms to the Chapters.
  - g. Send Chapter Progress Reports at least six weeks prior to Convention.
  - h. Assist the President in organizing various awards to be conferred at District Convention.
  
9. 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, including the T-shirt competition.



- d. Write a budget for the District with assistance from the Committee on Ways and Means to be submitted to the delegation for adoption
- e. Send Rainy Day Fund packets to the Chapters by September 1.

10. 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.

11. 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. Oversee and maintain the scrapbook, and if applicable, advise the Host Chapter(s) of the scrapbook.
- e. Remind the Chapters about submission to the scrapbook at least twice per year.
- f. Send the application for hosting the scrapbook to the Chapters no later than six weeks prior to District Convention.
- g. 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. There shall exist a special Committee on Joint District Actions, with its membership composed from both Kappa Kappa Psi and Tau Beta Sigma that will deal with the joint affairs of the District. It shall be subject to the guidance of both organizations' District Executive Councils and the District Governors and Counselor(s). (The rest of the provisions regarding this committee are outside the scope of this document.)
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. 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.
7. The Committee on Jurisdiction shall examine the District Constitution and other governing documents, and submit to the delegation relevant amendments to or propositions regarding those documents.
8. The Committee on Membership shall examine, recommend, and submit to the delegation any relevant propositions related to the recruitment and retention of members, post-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 the President, the Secretary, the Treasurer, and each of the 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. Bids must consist of a prepared sample of the Chapter's proposed publication content and format. 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. **Publication and Content.** The *Eighth Note* shall be published twice a year—once in the fall and once in the spring. The deadline for submission of articles shall be October 15 for the Fall issue and February 15 for the Spring issue. The mailing dates shall be November 15<sup>th</sup> for the Fall issue and March 15<sup>th</sup> for the spring issue. Due dates for submissions to the *Eighth Note* must be sent to all Chapters in the District, the Executive Council, and National Headquarters by the deadline.

Each issue should include:

- i. At least one letter from a National Officer;
- ii. At least one letter from the Executive Council of Tau Beta Sigma;
- iii. At least one letter from the Executive Council of Kappa Kappa Psi;
- iv. Any submitted Chapter Reports or Letters;
- v. A calendar of District and National events and deadlines; and
- vi. In the fall issue, a report from the Host Chapters of the latest District Convention and the latest District Leadership Conference.

In the event that the Host Chapters fail to publish the *Eighth Note* in the fall, they shall forfeit their right to publish the spring issue. Furthermore, 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 spring edition of the *Eighth Note* with preference given to those Chapters that submitted bids to host it at the most recent District Convention.

- d. **Financing.** The District shall subsidize the cost of publishing the *Eighth Note*.
  - e. **Distribution.** A minimum of one copy per issue of the *Eighth Note* shall be sent to each Chapter and Colony in the District, as well as the District Officers, the Presidents of 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).
  - c. The bid proposal shall contain the following:
    - i. Proposed date and location
    - ii. Meeting space information
    - iii. Hotel accommodations
    - iv. Sample schedule
    - v. Letter of support from the Sponsor

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, the District Governors and Counselor(s) will determine the location.’
  - 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 hosting District Convention shall be the organizational director of the Reading Band. It shall be that Chapter's duty to provide a director and music.
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 the organizational director of the Auxiliary Clinic. It shall be that Chapter's duty to provide a clinician.

## **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. The District Treasurer shall only solicit contributions to the Rainy Day Fund when the fund's balance is less than four hundred dollars.
- e. 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.
- f. To obtain distributions from the Rainy Day Fund, a Chapter or Colony must contact the District Treasurer for advisement. Upon the Treasurer's recommendation, the Chapter or Colony may submit two consecutive account statements and a typewritten fundraiser proposal. This proposal shall include the amount of monies needed to begin such a project, expected profits, expected date of realization of profits, and a statement describing the Chapter or Colony's financial situation.
- g. 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.