



Southeast District Convention

2008

Hosted by the Gamma Nu chapter of Kappa Kappa Psi
& Alpha Omega chapter of Tau Beta Sigma



Friday, April 11 - Saturday, April 12 • The Florida State University Campus • Tallahassee, FL

Convention Minutes

April 11-12, 2008

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

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TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Schedule of Events

April 11, 2008

Time	Event	Location
3:00-6:00 p.m.	Registration	OSA
5:00-6:00 p.m.	Dinner Break	On own
6:00-6:25 p.m.	Opening Joint Session	OMH
6:30-7:30 p.m.	1 st Separate Session	HCB 101
7:30-8:00 p.m.	Committee Meeting Block 1	
	<i>Committee on Sisterhood & Fellowship</i>	HCB 205
	<i>Committee on Jurisdiction</i>	HCB 209
	<i>Committee on Music Support</i>	HCB 210
	<i>Committee on Nominations (closed committee)</i>	HCB 212
	<i>Committee on Ways & Means</i>	HCB 215
8:15-9:15 p.m.	Concert	OMH
9:45-10:45 p.m.	Tau Beta Sigma Ritual	HMU 105

April 12, 2008

Time	Event	Location
8:00-9:00 a.m.	Committee Block 2	
	<i>Committee on Sisterhood & Fellowship</i>	HCB 205
	<i>Committee on Jurisdictions</i>	HCB 209
	<i>Committee on Music Support</i>	HCB 210
	<i>Committee on Nominations (closed committee)</i>	HCB 212
	<i>Committee on Ways & Means</i>	HCB 215
	<i>Joint District Action Committee (closed committee)</i> *****	
	*Starts at 8:30	
9:05-9:30 a.m.	Workshop Breakaway 1	
	“Colonization & Beyond: What's Next?”	HCB 205
	-Dollie McDonald O’Neill & Renee Cartee	
	“Haze Craze”	HCB 210
	-Sarah Cox	
	“Three Pillars of TBS	HCB 215
	-Rob Richards	
9:35-10:35 a.m.	Committee Block 3 (Final Meeting)	
	<i>Committee on Sisterhood & Fellowship</i>	HCB 205
	<i>Committee on Jurisdictions</i>	HCB 209
	<i>Committee on Music Support</i>	HCB 210
	<i>Committee on Nominations (closed committee)</i>	HCB 212
	<i>Committee on Ways & Means</i>	HCB 215
	<i>Joint District Action Committee (closed committee)</i>	HCB 101

10:45-12:30 p.m.	2nd Separate Session 10:45-11:30 Women in Music Speaker	HCB 101
12:30-2:00 p.m.	Lunch	On own
2:00-2:30 p.m.	Workshop Breakaway 2 <i>“Colonization & Beyond: What’s Next? Part II”</i> -Dollie McDonald O’Neill & Renee Cartee	<i>HCB 205</i>
	<i>“MOTS, a History”</i> -Katie Henry	<i>HCB 210</i>
	<i>“Building Better Chapters”</i> -LaShika Williams	<i>HCB 215</i>
	<i>“National & District Programs and You”</i> -Contella Crawford	*****
2:35-5:30 p.m.	3rd Separate Session	HCB 101
5:30-6:30 p.m.	Closing Joint Session	RDA
8:00-11:00 p.m.	Banquet	Civic Center

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Session Minutes

Friday, April 11th, 2008

OPENING JOINT SESSION

CALL TO ORDER at 6:01 PM by Tau Beta Sigma District President Sarah Cox and Kappa Kappa Psi District President Heather Owens.

Introduction of National Officers

TBΣ (Cox) :

National President, Kimbi Sigle
National Vice President for Colonization and Membership, Dollie McDonald O'Neill
National Vice President for Communication and Recognition, Deena Smith (Epsilon Lambda)
Chair of the Board of Trustees, Alan Harriet (Gamma Epsilon)
National Executive Director, Colonel Alan Bonner

KKΨ (Owens):

National President, Malinda Mateny
National Vice President for Programs, Adam Cantley
Board of Trustees Member, Ken Corbett
Board of Trustees Member, Scott Stowell

Introduction of Special Guests

KKΨ (Owens) :

NED Governor, Marie Burleigh
NCD Governor, Rod Whiteman

TBΣ (Cox) :

Past District President, 2002-2003, Renee "Fish" Cartee (Zeta Psi)

Past District Secretary/Treasurer, 2006-2007, Katie Henry (Gamma Epsilon)

Recognition of Chapter Sponsors

Introduction of District Councils

ΚΚΨ (Owens) :

Member at Large South, Lauren Case (Alpha Eta)

Member at Large North, Justin Moore

Secretary/Treasurer, David Smith

Vice President, Nicholas Annan

Governor, Dr. David O'Shields

Governor, Michael Green

President, Heather Owens (Kappa Mu)

TΒΣ (Cox) :

President, Sarah Cox (Epsilon Alpha)

Vice President for Membership, LaShika Williams (Epsilon Lambda)

Vice President for Special Projects, Contella Crawford (Theta Zeta)

Secretary/Treasurer, Rob Richards (Beta Xi)

Counselor, Iliana Rosado (Alpha Omega)

2009 District Bid Announcements

Zeta chi (KKY) and Epsilon Alpha (TBS), University of South Carolina

Iota Zeta (KKY) and Theta Zeta (TBS), North Carolina A & T

Announcements

Acknowledge gamma nu and alpha omega

Thank you and remain professional, be in session

Wear your name tags

Recess

Move to Recess Joint Session

-Passed

JOINT SESSION ADJOURNED at 6:10pm

OPENING SEPARATE SESSION

CALL TO ORDER at 6:28pm by Sarah Cox, President

Re-acknowledgement of Special Guests

National President- Kimbi Sigle
National Vice President for Colonization and Membership- Dollie McDonald O'Neill
National Vice President for Communication and Recognition- Deena Smith
Chair of the Board of Trustees, Alan Harriet (Gamma Epsilon)
Past District President, 2002-2003, Renee Fish Cartee (Zeta Psi)
Past District Secretary/Treasurer, 2006-2007, Katie Henry (Gamma Epsilon)

Announcement of Convention Officers –

Parliamentarian and Song Leader appointed by Sarah Cox, President
President, Sarah Cox (Epsilon Alpha)
Vice President for Membership, LaShika Williams (Epsilon Lambda)
Vice President for Special Projects, Contella Crawford (Theta Zeta)
Secretary/Treasurer, Rob Richards (Beta Xi)
Counselor, Iliana Rosado (Alpha Omega)
Parliamentarian : Max Housman (Eta Phi)
Song Leader: Stephen Burt (Epsilon Alpha)

Seating of Delegates and Proxies –

Seating of unnamed proxies begins with Alpha Omega

2007 Delegation

Alpha Omega
Beta Xi
Beta Tau-proxy (Beta Xi)
Gamma Epsilon
Delta Theta
Epsilon Alpha
Epsilon Theta
Epsilon Lambda-proxy (Epsilon Alpha)
Epsilon Xi
Epsilon Chi-proxy (Gamma Epsilon)
Zeta Beta-proxy (Delta Theta)
Zeta Iota-proxy (Delta Theta)
Zeta Kappa-proxy (Eta Chi)
Zeta Tau
Zeta Psi
Eta Beta-proxy (Epsilon Alpha)
Eta Lambda-proxy (Epsilon Xi)
Eta Xi
Eta Omicron
Eta Phi

Theta Gamma-proxy (Zeta Tau)
Theta Zeta
Theta Iota-proxy (Zeta Psi)
Theta Lambda
Theta Nu-proxy (Epsilon Theta)
Theta Rho
Theta Sigma - EXPELLED
Theta Upsilon
Theta Chi
Iota Gamma-proxy (Eta Phi)
Iota Delta-proxy (Epsilon Xi)
Iota Zeta-proxy (Theta Zeta)
Iota Eta-proxy (Epsilon Theta)
Iota Theta - SUSPENSION
Gamma Eta Colony-absent
UNC Colony-Absent

***The last Unnamed Proxy sat was from Theta Nu.
(2009 SED Unnamed proxies shall begin with Theta Rho.)

Announcements

Expected to attend a committee meeting or workshops

Move to accept Robert's Rules of Order

-Motion: Eta Psi

-Second: Epsilon Theta

****Motion Passed

Move to dispense reading of the 2007 Convention Minutes

-Motion: Theta lambda

-Second: Theta Chi

****Motion Passed

Committee Chair Assignments

Sisterhood

Chair – Clytie Brown (Zeta Beta)

Advisors – LaShika Williams

- Dollie McDonald O'Neill

Music Support

Chair – Tanesha Marshall (Theta Zeta)

Advisors – Contella Crawford

- Renee Cartee

Jurisdiction

Chair – Kol Greathouse (Zeta Psi)

Advisor – Katie Henry

Ways and Means

Chair – Christopher Kumetz (Gamma Epsilon)

Advisors – Rob Richards

- Alan Harriet

Joint District Action

Chair – Brittony Anderson (Epsilon Xi)

Advisor – Deena Smith

Nominations

Chair – Bethany Anderson (Theta Lambda)

Advisor – Iliana Rosado

Committee Assignments

Sisterhood and fellowship – Zeta Beta (chair)

- Epsilon Lambda
- Zeta Tau
- Theta Gamma
- Theta Rho
- Iota Delta

Music Support – Theta Zeta (chair)

- Zeta Iota
- Eta Lambda
- Eta Xi
- Iota Eta
- Gamma Eta Colony

Jurisdiction – Zeta Psi (chair)

- Alpha Omega
- Beta Xi
- Eta Beta
- Eta Omicron
- Theta Iota

Ways and Means – Gamma Epsilon (Chair)

- Delta Theta
- Epsilon Alpha
- Theta Nu
- Theta Upsilon
- UNC Colony

Joint District Action – Epsilon Xi (Chair)

- Beta Tau
- Epsilon Theta
- Epsilon Chi
- Iota Zeta
- Iota Theta

Nomination – Theta Lambda (chair)

- Zeta Kappa
- Eta Phi
- Theta Chi
- Iota Gamma

Candidacy Announcements

Stephanie Shealey – President

Jessica Mazzeo – Vice President for Special Projects
Stephen Burt – Secretary/Treasurer
Ashley Tabron – Secretary/Treasurer
LaShika Williams – President
Rob Richards – President

Announcements

Deena Smith - selling Tributes for a National Fundraiser
Rob Richards – Pie in the Face fundraiser
Dionne Hill - SED vase
Dolly McDonald O’Neill - Selling Jewelry
Alpha Omega – step team fundraiser for step for life
Step for life is next weekend

Move to recess Separate Session

-Motion: Iota zeta
-Second: Eta beta
****Motion Passed

SEPARATE SESSION RECESSED at 7:20 pm

S a t u r d a y , A p r i l 1 2 ^{t h} , 2 0 0 8

SECOND SEPARATE SESSION

CALL TO ORDER at 10:46 am by Sarah Cox, President

Roll Call

- Chapters Absent –
- Chapters Tardy –
- Chapters Sat – Beta Tau
 - Zeta Beta
 - Theta Gamma
 - Theta Nu
 - Iota Gamma
 - UNC Colony

Women in Music Speaker

Dr. Jayne Standley
Music Therapy

The National Chapter of Tau Beta Sigma name Dr. Jayne Standley an Honorary Member.

Officer Reports

SED Secretary/Treasurer- Rob Richards
SED VP for Special Projects- Contella Crawford
SED VP for Membership- Lashika Williams
SED President- Sarah Cox

Song Rehearsal

- Song leader Stephen Burt
- SED Song
 - SED Joint Song
 - National Hymn
 - Loyalty Song

Motion to Recess Separate Session

-Motion: Epsilon Alpha

- second: Zeta Tau
***Motion Passes

SEPARATE SESSION RECESSED at 12:23am

CLOSING SEPARATE SESSION

CALL TO ORDER at 2:34pm by Sarah Cox, President

Roll Call

Chapters Absent –
Chapters Tardy – Iota Gamma

Officer Reports

Counselor, Iliana Rosado

SED Scrapbook

-Zeta Psi

Committee Reports

Sisterhood and Fellowship

Motion to accept Committee on Sisterhood and Fellowship's Report
-Motion: Alpha Omega
-Second: Iota Zeta
****Motion passed

Ways and Means

Motion to accept 2008-2009 Proposed Budget
-Motion: Beta Tau
-Second: Theta Chi
****Motion passed
Motion to accept Committee on Ways and Means' Report
-Motion: Eta Phi
-Second: Epsilon Xi
****Motion passed

Music Support and Development

Motion to accept Committee on Music Support and Development's Report
-Motion: Zeta Beta
-Second: Eta Gamma
****Motion passed

Nominations Committee

Meet the Candidates
Question and Answer
Move for a Five-minute Recess
-Motion: Gamma Epsilon
-Second: Eta Beta
****Motion passed

Session recessed 3:52pm

Session called to order 3:59pm

Roll Call

Chapters Absent-

Chapters Tardy- Eta Omicron

Motion to accept Committee on Nomination's Report

-Eta Omicron

-Epsilon Chi

Motion passed

2008 Slate

~President, LaShika Williams

~Vice President of Membership, Rob Richards

~Vice President for Special Projects, Jessica Mazzeo

~Secretary/Treasurer, Ashley Tabron

Motion to accept 2008 Slate

President

Motion to open the floor for nominations for President

-LaShika Williams

-Rob Richards (Beta Xi)

-Stephanie Sheely (Epsilon Theta)

Motion to close the floor for nominations for President

-Motion: Alpha Omega

-Second: Beta Xi

****Motion Passed

Vote for President

-LaShika Williams

Vice President of Membership

Motion to open the floor for nominations for Vice President of Membership

-Rob Richards withdraws his name from consideration

-Stephanie Sheely (Epsilon Theta)

-Stephen Burt (Epsilon Alpha)

-Ashley Tabron (Theta Upsilon)

Motion to close the floor for nominations for Vice President of Membership

-Motion: Theta Gamma

-Second: Theta Zeta

****Motion Passed

Vote for Vice President of Membership

-Ashley Tabron

Vice President of Special Projects

Motion to open the floor for nominations for Vice President of Special Projects

-Jessica Mazzeo (Slated)

Motion to Accept by Acclamation

-Motion: Theta Lambda
-Second: Eta Phi
****Motion Passed
Vote for Vice President for Special Projects
-Jessica Mazzeo

Secretary/Treasurer

Motion to open the floor for nominations for Secretary/Treasurer
-Stephen Burt (Epsilon Alpha)
Motion to Accept by Acclamation
-Motion: Epsilon Xi
-Second: Zeta Psi
****Motion Passed
Vote for Secretary/Treasurer
-Stephen Burt

Jurisdiction

Move to accept committee on Jurisdiction's Report

-Motion: Zeta Iota
-Second: Beta Tau
****Motion Passed

Constitution Changes

Motion to amend 2.03- Epsilon Chi
Second-Eta Xi
****Motion passed

Motion to amend 2.04-Delta Theta
Second-Alpha Omega
****Motion passed
Motion to amend 2.06- Theta Lambda
Second-Epsilon Alpha
****Motion passed

Motion to amend 2.07- Eta Beta
Second- Zeta PSi
****Motion Passed

Motion to amend 3.09- Beta Tau
Second-Theta Rho
****Motion Passed

Motion to amend 2.08- Iota Eta
Second-Eta Phi
****Motion Passed

Motion to amend 2.09- Theta nu
Second- theta upsilon

****Motion Passed

Motion to add 2.10-Epsilon Chi
Second- Gamma Epsilon

****Motion Passed

Motion to add 2.15- Theta Upsilon

Second- epsilon ALpha

****Motion Passed

Motion to Renumber accordingly- Delta Theta

Second- Epsilon Xi

****Motion Passed

Motion To Amend 2.16- Iota Delta

Second-Eta Xi

****Motion Passed

Motion To amend 3.01- Theta chi

Second-delta theta

****Motion Passed

Motion to Amend 3.02- Zeta Kappa

Second-Zeta Tau

Motion to Amend 3.04- Epsilon alpha

Second-Iota Gamma

Motion to amend 3.07- eta lambda

Second-alpha omega

****Motion Passed

Motion to amend and add to 3.09- Theta Rho

Second- Beta Xi

****Motion Passed

Motion To amend 4.01- Epsilon Theta

Second-Theta Nu

****Motion Passed

Motion to amend 4.04- Zeta Tau

Second- Beta Tau

****Motion Passed

Motion to Amend 6.08- Eta Omicron

Second- Theta Chi

****Motion Passed

Motion to add 6.10- Eta Upsilon

Second-Zeta Iota

****Motion Passed

Motion to add 6.11- Zeta Iota
Second-Epsilon Lambda

****Motion Passed

Motion to add 6.12- Iota Delta
Second- Eta Beta

****Motion Passed

Motion To Add 6.13- Epsilon Xi
Second- Beta Xi

****Motion Passed

Motion to renumber accordingly-Iota Delta
Second- eta Lambda

****Motion Passed

Motion to amend 7.04- Eta upsilon
Second-Epsilon Alpha

****Motion Passed

Motion to amend 7.05- Zeta Iota
Second- Epsilon Chi

****Motion Passed

Motion to Add 7.06-Delta Theta
Second- Iota Gamma

****Motion Passed

Motion to add 7.07- Theta Zeta
Second- Zeta Beta

Motion to add 7.08-Iota Delta
Second- Iota Eta

****Motion Passed

Motion to add 7.09- Theta Chi
Second- Theta Iota

****Motion Passed

Motion to renumber accordingly- Zeta Tau
Second- eta Phi

****Motion passed

Motion to amend Article 7.07- Zeta kappa
Second-Iota Zeta

****Motion Passed

Motion to amend Article 8.01- Epsilon theta
Second-Eta Omicron
****Motion Passed

Motion to amend Article 8.03- Zeta Psi
Second- Theta iota
****Motion Passed

Motion to Amend Article 9.02- gamma epsilon
Second- Alpha Omega
****Motion Passed

Motion to amend Article 9.03- Theta Nu
Second- Iota Delta
****Motion Passed

Motion to amend Article 9.10- Zeta Beta
Second- Epsilon Theta
****Motion Passed

Motion To amend Article 9.12- Zeta Kappa
Second- Eta Phi
****Motion passed

Motion to amend Article 9.15- Zeta Tau
Second-Theta Rho
****Motion Passed

Motion to Amend Article 10.05- Eta Xi
Second-Epsilon Xi
****Motion Passed

Motion to amend Article 10.06- Zeta Beta
Second-Theta Lambda
****Motion Passed

Motion to amend Article 10.09- Delta Theta
Second- Beta Xi
****Motion Passed

Motion to amend Article 11.01- Theta Upsilon
Second-Iota Delta
****Motion Passed

Motion to Amend Article 11.02- Theta Lambda
Second-Theta Zeta
****Motion Passed

Motion to add 12.03- Epsilon Chi
Second- Zeta Tau

****Motion Passed

Motion to add 12.04- Beta Tau

Second- Iota Gamma

****Motion Passed

Motion to add 12.05- Epsilon Lambda

Second-Eta Upsilon

****Motion Passed

Motion to renumber accordingly- Iota Gamma

Second- epsilon Alpha

****Motion Passed

Motion to Strike 12.06- Theta Nu

Second- Zeta Xi

****Motion Passed

Announcements

National Council

Wava and Council are on Facebook

Apply for Scholarships

Scouting for Music

Colonies

UNC will cross 4-19-2008

East Carolina University

Win/Win Membership Drive

Theta Nu wins

Miles College Expelled

New SED Counselors

Renee Cartee

Crystal Tyson Wright

Installation of Officers

Recognition of SED

Motion to adjourn- Alpha Omega

Second- Epsilon Alpha

Separate Session Closed at 5:31pm

CLOSING JOINT SESSION

Call to Order 5:45pm Heather Owens, President (KKY) and Sarah Cox, President (TBS)

Hazing Workshop

Alan Bonner
Malinda Matney
Kimbi Sigle

Roll Call

Chapters Absent-
Chapters Tardy-

Announce new councils

KKY

President
Vice President
Secretary/Treasurer
Member at Large North
Member at Large South

TBS

President- LaShika Williams
Vice President of Membership- Ashley Tabron
Vice President for Special Projects- Jessica Mazzeo
Secretary/Treasurer- Stephen Burt
Counselors- Renee Cartee
-Crystal Right

Joint Action Committee

Move to accept Committee on Joint Action report

-(KKΨ)
-(TBΣ)
Pass KKΨ
Pass TBΣ

8th Note Bid

-None

SED Bid

- (KKΨ), Theta Zeta (TBΣ), North Carolina A&T
- Zeta Chi (KKΨ), Epsilon Alpha (TBΣ), University of South Carolina
Slate

-USC

Move to accept slate

-Delta Iota (KKY)
-Iota Eta (TBS)

Pass (KKY)
Pass (TBS)
Move to reconsider
-Kappa Beta (KKY)
-Eta Omicron (TBS)
Pass KKY
Fail TBS

TBS Moves to 6 min caucus

-Motion: Zeta Psi
-Second: Iota eta
****Motion Passed

Move to open floor Host 8th Note

- Kappa Kappa (KKY)
- Iota Lambda (TBS)
****Motion Passed
-Zeta Upsilon (KKY)
-Pi (KKY)
-Option to vote no and leave to the discretion of the joint district councils
Zeta Upsilon-Pass KKY, Pass TBS

Move to recall the vote on SED Bid

Turned down

Re-Move for SED Convention Host

-KKY chair
-NC A&T
-USC
-KKY tie
President decision
Pass USC
-TBS- USC

Motion to Close Joint Session

-Alpha Omega, TBS
-Kappa Sigma, KKY
****Motion Passed Passed

Joint Session Closed at 6:52pm

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Sisterhood and Fellowship

Committee Chair: Clytie Brown, Zeta Beta

Committee Advisor: LaShika R. Williams, SED VPM, Epsilon Lambda

Charges to the Committee:

1. Review the current guidelines for membership education and discuss purpose of process.
2. Discuss ways members can promote sisterhood within their chapters.
3. Make a list of activities chapters may use to enhance their post membership education and fellowship development, and include:
 - a. Activity Name
 - b. Objective
 - c. Approximate length of time needed to prepare and facilitate activity.
 - d. Procedure for implementation
 - e. Ways to evaluate, improve, and tailor
4. Create a resource to be distributed that lists these activities that can be later formatted and posted on the district website, in particular an annual fellowship on the district level (i.e. retreats, district days) for the next council to consider, in particular an annual fellowship program that integrates sisterhood and music,
5. Discuss and create a new and improved district chant to be implemented and taught to the general district membership.
6. Discuss the role of alumni membership on the chapter and district level.
7. If applicable, create charges for the new Tau Beta Sigma Alumni Association
8. If applicable, create charges for the 2008-2009 District Officers/Council
9. If Applicable, create charges for the 2009 Committee on Sisterhood.

Implementation of Charges:

1. Voted to make the call: T-B(S-IKE), the official SED Call.
2. Taught the new part to the TBS Chant.
3. Reviewed ways to promote sisterhood within Chapters.
4. Created a District Program Day, "Unity Day"
 - a. Wear letters
 - b. Perform service activity together
 - c. Go to a high school and perform a half time show
 - d. Other activities that each chapter comes up with.
5. Post Membership:
 - a. Continue Education test after initiation.
 - b. Membership questions
 - c. Have Wava Workshop (go over history, songs, etc.)

Charges to Tau Beta Sigma Alumni Association:

1. Email Events
2. Attend Events
3. Alumni Picnic
4. Scrapbooks, Newsletters
5. Alumni Banquet

Charges to 2008-2009 District Officers/Council:

1. Communicate with Chapters
2. Log with Chapter Activities to the spread to other chapters
3. Officer visits

Charges to the 2009 Committee on Sisterhood and Fellowship:

1. Review the current guidelines for membership education and discuss the purpose of the process.
2. Discuss ways members can promote sisterhood within their chapters.
3. Make a list of activities chapters may use to enhance their post membership education and fellowship development, and include:
 - f. Activity Name
 - g. Objective
 - h. Approximate length of time needed to prepare and facilitate activity.
 - i. Procedure for implementation
 - j. Ways to evaluate, improve, and tailor
4. Create a resource to be distributed to all chapters that lists these activities that can be later formatted and posted on the district website, in particular an annual fellowship on the district level (i.e. retreats, district days) for the next council to consider and an annual fellowship program that integrates sisterhood and music.
5. Discuss and create a new and improved district chant to be implemented and taught to the general district membership.
6. Discuss the district "Unity Day" and find ways to make it better and to allow more chapters to get involved. Also discuss the events for the "Unity Day" and add to or revise the current events.
7. Discuss the role of alumni membership on the chapter and district level.
8. If applicable, create charges for the Tau Beta Sigma Alumni Association.
9. If applicable, create charges for the 2009-2010 District Officers/Council.
10. If Applicable, create charges for the 2009 Committee on Sisterhood.

Words to the New SED TBS Chant:

In 1946 at Texas Tech, Tau Beta Sigma was founded by the Best
 Her name is Wava Banes and she lended her hand, to help directors everywhere and serve the
 college band....

T-a-u B-e-t-a S-i-g-m-a, Tau Beta Sigma
 Tau Beta Sigma
 T-Ta- Tau Beta, S-Si-Sigma (HUH)

Respectfully Submitted,

Committee Chair: Clytie Brown, Zeta Beta

Advisor: LaShika R. Williams, SED VPM 2008-2009

In Attendance:

Epsilon Lambda

Theta Gamma

Theta Rho

Iota Delta

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Joint Actions

Committee Chair: Brittony Anderson, Epsilon Xi

Committee Advisor: Deena Smith, National VP of Communications and Recognition

Minute Taker: Kelley Reinemann, Beta Tau

Start Time 8:45

Break 9:10-9:30

End Time 10:39

I. Roll

A. Kappa Kappa Psi

1. Alpha Eta
2. Epsilon Lambda
3. Zeta Sigma (proxy: Iota)
4. Lambda Omicron
5. Kappa Beta (proxy: Lambda Mu)
6. Lambda Upsilon (proxy: Kappa Mu)

B. Tau Beta Sigma

1. Theta Zeta (proxy: Iota Zeta)
2. Epsilon Theta
3. Gamma Epsilon (proxy: Epsilon Chi)
4. Beta Tau

II. Committee Charges

- A. Evaluate the Eighth Note from this past year and discuss ways it can be improved.
- B. Review bids for the 2008-2009 Eighth Note.
 1. Slate one nomination for the Eighth Note host for District approval during final joint.
 2. Include all relevant contact information in presentation to delegation.
- C. Review bids for the 2009 Southeast District Convention.
- D. Present selected bid for 2009 Convention with committee report during Final Joint session.
- E. If applicable, create charges for the 2009 Committee on Joint District Action.
- F. If applicable, create charges for the 2008-2009 District Councils.

III. The Eighth Note

- A. What can we do to improve the expansion of publicity of the Eighth Note website?
 1. Facebook-A Facebook group already exists.
 2. Distribution-The Eighth Note is already distributed to each chapter, and one or two issues are distributed each year.
 3. Think of other ways in order to promote the online version of the Eighth Note.

B. No nominations were made for the Eighth Note host.

IV. 2009 Southeast District Convention

- A. We are concerned with the budget and an explanation should go along with it.
- B. A fifteen minute presentation would be needed in order to defend why each university should be considered.
- C. A list of accommodations should be presented.
- D. Registration is from 3-6 p.m. Is there any other option due to the fact that chapters have a difficult time arriving on time?
- E. Have a cheaper back-up location.
- F. Are there any other events occurring on campus during the allotted time for the convention?
- G. Add service to the convention instead of solely participating in workshops.
- H. Make a flat rate for the registration fee. Do not make options such as food, t-shirt, etc. so confusion is minimized.
- I. Make a convenient location for the banquet. Off campus or off hotel site might result in confusion or inconvenience.
- J. South Carolina needs to present a ritual time.
- K. What does "release date" mean for South Carolina?
- L. South Carolina's budget is based upon how many people register.
- M. What social activities does USC have planned for the convention?
- N. What are the accepted payments for registration?
- O. Look into an extended deadline with a late registration fee to accommodate chapters who do not know that they will be able to attend.
- P. How do the schools plan to handle the registration fee for the location of the event or will they absorb the fees?
- Q. Are both locations ready to take action immediately to follow the proposed schedule for preparation?
- R. IS there a back-up plan for locations period?
- S. Are chapters supposed to make money off of hosting SED? Please clarify.

V. University of South Carolina Presentation

- He explained that we could read the letters of recommendation in our own time.
- The two men explained the history of their school.
- The history of the school included how involved the band is during marching and concert season and a slight demonstration of how big the campus is.
- They explained the types of ensembles that USC has.
- They stated that band is not only prominent in the in the music department. The choral department is as well.
- They have master and doctoral schools.
- April 3 and 4 based on convention center date and rates
- they have two back up dates
- host hotel-mariott two blocks from campus
- \$109 a night
- have other options for hotel that are cheaper
- they chose the host hotel bc it is located on campus
- convention site-student union and school of music; distance is about four blocks total
- they have a plan for locations of each event

- they have places for vendors, etc bc of size
- convention center for banquet; the room is free if \$9000 worth of food is sold
- catering is provided by convention center
- student information is included about both school of music and Russell house
- they have a set up for the whole convention
- they have classrooms with tables instead of desks
- they are in a big city, there is a parking garage being constructed to help with convention parking; it's all public parking
- they have included a tentative schedule based upon this convention
- they have included information about the hotel; it has just been renovated
- they have campus maps included
- the money for the convention center is included in the budget
- they have a projected registration fee depending on the amount of ppl
- food prices have to be paid but a reimbursement process will be administered
- how would the reimbursement process occur? they would adjust the minimum registration fee ...but you wouldn't know until the registration process is complete...the chapters would pay the max
- 600-700 ppl are expected to attend
- \$12 for t-shirts
- the convention center is available for one set of backup dates
- rituals would probably be included for both days
- they can provide support letters from the university for having the convention
- they said social events will be included but it is up for district councils to put those details in
- relay for life is looking like it will be the same weekend as convention and this could be a service event for the convention to perform
- they want to have their own intercollegiate band
- they did not want to get too specific bc they didn't want ideas to be turned out
- they want to have a full Friday and a full Saturday of events
- they are interested in doing a late registration fee
- they have a nice meal plan included in the pricing including vegetarian meals, pork, chicken, etc

VI. A&T

- they had technical difficulties with their presentation
- they have included chapter history in their presentation
- Koury Convention Center, Four Seasons Sheraton largest convention site bw DC and Atlanta
- wireless internet and ironing boards in hotel
- events include icebreakers, night games, light refreshments, jazz band concert among regular convention activities
- ritual after the concert
- outside activities are around campus
- Sheraton has ballrooms we can use
- the video finally worked
- registration discount
- free parking

- all meetings and events on site
- more than six restaurants on site
- business center
- for the first five chapters for each organization **THAT BOOK THEIR ROOMS WITH THE FOUR SEASONS SHERATON HOTEL WILL HAVE THEIR REGISTRATION FEES DISCOUNTED**
- the price range for other hotel is about the same because others weren't really open for the dates available
- the convention center and hotel is connected
- people have entertainment in the proximity
- the \$5000 is "just in case" money for damages etc. it is not coming from the registration fee
- we wouldn't be sharing the convention center with another group; at least that we know of currently
- there is an alternate date
- they have a semi back up plan if another event is scheduled
- what could they add in the schedule if the convention is extended? carnival for fun and games
- they plan to send out information early so people can plan ahead
- they have a registration site blocked off for the majority of the convention
- they can do late registration fees
- they plan to create an online spreadsheet to show who has done what for convenience...as a backup plan in case chapters do not receive confirmation packets
- the fees for banquet and registration are bundled

VII. Convention Slating

- A. A&T would be less hassle because their convention center is close.
- B. One group came up with a service event, and the other specified a social event instead.
- C. Nine were in favor of USC. One was in favor of A&T.
- D. USC is slated due to several reasons:
 1. Lower costs
 2. Service organization

VIII. Charges to the 2009 Committee:

- A. Evaluate the Eighth Note from this past year and discuss ways it can be improved.
- B. Review bids for the 2009-2010 Eighth Note.
 1. Slate one nomination for the Eighth Note host for District approval during final joint.
 2. Include all relevant contact information in presentation to delegation.
- C. Review bids for the 2010 Southeast District Convention.
- D. Present selected bid for 2010 Convention with committee report during Final Joint session.
- E. If applicable, create charges for the 2010 Committee on Joint District Action.
- F. If applicable, create charges for the 2009-2010 District Councils.

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Jurisdictions

Committee Chair: Kol Greathouse, Zeta Psi
Committee Advisor: Katie Henry, Gamma Epsilon

Charges to Jurisdiction Committee

1. Review the Committee on Jurisdiction's 2008 report
2. Review preliminary Jurisdiction Notes from 2008 District Leadership Conference
3. Review current District Constitution and Bylaws
4. Review, revise, and approve proposals for Southeast District Constitution and Bylaws
5. Review any other charges submitted by other committees
6. If applicable, create charges for the 2008-2009 District Officers/Council
7. If applicable, create charges for the 2009 Committee on Jurisdiction

Implementation of Charges

1. Reviewed the Committee on Jurisdiction's 2008 report
2. Reviewed preliminary Jurisdiction Notes from 2008 District Leadership Conference
3. Reviewed current District Constitution and Bylaws
4. Reviewed, revised, and approved proposals for Southeast District Constitution and Bylaws
5. Reviewed and implemented charge from Music Support and Development Committee
6. Created charges for the 2008-2009 District Officers/Council
7. Created charges for the 2009 Committee on Jurisdiction

Changes to the SED Constitution

Article 2.03

To be considered for a District Office, candidates must submit at the ~~time of interview~~ **end of the first separate session** to the Nominations committee at District Convention the following:

Article 2.04

Each District Officer shall be at least a sophomore student and an active member of the sorority in good standing, at the time of election. Officers elected during their final year of college may serve out their current term of office, provided that they are a Life Member **by September 1st of their term of office**. Each District Officer shall have more than ordinary business or professional ability and shall be capable of representing the Sorority and the District when called upon to do so. Each District Officers shall have the best interest of the Sorority at heart and be willing and able to devote the necessary time to execution of the duties imposed by the office and shall be

actively participating in or serving the bands during their term of office. All District Officers shall serve without compensation.

Article 2.06

The District President shall preside at all meetings of the District. She or he shall appoint all members of District Committees, including chairs and advisors of those committees, and shall be an ex-officio member of all committees. The District President shall also be responsible for appointing a song leader(s) and Parliamentarian for District Convention. She or he shall render all possible assistance to the District Counselor. The District President may be designated as the official representative of the District when required. **The District President shall send out evaluation forms for all District Officers to each chapter in the District by October 31st and shall solicit for the return of all forms by January 1st.** The District President shall work together with the host chapter(s) on the upcoming Annual Convention as needed. The District President shall, throughout the term of office, delegate specific duties concerning convention to each chapter. The District President shall send out a District Convention packet consisting of a delegate form, proxy form **and** District committee chair information, ~~and evaluation forms for all officers~~ to each chapter by January 31st. ~~She or he shall also send out a district newsletter to each chapter twice each semester; the content shall be at the discretion of the council.~~ The District President is also responsible for sending out reminders to each chapter regarding all Activity Reports and district obligations one month prior to the deadlines set.

Article 2.07

The District Vice President of Membership shall, in the absence of the District President, preside at the meetings of the District. ~~The District Vice President of Membership shall be designated as the Expansions Officer of the District and shall advise the committee on Expansion.~~ The District Vice President of Membership shall submit a membership evaluation questionnaire to be filled out at convention. ~~As the expansion officer of the District, She or he shall maintain frequent contact with any colonies, their advisors, and each advising chapter during the colonization process and after the colonies are established as chapters. The District Vice President of Membership shall submit a membership evaluation questionnaire to be filled out at convention.~~ **The District Vice President of Membership shall be in charge of membership within the District as set forth by the guidelines of the District Membership Committee, and shall advise chapters on recruitment of members, retention of members, and post-membership education.**

AMEND 3.09 ADD: The Committee on Music Support and Development shall examine, recommend, and submit to the delegation assembled at District Convention ways in which chapters can act as support and resources for music programs in the Southeast District. ***The Committee shall include recommendations regarding Music Appreciation Month for the Vice President of Special Projects in its report.*** This committee shall be joint with Kappa Kappa Psi when necessary. This committee will be closed at all times.

Article 2.08

The District Vice President for Special Projects shall, in the absence of the District President and the District Vice President of ~~Colonization and~~ Membership, preside at the meetings of the District. The Vice President for Special Projects shall be responsible for designing and implementing special projects as determined by the District Council. **She or he shall coordinate and implement a Music Appreciation Month in cooperation with the Committee on Music Support and Development.** She or he shall also be the advisor to the host chapters of the *Eighth Note*, the District Scrapbook, and the webmaster. She or he shall be responsible for sending out District Scrapbook host applications to all chapters at least six weeks prior to convention. She or he shall design and implement an informal workshop at the District Leadership Conference to encourage chapter bonding ~~and will be responsible for overseeing the sister chapter program.~~ In addition, she or he shall serve as liaison to the National Council in support of Special Projects, and shall assist the Vice President of Membership with membership expansion as needed.

Article 2.09

The District Secretary/Treasurer shall publish and distribute the minutes of District Convention, **and** the amended District Constitution, ~~and the amended District Rules and Procedures within six weeks of the conclusion of convention to each chapter, the District Council, the District Counselor, the SEDAA President, the National President and the SED website.~~ She or he shall also publish and distribute the ~~minutes~~ of District Officer Meeting minutes **to the District Executive Council and the National President** within one week after the meeting and the minutes of all other district meetings within two weeks after the meeting.

The District Secretary/Treasurer shall be responsible for keeping a database of current chapter contact information that should be updated. The District Secretary/Treasurer shall send out a district newsletter to each chapter twice a semester; the content shall be at the discretion of the council. The District Secretary/Treasurer shall be responsible for mailing Chapter Progress Report Forms to each chapter at least six weeks prior to convention. She or he shall work closely with the District President to aid in any way needed. The District Secretary/Treasurer shall control the receipt and distribution of all District monies upon approval of the District Counselor. The District Secretary/Treasurer shall be responsible for mailing the Rainy Day Fund Packets to each chapter by September 1st. She or he shall advise the Committee on Ways and Means.

ADD the following and renumber accordingly:

2.10 Each District Officer shall have one vote at all meetings of the District Council, except the District President, who shall vote only in case of a tie or if the vote is by ballot.

(Section 2.15 below will become Section 2.16 if prior amendment is added)

2.15 If a District Officer's chapter is placed on suspension, the officer's status will be reviewed by the District Counselor. Any action will be recommended by the District Counselor and reviewed by the National Council. The District Council and District Counselor must be notified within ten (10) days of any action.

Article 2.15

Dismissal shall be brought about if an Officer is not fulfilling the constitutional obligations of the office or is not in good standing with the sorority. A unanimous decision of the District Executive Council, excluding the officer in question, shall be necessary in order to dismiss that officer. **Upon removal from office, the National Headquarters and the National President shall receive notification of the removal within ten (10) days.** Standing is to be decided by the officer's home chapter in accordance with the District and National Constitutions. If a District Officer is found not to be in good standing, the home chapter must notify the District President and District Counselor immediately.

Article 2.16

If a District Officer misses a scheduled District Council meeting **without providing 24 hours notice prior to the meeting to both the District President and the District Counselor** ~~informing anyone on the District Council prior to the meeting~~, then that Officer will be considered on probation with the District Counselor. **In the event of an emergency situation, an acceptable excuse as deemed necessary by the District President and the District Counselor must be submitted no more than 24 hours after the meeting to both the District President and the District Counselor.** District Officers on probation will be required to report as deemed necessary by and to the District Counselor. Should a District Officer miss another meeting without informing **the District President and the District Counselor 24 hours** ~~anyone on the District Council~~ prior to that meeting, then the District Executive Council will have an immediate discussion and vote to dismiss the District Officer in question.

Article 3.01

The **Committees of the District** shall be Jurisdiction, ~~Expansion~~ **Membership**, Programs, Ways and Means, Credentials and Resolutions, Nominations, Convention Site, Music Support and Development, and Sisterhood and Spirit. **These committees are at the discretion of the District President and may be condensed if the situation warrants it.** In addition, other committees may be appointed as considered necessary by the District Council. The committee assignments shall be made by the District President. **Members of all committees shall serve until relieved of their appointment by the District President. The District Counselor and District President shall be members ex officio of all District Committees, with the exception of the Nominations committee.**

All committees must submit charges addressed to another committee by the end of the second Separate Session except in emergency situations. Included with these charges must be motivation for said charges.

Article 3.03

The Committee on ~~Expansion~~ **Membership** shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to the **recruitment of members, retention of members, post-membership educations, and colonies expansion** of the District as found necessary by said committee.

Article 3.04

The Committee on Programs shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to the Programs of the District as found necessary by said committee. **This includes, but is not limited to, the District Scrapbook, Awards, Website (when not a separate committee), District Leadership Conference, District Newsletter, and the District Publication.** This committee shall be responsible for the reviewing of the applications and naming the host chapter of the District Scrapbook for the upcoming year. This chapter shall be responsible for updating the District Scrapbook and ensuring its arrival to all District functions and will work directly with the District Vice President for Special Projects. In the event that no applications are received or the host chapter is found to be delinquent in its duties, the scrapbook becomes the sole responsibility of the District Vice President for Special Projects. In addition, this committee, when discussing the *Eighth Note*, shall be joint and closed with Kappa Kappa Psi.

Article 3.06

The Committee on Credentials and Resolutions shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to resolutions for consideration of the sorority. The committee shall also examine, recommend, and submit to the **District President** ~~National Chapter~~ all credentials of the District Officers, official delegates, and proxies to the convention. ~~The committee shall submit a summary of convention activities to be sent to other Districts, National Officers, and other chapters not present at the convention.~~ The committee shall be joint with Kappa Kappa Psi when necessary.

Article 3.07

The **Committee on Nominations** at each convention shall carefully investigate the eligibility of members for election to the offices of District President, District Vice President of Membership, District Vice President for Special Projects, and District Secretary/Treasurer. The committee shall nominate one member for each office and present the names to the delegation assembled at the convention by official delegates. **Additional nominations may be made from the floor of the Convention by Official Delegates. The Nominations Committee shall determine the eligibility of any other candidates who are nominated from the floor.** ~~Those persons who accept the nomination from the floor must then proceed through the nominations process as stipulated by the committee on Nominations.~~ This committee will be closed at all times.

Article 4.01

Each **active** chapter of the Sorority shall be represented at District Convention by an official delegate, alternate delegate, or proxy. A Life Member may represent her or his own chapter at District Convention if no delegate from that chapter is present. **Each Official Delegate or proxy must have a current membership card.**

Article 4.04

Proxies shall be distributed in a manner such that no one chapter shall have an excess of more than one vote over the chapter with the **second** highest number of proxies.

Article 6.08

Host chapter(s) of the previous convention and District Leadership **Conference** shall include a report in the fall issue of the *Eighth Note* and encourage all active members to attend **future conventions and conferences.**

ADD the following:

6.10 The name of the District Newsletter shall be Shells

6.11 Shells will be published at least twice per semester with publication dates at the discretion of the District Council.

6.12 The District Secretary/Treasurer shall be responsible for the distribution of Shells. One copy of Shells shall be sent to each chapter in either electronic or paper format, and to the District Website.

6.13 Each issue of Shells shall include at least one article by each District Officer, a calendar of upcoming events, reminders and announcements for the District, and any other content at the discretion of the District Council.

Article 7.04

In the absence of a decision on a location by the end of District Convention, a ~~site will be determined by the joint District Councils, and approved by the District Governor(s) and Counselor(s).~~ **the District Counselor and Governors will determine the location for the next Convention.**

Article 7.05

The exact date of convention is to be determined by the host chapter subject to approval of the ~~majority of District Chapters~~ **Counselor and Governors.**

ADD the following and renumber accordingly:

7.06 All chapters bidding to host a district convention must adhere to the National Guidelines for Bidding and Hosting a District Convention. Each bid submitted must

contain at least two (2) available dates. The National Officers in attendance at the convention must approve any exceptions.

7.07 Special Conventions of the District may be called upon a favorable vote of seventy-five (75) percent of the chapters of the District in good standing or upon recommendation of all the District Officers.

7.08 A ninety (90) day written notice prior to the date of all District Conventions shall be given to all National Officers, District Counselors, District Officers, and Chapters in the District by the National Executive Director and the District Secretary/Treasurer

7.09 Official Delegates or Proxies from a majority of the chapters of the District in good standing together with at least two (2) of the District Officers shall constitute a quorum at all District Conventions.

Article 7.07

No official business of the District Convention shall be conducted on the evening prior to the first complete day of official business, **except in cases of conventions shorter than two complete days of business.**

Article 8.01

At each District Convention there will be a Reading Band, open to all college band members or directors, but without reference to a membership in the Sorority, **unless extenuating circumstances prevent it.**

Article 8.03

At each District Convention there will be an Auxiliary Clinic open to all college band members without reference to a membership in the Sorority, **unless extenuating circumstances prevent it.**

Article 9.02

All awards presented by the District Convention shall be coordinated by the host chapter(s) **and the District President.**

Article 9.03

The District President **and District Secretary/Treasurer** of Tau Beta Sigma shall oversee the organization and receipt of awards given at the convention banquet.

Article 9.10

All Outstanding Chapter Achievement Award(s) shall be presented in the form of a trophy to outstanding chapter(s) in the district as decided by **the District President, the District Secretary/Treasurer, National Officer(s) in attendance, and the District Counselor on the basis of the Chapter Progress Report and the chapter's individual merits.** Each Chapter shall

be judged against their own accomplishments. Additional criteria considered will include whether or not chapters contributed to the District Scrapbook. Chapters must be Merit Certificate recipients during the current year to be eligible for Outstanding Chapter Achievement Award. There is no limit on the number of chapters receiving the Outstanding Chapter Achievement Award.

Article 9.12

A Recognition Award shall be presented, in the form of a plaque, to the chapter(s) who have at least 50% of their current eligible members obtain Life Membership during the fiscal year. This percentage is comprised of members who leave the chapter in good standing in addition to any alumni wishing to obtain life status. Chapters will apply for this award through the District Secretary/**Treasurer** at least one month prior to District Convention.

Article 9.15

In order **for a chapter** to be considered for either the Shells Umbrella Award or Full Participation Certificate, Rainy Day Fund donations must be received by the District Secretary/Treasurer ~~by February 15th~~ **at least one month prior to the District Convention.**

Article 10.05

The outgoing District Secretary/ Treasurer shall take ~~written typed and tape-recorded~~ minutes and make ~~two (2)~~ **three (3)** copies of the ~~tape-recorded~~ minutes. Typed minutes will be given to the incoming District Secretary/ **Treasurer, District President** and the District Counselor.

Article 10.06

The incoming District Secretary/ Treasurer will compile and send out copies of the minutes of the past District Convention and any other minutes of the District to the chapters in the District, the **District** Executive Council, ~~and~~ the National Officers, **and the District Website** within six (6) weeks of that meeting.

Article 10.09

The District ~~Secretary~~ **Vice President for Special Projects** will send the District Scrapbook host chapter application to all chapters in the district at least six weeks prior to convention.

Article 11.01

Amend to not be bolded

Article 11.02

The Rainy Day Fund shall be an emergency fund of contributions/donations from district chapters to assist those chapters who are in need of financial aid. Remaining funds at the end of the fiscal year in excess of \$200.00 shall remain in the Rainy Day Fund for the following year. The Rainy Day Fund will also be used to pay the first year chapter fee of newly chartered chapters. Donations will only be solicited by the District **Secretary**/Treasurer in the event that the balance falls below \$400.00.

ADD the following and renumber accordingly:

12.03 Sessions of the joint chapter 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 presiding officers.

12.04 The agenda for each joint session shall be considered by the presiding officers prior to each session.

12.05 A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate from the other organization.

Article 12.05

A joint resolution or a motion shall be passed upon a simple majority vote of Kappa Kappa Psi voting delegates and a simple majority vote of Tau Beta Sigma voting delegates in joint session. ~~except as provided in Section 12.06.~~

STRIKE section 12.06

Charges to the 2009 Committee on Jurisdiction

1. Review the Committee on Jurisdictions 2008 report
2. Review Current District Constitution and Bylaws
3. Review, Revise, and Approve proposals for Southeast District Constitution and Bylaws.
4. Review and if necessary alter or amend provision regarding music appreciation month (Sections 2.08 and 3.09)
5. Consider establishing a joint jurisdiction committee meeting with Kappa Kappa Psi into the constitution (similar to other committee provisions)
6. Review any other charges submitted by other committees.
7. If applicable, create charges for the 2009-2010 District Officers/Council.
8. If applicable, create charges for the 2010 Committee on Jurisdiction

Other Charges

1. To District President: Create a joint jurisdiction committee meeting during SED convention in order to synchronize constitutions.
2. To 2009 Music Support and Development: define guidelines for music appreciation month

Respectfully Submitted,

Kol Greathouse, Committee Chair
Katie Henry, Advisor

Committee Attendees

Jonathan Branton-Alpha Omega*
Stacey Rand-Beta Xi*
Heidi Gainey-Epsilon Alpha (Eta Beta Proxy)*
Zubida Bakheit-Eta Omicron*
Michelle Lee-Zeta Psi (Theta Iota Proxy)*
Ginaya Littlejohn-Theta Zeta
Keonda Sessoms-Theta Zeta
Ben Chociej-Eta Phi
Bernice Higgins-Theta Nu
Marianna Johnson-Theta Nu
Alex Clark Campbell-Eta Xi
Jennifer Smith-Theta Upsilon
Kayla Davidson-Zeta Psi
Vakeshia Taylor-Theta Rho
Regina Newsome-Epsilon Xi
Michele Ross-Epsilon Alpha (Eta Beta Proxy)
Max Housmen-Eta Phi
John Pittari-Beta Xi
Eric Gunther-Beta Xi
Veneshia Osborne-Theta Rho
Melinda Sturgis-Theta Rho
Dominique Deveaux-Theta Rho
Madison Roach-Zeta Psi
Sara Reynolds-Beta Xi
LaChelle Brown-Epsilon Xi

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Music Support and Development

COMMITTEE CHAIR: TANESHA MARSHALL, THETA ZETA
COMMITTEE ADVISORS: CONTELLA CRAWFORD (SED VPSP)
RENEE CARTE (PAST SED PRES/LIFE MEMBER)

**Meeting called to order at 7:31 PM*

Charges to the 2008 Committee

1. Review the Committee of Music Support and Development 2007 report.
2. Evaluate and reassess plan to make every October the SED “Month of Music Service”, reviewing the current annual district service project, Music Service Week
3. Discuss possible integration of the program, Young Composers Competition, as submitted to the 2006 committee
4. Develop timeline for the SED “Month of Music Service”, including district publicity, chapter planning, and member/chapter recognition of programs
5. If applicable, create charges for the 2008-2009 District Officers/Council
6. If applicable, create charges for the 2009 Committee on Music Support

Discussion of Charges

- “*SED Month of Musical Service*”

- ◆ Agreed to change from “Musical Service Week” to “Musical Appreciation Month: Bringing Music to Life”
 - Each year, change the topic, for 2008 the theme is “Bringing Music to Life” and next year it will be changed
- ◆ Ideas discussed for during week
 - Chocolate “Symphony” bars to music faculty

**Adjourn at 8:04 PM*

Possible conflicts for “Musical Appreciation Month”

- If it is a month, what if we run into too many extracurricular commitments?
- Is November a possibility? Marching bands are more active in November than October, maybe November is a better idea
- Is November too close to finals?

Majority agrees that October is fine

Charge #4 Develop timeline for the SED “Month of Music Service”, including district publicity, chapter planning, and member/chapter recognition of programs

Possible approaches and conflicts:

- Is a week breakdown a bad idea? Some bands may not have spots all weeks and would miss out on the planned week.
 - Maybe we can take the week-breakdown and expand it to cover the whole month with one theme as opposed to four weeks with different themes
 - Idea: Leave weekly themes or focuses up to the chapters, so that they can provide service where it needs to be provided
 - List out ideas for focuses to be covered (ie department, marching band, etc) to make sure all the bases are covered. A suggestive list of sorts. Goals for the chapters.
-
- A general outline,
 - A weekly plan,
 - Or choose separate days
-
- Committee members agree that delegating the weeks would not help the purpose of the “Musical Appreciation Month”

Strawpole vote was taken

- General consensus is to leave the scheduling and focus planning completely up to the chapter

Possible concerns:

- This allows the chapter to do what they are able service-wise, rather than feeling the need to conform to an imposed schedule
 - The chapter can choose the focus as appropriate for their community, but maybe a general outline or list of suggestions would be good to provide a starting base for chapters who aren't sure what to do
 - Can we talk about how we can help instead of where we can help? (example: Teaching the community about how we play music, or holding a workshop somewhere on campus for the general students) Help the community as opposed to just working within the school's music department?
 - Helping the community may be better than staying within the department, which we should always be doing anyway. Let's go out into the community and do something new.
 - Charge next year's committee to figure out more specific theme ideas and service suggestions (example: girl scouts), since we're moving this to the focus month for the first time. Bring ideas, so that we can improve upon what we're doing this year.
-
- Chapters can individually create their own outlines for the month of music
 - More community involvement is encouraged

Charge #3 – Discuss possible integration of the program, Young Composers Competition, as submitted to the 2006 committee

Past proposals were reviewed

Ideas:

- Integration a good idea, because then we would be able to open part of the convention up to the public
 - Is it an issue that it specifies a “choral piece”? Wouldn’t a band or ensemble piece be more fitting for our “band sorority?”
 - Changing the piece type would allow for better integration – allow for more participation
 - Finalization of a timeline for sending out flyers would be good so any participators know how long they have to send in their entries; Have this be the same timeline every year so that no one misses the deadline – A set date every year would be lovely.
 - Is the \$50 entry fee reasonable? It seems like it’s a lot to pay for students who are submitting works when we as an organization have the funds (Rainy Day Fund) to cover all or part of the winner’s hotel and food costs. What else would the money go towards?
 - This may not be a proper use of the Rainy Day Fund, to pay for someone’s hotel and food; the fund is for helping other chapters in need; Perhaps we can set up another fund?
 - Should there be categories for high school and college composers? It’s unfair for a college-aged or college graduate to compete against an ambitious albeit inexperienced high school student
 - Can we open this up to all high school students? Widen the reach of the program?
- General consensus is that having two separate categories (high school students and undergrads) would be preferable, and split the prize \$\$ down the middle (\$500/\$500)
- Could we give each category an equal amount of prize money, but have that dependant on the budget for each year?
 - Then the promise of a prize may be minimized if someone expects something else?
 - We can make sure that flyers include information on the new prize amount each year so no one is surprised
 - If this program is important to us, we should pick a set prize amount, so that competitors don’t win \$500 one year and \$100 the next because we didn’t feel like budgeting as much money towards the competition.
 - Perhaps we can set a base amount for prize money in each category and allow for larger prize amounts if the budget allows?

Suggested that we propose, say, a \$300 prize per category for the first year, to be implemented in 2009; General consensus says \$300 is a good base amount, at least for the first year

- If we separate the competition into two or more categories, would the application fees be able to cover the travel expenses of *both* winners, even if we lower it?
- Splitting is a good idea, can we get the chapters involved and set up another fund? If everyone gives just a little, we’d have a reasonable fund for this and would be able to lower the application fee to make the competition more accessible
- Each chapter could be responsible for doing one fundraiser to help with this fund
- It may not be fair to require a fundraiser from each chapter, especially those who are struggling for \$\$

- Could we set aside a set amount of money (say, \$1000) from the SED budget to cover the competition prize and travel expenses?
 - Not requiring chapters to do a fundraiser for the competition is good, but maybe we can require a percentage from a fundraiser or total earnings for this?
- \$300 prize for each of two categories, one for high school students and one for undergrads, and keep the \$50 application fee
- Can we delegate where extra money from application funds goes?
 - Into the prize money
 - Into its own fund
 - Save it for the next year's competition
 - Can we charge an admission fee (\$5) to allow public entrance into the performance, to add to the competition fund
 - This way, we can possibly allow for a lowered application fee in the future
 - *Again, \$300 prize for each of two categories, one for high school students and one for undergrads, and keep the \$50 application fee, and with \$400 allowed for travel expenses for both winners*

**Meeting adjourned at 9:01am (until the time of the next session)*

**Meeting called to order at 9:41 am*

-Integration of Young Composers Competition

- Discussion about the pros and cons of incorporating high school students into the competition and when to do so
- Discussion of a full year of advertisement before the implementation of the program
- OPTIONS*
 1. Hold the full competition this year, undergrads and high school will be allowed to participate
 2. Phase in high school students, start with undergrad and phase in high school
 3. Hold the competition off for a full year, have a years worth of advertisement
- Vote on whether to start high school and undergrads to begin together or separate (33 for high school and undergrad beginning together; 17 for phasing of high school and beginning with undergraduate) -- option 1 passes
- Vote on whether to have the performance to occur in 2009 or 2010 (43 for 2009, 10 for 2010) – the performance will be in 2009
- Vote on removing the choral part of the Young Composers Competition (45 for yes, 0 for no) – Choral part removed

Return to Charge #4 about Music Service Month

- Ideas for chapters:
 - Week 1: Department of Music
 - Faculty Music Recital

- Continental Breakfast
- Director Appreciation Day
- Week 2: Marching Band
 - Goody Bags
 - Hygiene kits
 - Women Appreciation Night
 - Stain clean uniforms
- Week 3: Campus
- Week 4: Community
 - Free Concert for the Community
 - Scouting for Music
 - Lessons

Charges

1. Charge chapters to begin advertisement for the Young Composers Competition
2. Charge to VPSP to form a committee concerning the Young Composers Competition by May 12, find money to fund event.
3. Charge to VPSP to form a committee concerning "Music Appreciation Month"
4. Charge to next years "Music Support" committee to create a theme for "Music Appreciation Month"

Charge to committee concerning "Music Appreciation Month" to send notices to chapters by August 20th to remind them about "Music Appreciation Month"

**Adjourn at 10:28 AM*

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Nominations

Committee Chair: Bethany Campbell, Theta Lambda
Committee Advisor: Iliana Rosado Whittaker, District Counselor

During the first meeting the nominations committee discussed committee changes, officer guidelines, and the eligibility of each candidate. We formulated the following questions for all the candidate interviews.

Do you know the responsibilities of your office?

What other obligations would you have along with being a district officer?

How would you manage your office with your other obligations?

How do you plan to continue communication?

What makes you the best candidate for this position?

During the second meeting the nominations committee completed six interviews as possible candidates for district offices.

During the third meeting the nominations committee discussed the possible candidates for office and determined the slate.

The committee did not have the opportunity to complete exit interviews due to time limitations.

Respectfully Submitted,

Bethany Campbell
Nominations Chair
Theta Lambda Chapter

Katie Peterson, Eta Phi
Tammi Green, Zeta Kappa
Mari-Aliscia Battle, Theta Chi
Tre'Nel Boatwright, Iota Gamma
Iliana Rosado Whittaker, District Counselor, Alpha Omega

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

Committee on Ways and Means

Committee Chair: Christopher Kumetz, Gamma Epsilon

Advisor: Rob Richards, SED Secretary/Treasurer

Alan Harriet, Board of Trustees

Minute Taker: Keyanda Thompson, Theta Zeta

Meeting 1 called to order at 7:30 pm

Meeting 1 called to close at 8:00 pm

Meeting 2 called to order at 8:10 am

Meeting 2 called to close at 9:00 am

Meeting 3 called to order at 9:36 am

Meeting 3 called to close at 10:31 am

Charges to the committee:

1. Review the Ways and Means Report from the 2007 SED Convention.
2. Review the 2007-2008 budget and allocations.
3. Recognize chapters in the SED for contributions to the Rainy Day Fund.
4. Evaluate the District T-shirt fundraiser; determine future implementation including next order deadlines.
5. Evaluate submissions to the District T-shirt Design Contest and choose a winner.
6. Discuss the elimination of the Alumni Association contributions to the District funds and adjust the budget accordingly.
7. Discuss SHELLS effectiveness and make recommendations for improvement.
8. Discuss the SED Secretary/Treasurer position and whether or not it needs to be altered to better meet the needs of the SED.
9. Submit all constitutional changes to the Jurisdiction committee by the end of the second committee meeting.
10. Evaluate National Convention fundraisers.
11. Discuss the future allocations for the Project Archives Phase 2 and other National Programs.
12. Discuss the implementation of and recommend future fundraisers.
13. Formulate charges for the 2008-2009 District Officers.
14. Formulate charges for the 2009 Ways and Means Committee.
15. Formulate 2008-2009 budget to present to the Delegation.

Implementation of Charges:

1. Reviewed the Ways and Means Report from the 2007 SED Convention.

2. Reviewed the 2007-2008 budget and allocations.
3. The 2008 Ways and Means Committee would like to recognize the following chapters for their donations to the Rainy Day Fund:
 - a. Alpha Omega - \$75 donated
 - b. Zeta Psi - \$200 donated
 - c. Epsilon Theta - \$60 donated
 - d. Sarah Cox - \$25 donated
4. Evaluated the District T-shirt fundraiser and determined the following:
 - a. The T-shirt fundraiser is effective and valuable and should be continued into the future.
 - b. Shirts should be constructed by September 1st, 2008.
 - c. The September 1st mail out should contain an order form for the new District Shirts.
 - d. The District T-shirt competition should be performed again for next convention.
 - e. T-shirts should be sold at any TBΣ Conventions
5. Evaluated submission for the District T-shirt contest and chose winner:
 - a. The winner for the SED T-shirt contest is Shauna Biles from Epsilon Lambda, North Carolina Central.
 - b. The SED T-shirt will be a blue shirt with white lettering
 - c. The front will have an altered version of design 5
 - i. The alterations consist of replacing the center SED with TBΣ and adding the abbreviations of the Southeast district states wrapping around the bottom.
 - d. The back will have design 3 on the back.
 - i. The SED letters will be hollow (allowing the blue to show through) and will have a thicker outline.
6. Discussed the eliminations of the Alumni Association contributions to the District funds.
 - a. There will be no added allocations towards the Alumni Association.
7. Discussed the SHELLS effectiveness and made the following recommendations:
 - a. Increase notice of SHELLS within the chapter
 - b. Encouraging sisters to become members of the SED list-serve will allow for SHELLS to be more effective.
8. Discussed the SED Secretary/Treasurer position and made the following charges:
 - a. Remove the Bible funds from the proposed budget
9. No charges were made to the Jurisdiction committee
10. Evaluated National Convention Fundraisers
 - a. T-shirts evaluated
 - b. Tattoos evaluated
 - c. Both were successful and made profit. Recommended to be continued into the future.
11. Discussed future allocations for Project Archive Phase 2:
 - a. No allocations will be made for Project Archive Phase 2; however, money not spent from Project Archive Phase 1 should be used.

12. Discussed the future implementations of fundraisers and came up with the following ideas:
 - a. T-shirts
 - b. 50/50 raffle
 - i. Tickets are sold and half the proceeds go to the winner, while the other half goes to the district.
 - c. TBΣ SED Calendar
 - d. Chick-fil-A Day
 - i. Get Chick-fil-A to sponsor TBΣ in order that when a sister buys from Chick-fil-A, part of the profit is sent to the SED.
 - e. TBΣ bracelets
 - f. SED Posters
 - g. TBΣ license plate cover
 - h. Penny war
 - i. TBΣ Window and Bumper Stickers
 - j. Ideas a,b,c, and d are highly recommended to be completed.
13. Charges for the 2008-2009 District Officers:
 - a. Charge to the Secretary/Treasurer for the T-shirts as stated above.
 - b. Charge to the Secretary/Treasurer to complete the four ideas stated above.
 - c. Charge to the district council to advertise to sisters to e-mail pictures from SED in order to create the TBΣ SED Calendar
 - d. Charge to create a Historian position in order to make picture taking easier.
14. Charges for the 2009 Ways and Means Committee
 - a. Review Ways and Means Report from the 2008 SED Convention
 - b. Review the 2008-2009 Budget and allocations
 - c. Recognize chapters in the SED for contributions to the Rainy Day Fund
 - d. Evaluate the District T-shirt fundraiser
 - e. Charge to continue T-shirt contest
 - f. Evaluate T-shirt contest and submissions
 - g. Discuss the SED Secretary/Treasurer position and whether or not it needs to be altered
 - h. Discuss the implementation of and recommend future fundraisers
 - i. Charge to sell old merchandise at half or reduced price
 - j. Charge to create a special fundraiser to help create funds for the Young Composer's Competition
 - k. Formulate charges for the 2009-2010 District Officers
 - l. Formulate charges for the 2010 Ways and Means Committee
 - m. Formulate 2009-2010 budget to present to the Delegation
15. 2008-2009 Budget
 - a. Increased jump drive budget to \$150
 - b. Increased SED fundraiser line 443 from \$200 TO \$400.

Respectfully Submitted,

Christopher Kumetz, Chair
Rob Richards, Advisor
Alan Harriet, Advisor

Chapters in Attendance:

Christopher Kumetz, Gamma Epsilon
Keyanda Thompson, Theta Zeta
Nicole Williams, Theta Zeta
Allyson Smith, Epsilon Alpha
Amanda Colangelo, Epsilon Alpha
Ann-Clare McGuire, Beta Xi
Zach Bosmo, Beta Xi
Natalie Burns, Epsilon Xi
Brittany Malone, Delta Theta
Shantoria Wilson, Delta Theta
Sarna Mason, Delta Theta
Lakysa Yarbrough, Delta Theta
Kristina Bowleg, Theta Rho
Wairimil Njoroge, Theta Rho
Janae Sapp, Theta Rho
Shaneeka Nesbitt, Theta Rho
Jainellah Lorg, Theta Upsilon
Bethany Bomer, Theta Upsilon
Sara Stephan, Theta Nu
Liz Menne, Gamma Epsilon
Jackie Yunker, Gamma Epsilon
Crystal Wright, Theta Iota
Michelle Toro, Zeta Psi
Casie Dwyer, Zeta Psi
Callie McDonald, Eta Xi
Jessica Bailey, Eta Xi
Alan Harriet, Life, Gamma Epsilon
Rob Richards, Beta Xi

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

2008-2009 Approved Budget

2008 - 2009 Southeast District Budget

ACCT #	ACCOUNT NAME	BUDGETED	ACTUAL	VARIANCE
<u>REVENUE</u>				
0	Balance Forward	\$3,000.00		
0	Spring Allocation	\$311.00		
0	Fall Allocation	\$1,315.34		
0	Account Interest/ Service	\$0.00		
0	RDF Revenue Transfer (end-of-year)	\$200.00		
0	District Income/ Fundraising	\$400.00		
0	Miscellaneous	\$0.00		
TOTAL REVENUE		\$5,226.34		

EXPENSES

110	President	\$300.00		
220	VPCM	\$250.00		
330	VPSP	\$250.00		
440	Sec/Treas	\$250.00		
441	Mailouts	\$150.00		
442	Minutes/ Directory	\$250.00		
443	SED Fundraiser	\$400.00		
551	Leadership Conference	\$100.00		
552	Fall Workshop	\$0.00		
553	SED Scrapbook	\$50.00		
554	Eighth Note	\$0.00		
661	Convention Hosts	\$250.00		
662	Convention Awards	\$50.00		
663	SED Officer Awards	\$50.00		
665	Project Archives Phase 2 Donation	\$0.00		
666	Jump Drive	\$150.00		
771	District Officer Leadership Conference	\$1,000.00		
999	Miscellaneous	\$100.00		
TOTAL EXPENSES		\$3,600.00		

BALANCE CARRIED FORWARD	\$1,626.34
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RAINY DAY FUND

881	Rainy Day Fund Balance Forward	\$322.50		
882	Rainy Day Fund Activity	\$0.00		
TOTAL RAINY DAY FUND		\$322.50		

RDF BALANCE FORWARD (less \$200)	\$482.50
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END OF YEAR BALANCES

Reconciled District Account (Sec/Treas) Balance	\$2,010.82
HQ District Funds Account QuickReport Balance	
VARIANCE SHOULD BE ZERO	\$2,010.82

TAU BETA SIGMA
SOUTHEAST DISTRICT CONVENTION

OFFICER REPORT for sarah Cox president

Sisters of the Southeast District,

I embarked on this year with high expectations for myself and for what I believe our district could achieve during my term of office. With an excellent and hardworking district council at my side, I was sure that we could accomplish anything.

I began my term leading the Southeast into National Convention, here in our very own district, in Orlando, FL. After the exhausting week and several late night caucuses, the Southeast unified like many of us have never seen before. We even “dressed for success” on the final day of convention, bringing new meaning to the phrase, “Proud to be, SED: Strength. Excellence. Diversity.” Not only were we *very* proud to be the SED, but we showed that by winning the National Spirit Stick.

As my term began to progress, I set out to work towards the goals outlined in my platform for office. This year, the Southeast saw the creation/revival of its very own TBS SED Listserv and a Chapter Presidents listserv. In addition, with the overhaul of the district website, we saw the creation of a district wide forum, for Sisters to post messages to one another. From my monthly Chapter president phone calls, to the listserv, and even the creation of my SED President’s blog, the Southeast moved forward with great momentum in the area of communication.

This year also saw the establishment of a new colony at the University of North Carolina at Chapel Hill and the installation of the Theta Gamma Chapter at Alcorn State University. This was by far one of the fondest memories of my term. Over a long weekend, I traveled to Alcorn State University, tucked away on the border of Louisiana and Mississippi. Sixteen hours and a thousand miles later, I had the pleasure of meeting the super excited ladies of Theta Gamma. Their passion and spirit made the trip all worthwhile. That afternoon, I installed the Theta Gamma Chapter, number one hundred and ninety five.

I had the privilege of visiting several Chapters throughout my term of office. I enjoyed the torrential rains of Florida Day, cheered the Eagles on to victory against the Citadel, saw the Rebels at the University of Mississippi, signed some T’s at Georgia Tech, dined with some Gators, and watched some of my Sorors break it down on the field at the Honda Battle of the Bands. I want to take this time to thank all of the Chapters that played host to me this year. I most certainly enjoyed sleeping on your couches and all of your hospitality.

The biggest thank you of all goes to my district council. Illy, you have been my rock and number one supporter. I thank you for all of your wisdom and guidance. I could not have had the successful term that I have had without you. The district is lucky to have had such an amazing and wonderful Counselor. And by the way, you made the most freaking beautiful bride ever!

LaShika, thank you for always making me laugh. Your lighthearted attitude and spirit are an inspiration to all of us. You always kept me smiling, even through the most stressful of times.

Contella, you are my go-to girl. You were always there; ready and willing to do whatever we needed to get done. Your hard work helped us achieve a lot of what we have accomplished this year.

Rob, although the Gators won that day in November in Williams Brice, I won't hold that against you. Go Cocks! You have been my listening ear and always managed to keep me level headed. As the *newbies* on the council, we worked through this together, learning and pushing the SED to new heights. I am so thankful to have shared this year with you.

To Epsilon Alpha, you guys have supported me 100% throughout my presidency. I couldn't have ever asked for a better group of Sisters. I had to sacrifice a lot on the Chapter level to do my job, but your love and support was unwavering. I could never have done this without you. Who would have thought three years ago we would be where we are now?

Lastly, to my fiancé Steve, also known as my Presidential Secretary, you have seen me through my term with overwhelming support. Thank you for all of your help and proofreading.

To the Southeast District of Tau Beta Sigma, I have seen our district grow in purposefulness and efficacy over this term. I can only hope that we continue in this positive direction. As we look forward to this next year and years to come, I want to leave you with these final words, "Do not go where the path may lead, go instead where there is no path and leave a trail." We are continually laying the foundation for our organization's future. Do your best to contribute to its success and longevity so that we may always be proud to be, SED: Strength. Excellence. Diversity.

Respectfully Submitted,
Sarah Elizabeth Cox
Southeast District President
Tau Beta Sigma
Epsilon Alpha Chapter

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

OFFICER REPORT for Lashika Williams

Vice President of membership

To: The Delegation and the Southeast District of Tau Beta Sigma:

Two years has past and everything a council could go through has happen to the last two councils of the SED. We have laughed and cried and laughed and cried some more, but in the end the Phoenix roused again and the Southeast became the recipients of the Spirit stick at National Convention. Since I became the Vice President of Colonization and Membership and then the VP of Membership, I have tried to revamp the office to better serve the District. The first year, I concentrated more on the colonies of the Southeast, but this year I have been working on the “leadership in the membership,” and the history of the Southeast and maintaining constant growth of the membership and active participation.

My Sister’s Keeper:

This is a spreadsheet of Every Chapter that has ever been apart of the SED from the first chapter of Stetson University to Edward Waters College, our last installed chapter into the district. It has the installation date of all chapters and if they were re-colonize, that date as well. The big sister chapter of each chapter is also located. A copy of this will be email to each chapter delegate and put on the website after convention ends.

NC Leadership Weekends:

A lot of the delegation wanted to see more interaction of the council throughout the year and workshops done to increase the leadership in the district. I facilitated two weekends of leadership in the fall semester and they were wonderful. They were held on two Saturdays in the fall and contained information about proper recruitment, how to deal with stress, Understanding the ritual, and many other seminars. Members in attendance had the chance to have one on one time with myself and Sarah Cox and past District Officers and Directors of Band.

Membership:

At the start of my term, we had 33 active chapters as we welcomed Edward Waters College to be the Iota Theta Chapter of TBS. We had three colonies and they are the following:

- UNC-Chapel Hill
- Mississippi Valley State University (Gamma Delta)
- Alcorn State University (Theta Gamma) Re-colonized

Alcorn State University is officially a chapter again and the SED will be gaining a chapter that will be announced in the upcoming weeks.

Unfortunately, due to some unforeseen circumstances, we have lost two chapters and now have 32 active chapters. Let’s try to uplift our fallen chapters and encourage healthy membership and musicianship. In two years we have kept a constant increase in membership and new chapters. That is great people and we should be proud of our great

recruitment for Tau Beta Sigma. As of right now the Southeast has over 500 active members!!!! Let's keep up the great work. Since National Convention, the Southeast has exploded with a passion and drive for TBS and I commend you on that. I would like to thank all of you for utilizing my wisdom and love for this district and always keeping me in the know about your chapters. I would like to thank my chapter, Epsilon Lambda for giving so much strength and keeping my head up and reminding me that I should continue to have "physical and mental qualities of an attractive nature." I would like to thank my council for being so silly and having the guts to say what they feel and to speak up for our district! To Iliana, I love you so much and people don't realize how much you kept us lifted and were our light at the end of an endless tunnel. Thank you for never sugar-coating anything with us. And to you, the delegation, the last thing I want to leave for you is that I love you and Strength is what got us this far, Excellence is what keeps us standing, and Diversity is what is going to keep us going! SED: The power of TBS!

Much Sincere love,
LaShika Renee Williams
Vice President of Membership 2006-2008

TAU BETA SIGMA
SOUTHEAST DISTRICT CONVENTION

OFFICER REPORT for Contella Crawford
Vice President for Special Projects

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

OFFICER REPORT for Rob Richards *Secretary/Treasurer*

Hello sisters of the Southeast District of Tau Beta Sigma,

Here we are again, together at yet another district convention. My term started with me being sworn in exactly three years after I crossed and it ends today on the 50th anniversary of my chapter's installation, Beta Xi.

We have come a long way this year. It all began when I was elected SED Secretary/Treasurer. I can remember Katie glaring at me, because she knew that all of the Sec/Treas stuff would be coming back home with us. I started my term by planning for National Convention. This entailed ordering more SED shirts, and planning other fundraisers for the convention. The council and I decided that tattoos would be a great fundraiser in addition to the T-shirts. I am happy to say that we broke even immediately and soon started taking on great profit. Now any tattoos we sell will be purely bringing in revenue.

The council and I attended the District Officer Leadership Conference immediately prior to convention where we were able to meet other district officers from around the country. Here we met people handling similar issues of our own and learned new approaches to problems in the district. Then National Convention soon followed and I must say that I have not gone without sleep for longer in my life. Whether it was staying up until 3am for district caucuses and council meetings or being carried through Disney World (thank you Jen and Charlotte), I enjoyed every minute of it. National Convention proved to be exciting and controversial, but I believe that the district came out of it stronger and with more ambition.

This year I also formatted and edited the 2007 SED Convention minutes as well as updated the constitution. Both tasks proved to be cumbersome and at times frustrating, especially when I could not get a hold of officer or committee reports. However, because of this, I thought it would be a good idea to buy the district a jump drive so that at the end of convention all reports, business, and good ideas could be handed off to the next Secretary/Treasurer all in one place.

I set several goals for myself for this office and I am proud to say that I have met almost all of them. The Rainy Day Fund is, and will be, above \$400 for the next council, thank to contributions from Sarah Cox, Alpha Omega, Epsilon Theta and Zeta Psi. Five issues of Shells were sent out, one for each season I was in office: Spring, Summer, Fall,

Winter, and Spring. We ended this year well in the black, despite a significant drop in allocations from Nationals due to the dissolution of the NAA. I do, however, wish that I had been able to visit more chapters and interact with more sisters around the district.

I would like to thank my chapter for being so supportive and helping me to succeed in office. I could not have made it through the year without Katie's love and support, and occasional kick in the butt. She has been an unrelenting crutch, and I thank her from the bottom of my heart. Thank you. Finally, I would like to thank the 2007-2008 SED Council. Without you this year would not have been the blast that it has been. We have laughed together, cried together and even hatched an evil plot or two together, but it has always been together. This has been one of the best experiences of my life and I owe that in large part to you. LaShika, you have been a constant source of laughter and compassion, and I will miss your smile and your hugs. Contella, you have been steady and true; I will miss our talks, our jokes, and your constant support. I knew from the first time that I met you in Lexington, when you stole my delegate seat, that we would be friends forever. Sarah, you and I have been through a lot together. We ran against each other last spring, we took over the world last Summer, we fought in the Fall, Go Gators, and we went crazy together this spring. We entered this as friends and friends we will forever be, thank you for everything and I will gladly stay up all night and cook you a six course breakfast any day. Lastly, Iliana: You and I don't always see eye to eye, especially when it comes to choices in schools, but you have always been there. When the times were good, you were there. When the times were bad, you were there. You kept us calm and kept us true, always making sure that we were following what nationals asked of us, while still letting us grow and come to our own conclusions. You have been an immeasurable force in this district and it is hard to imagine the Southeast District without you as the Counselor. The next Counselors will have a lot to live up to. You have come to be one of my greatest friends. I will miss you, the district will miss you and this council will miss you, immensely. I expect you take your drive and vigor to the National Council and beyond. Thank you so much for everything you have done.

Dealing with the harsh realities of holding an office in the Southeast has been daunting, but I feel that this council has gone above and beyond to bring this district to new heights never seen before. It has weathered the storm and taken us to smoother waters. Southeast District, you are now truly in a better place. Thank you so much for the opportunity to serve you. Love In Sister Hood,

Respectfully submitted,

Rob Allen Richards
2007-2008 Southeast District Secretary/Treasurer
T au Bet Sigma

TAU BETA SIGMA

SOUTHEAST DISTRICT CONVENTION

OFFICER REPORT for Iliana Rosado Councilor

Sisters of the Southeast District,

It is with a heavy heart that I stand before you today reading my District Counselor report. As many of you have heard I will not be returning to the Counselor position. Unfortunately this was not a choice I made and is something that has hurt me deeply.

As I sat down to write this report I really had no idea what to say to the Southeast District that I have grown to love. So, I decided to start back at the beginning when I attended my first District Convention at Tuskegee University in 1999. As an active sister I had no idea what I was getting myself into. I remember attending the pool party Thursday night before Convention and learning what stepping was for the first time. Sitting in meetings and seeing people who were going through what I was touched my heart. I started to form bonds with other people in the District and after leaving Convention I vowed to attend every District Event I could.

Since then I have attended 10 SED District Conventions, 10 District Days, 10 Florida Days, 4 Fall Area Workshops, 5 Step 4 Lives, and 4 National Conventions. Many of the trips I drove alone and had wonderful sisters across the District house me on their couches and floors. While doing all that I also had the privilege of leading the District as SED President in 2001-2002. In this position I had the chance to serve as Chair on the Ways and Means committee at the Corpus Cristi National Convention. After being SED President, I continued to stay involved with TBS by being part of the SED Alumni Association and being an advisor for many committees at SED Convention. In 2005 I became a Life Member and then in October that same year I was chosen to represent the District as SED Counselor.

I was ecstatic to jump in and help the District move forward. After Convention at Clemson, I was saddened to learn about the sanctions given to the Southeast. This was a very difficult time for me and my council but we pulled through.

I have seen many wonderful leaders in this organization grow and change by being District Officers and I feel so honored to know that I have had a chance to be part of that growth. The journey has been long but worthwhile and will always hold a place in my heart.

Rob---It has been fun getting to know you this year. You always brought a new insight to situations and helped solve many problems. I know you will continue to lead in this organization and the District is blessed to have you working for them.

Contella and LaShika---I can't believe it has already been two years with you both on the counsel. I have seen you both grown soooooo much! Contella you have always wowed me with your professional manner and superb speaking skills. I can't wait to see what you accomplish in your real life job. LaShika your giving spirit and warm heart has always been a light in dark times. I don't know of a single sister who doesn't love your smile and your upbeat attitude. I will miss you both.

Sarah---You have been an amazing President. Look at all you accomplished from monthly calls to chapter to the president's blog. You were exactly what this District needed to push it forward. I can't wait to see you achieve more success in TBS and in life.

To my husband Brian, who has stood by me through these last years in TBS. Thank you for always being supportive of me through bi-weekly phone calls that lasted 2 hours and many trips that took me away from home and my career. I feel so blessed to have you in my life.

To the Southeast District, never forget that you all have the strength and power within you to be the best District in this Nation. God did not spend time making a nobody, but somebodies.

I will never forget my time with each and every one of you. I have enjoyed the many late night talks, the stepping, the constant food eating, the laughing and crying, and most of all the bonds we have formed.

Thank you for allowing me the honor to serve you. You truly embody everything Tau Beta Sigma means.

Respectfully submitted,
Iliana Rosado
TBS SED Counselor

TAU BETA SIGMA
SOUTHEAST DISTRICT CONSTITUTION

Tau Beta Sigma

Southeast District Constitution

Revised: April 2008

The Southeast District of Tau Beta Sigma, National Honorary Band Sorority, encourages a strong bond of sisterhood between chapters by instilling and promoting the Ideals stated in the Five Qualities and Eight Essential Factors while embracing our diversity through enthusiasm, musicality, spirituality, and fellowship.

Section One: General

- 1.01 This documentation establishes and prescribes the authorized functions and operations pertaining to the Southeast District in accordance with the National Constitution.
- 1.02 Proposed revisions of this Constitution shall be referred to the committee on Jurisdiction at the same convention. If three-fourths of the votes cast at the convention are favorable, the proposed revision shall be declared adopted. Upon adoption, the revision becomes effective unless otherwise stated in the revision.
- 1.03 The Southeast District is composed of all chapters of the Sorority in active standing with the National Headquarters from the states of Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, and Tennessee.
- 1.04 This Constitution was officially adopted at the annual convention of the Southeast District held March 7-10, 2002. Upon adoption it becomes effective immediately upon final adjournment of convention.

Section Two: Officers

- 2.01 **The District Officers** shall consist of a President, Vice President of Membership, Vice President for Special Projects, and Secretary/Treasurer.
- 2.02 The District Officers shall be elected before the chapters assembled at each District Convention and shall serve from District Convention to District Convention.
- 2.03 To be considered for a District Office, candidates must submit at the end of the first separate session to the Nominations committee at District Convention the following:
 1. Cover letter and resume including personal information and goals for their office;
 2. Letter of recommendation from their Chapter;
 3. Letter of recommendation from their Sponsor.

- 2.04 Each District Officer shall be at least a sophomore student and an active member of the sorority in good standing, at the time of election. Officers elected during their final year of college may serve out their current term of office, provided that they are a Life Member by September 1st of their term of office. Each District Officer shall have more than ordinary business or professional ability and shall be capable of representing the Sorority and the District when called upon to do so. Each District Officer shall have the best interest of the Sorority at heart and be willing and able to devote the necessary time to execution of the duties imposed by the office and shall be actively participating in or serving the bands during their term of office. All District Officers shall serve without compensation.
- 2.05 All officers are responsible for filing a report with the District Vice President of Membership concerning the conditions of a chapter or colony following each chapter or colony visitation.
- 2.06 The **District President** shall preside at all meetings of the District. She or he shall appoint all members of District Committees, including chairs and advisors of those committees, and shall be an ex-officio member of all committees. The District President shall also be responsible for appointing a song leader(s) and Parliamentarian for District Convention. She or he shall render all possible assistance to the District Counselor. The District President may be designated as the official representative of the District when required. The district shall send out evaluation forms for all District Officers to each chapter in the District by October 31st and shall solicit for the return of all forms by January 1st. The District President shall work together with the host chapter(s) on the upcoming Annual Convention as needed. The District President shall, throughout the term of office, delegate specific duties concerning convention to each chapter. The District President shall send out a District Convention packet consisting of a delegate form, proxy form, and District committee chair information. The District President is also responsible for sending out reminders to each chapter regarding all Activity Reports and district obligations one month prior to the deadlines set.
- 2.07 The **District Vice President of Membership** shall, in the absence of the District President, preside at the meetings of the District. The District Vice President of Membership shall submit a membership evaluation questionnaire to be filled out at convention. She or he shall maintain frequent contact with the colonies, their advisors, and each advising chapter during the colonization process and after the colonies are established as chapters. The District Vice President of Membership shall be in charge of membership within the District as set forth by the guidelines of the District Membership Committee, and shall advise chapters on recruitment of members, retention of members, and post-membership education.
- 2.08 The **District Vice President for Special Projects** shall, in the absence of the District President and the District Vice President of Membership, preside at the meetings of the District. The Vice President for Special Projects shall be responsible for designing and implementing special projects as determined by the District Council. She or he shall coordinate and implement a Music Appreciation Month in cooperation with the Committee on Music Support and Development. She or he shall also be the advisor to the host chapters of the *Eighth Note*, the District Scrapbook, and the webmaster. She or he shall be responsible for sending out District Scrapbook host applications to all chapters at least six weeks prior to convention. She or he shall design and implement an informal workshop at the District Leadership Conference to encourage chapter bonding. In addition, she or he shall serve as liaison to the National Council in support of Special Projects, and shall assist the Vice President of Membership with membership expansion as needed.

- 2.09 The **District Secretary/Treasurer** shall publish and distribute the minutes of District Convention, the amended District Constitution. She or he shall also publish and distribute the District Officer Meeting minutes to the District Executive Council and the National President within one week after the meeting and the minutes of all other district meetings within two weeks after the meeting.

The District Secretary/Treasurer shall be responsible for keeping a database of current chapter contact information that should be updated. The District Secretary/Treasurer shall send out a district newsletter to each chapter twice a semester; the content shall be at the discretion of the council. The District Secretary/Treasurer shall be responsible for mailing Chapter Progress Report Forms to each chapter at least six weeks prior to convention. She or he shall work closely with the District President to aid in any way needed. The District Secretary/Treasurer shall control the receipt and distribution of all District monies upon approval of the District Counselor(s). The District Secretary/Treasurer shall be responsible for mailing the Rainy Day Fund Packets to each chapter by September 1st. She or he shall advise the Committee on Ways and Means.

- 2.10 Each District Officer shall have one vote at all meetings of the District Council, except the District President, who shall vote only in case of a tie or if the vote is by ballot.
- 2.11 District Officers shall have the power to organize a committee within all chapters of the district to assist in the operation of their office.
- 2.12 At District Convention, District Officers will not have a vote, except the President, who will vote only in the case of a tie.
- 2.13 Should the office of District President be vacated for any reason, the District Vice President of Membership shall automatically succeed to the office of District President, and shall have the powers and responsibilities of that office, until the next District Convention.
- 2.14 Should any office other than District President be vacated for any reason, the remaining District Council and District Counselor(s) shall, if deemed necessary, appoint a person meeting the obligations in Section 2.3 of the District Constitution to the vacant office until the time of the next District Convention.
- 2.15 Any District Officer who leaves the District permanently during their term of office shall automatically resign, and other District Officers shall follow constitutional procedure to fill the vacancy.
- 2.16 If a District Officer's Chapter is placed in suspension, the officer's status will be reviewed by the District Counselor(s). Any action will be recommended by the District Counselor(s) and reviewed by the National Council. The District Council and District Counselor(s) must be notified within ten (10) days of any action.
- 2.17 Dismissal shall be brought about if an Officer is not fulfilling the constitutional obligations of the office or is not in good standing with the sorority. A unanimous decision of the District Executive Council, excluding the officer in question, shall be necessary in order to dismiss that officer. Upon removal from office, the National Headquarters and the National President shall receive notification of the removal within ten (10) days. Standing is to be decided by the officer's home chapter in accordance with the District and National Constitutions. If a District

Officer is found not to be in good standing, the home chapter must notify the District President and District Counselor immediately.

- 2.18 If a District Officer misses a scheduled District Council meeting without providing 24 hours notice to the meeting to both the District President and the District Counselor(s), then that Officer will be considered on probation with the District Counselor(s). In the event of an emergency situation, an acceptable excuse as deemed necessary by the District President and the District Counselor(s) must be submitted no more than 24 hours after the meeting to both the District President and the District Counselor. District Officers on probation will be required to report as deemed necessary by and to the District Counselor. Should a District Officer miss another meeting without informing the District President and the District Counselor(s) 24 hours prior to that meeting, then the District Executive Council will have an immediate discussion and vote to dismiss the District Officer in question.
- 2.19 Following District Convention, the district council shall appoint a webmaster for the district website each academic year. She or he shall be responsible for the maintenance of the SED website at least once monthly. She or he shall maintain correspondence with and be advised by the Vice President for Special Projects.
- 2.20 Each District Officer shall be under the jurisdiction of the **District Counselor(s)**. The District Counselor(s) shall act in concordance with Part Five, Section Two of the National Constitution. The District Counselor(s) shall serve a term of two (2) years. District Counselor appointments will be announced at District Convention of even numbered years with terms beginning July 1. The District Counselor shall serve without compensation. Expenses incurred on behalf of the Sorority shall be paid upon presentation of a written statement to the National Executive Director, subject to approval by the National President.
- 2.21 The **District Executive Council** shall consist of the District Officers and District Counselor.

Section Three: Committees

- 3.01 The **Committees of the District** shall be Jurisdiction, Membership, Programs, Ways and Means, Credentials and Resolutions, Nominations, Convention Site, Music Support and Development, and Sisterhood and Spirit. These committees are at the discretion of the District President and may be condensed if the situation warrants it. In addition, other committees may be appointed as considered necessary by the District Council. The committee assignments shall be made by the District President. Members of all committees shall serve until relieved of their appointment by the District President. The District Counselor(s) and District President shall be members ex officio of all District Committees, with the exception of the Nominations committee.
- All committees must submit charges addressed to another committee by the end of the second Separate Session except in emergency situations. Included with these charges must be motivation for said charges.
- 3.02 The **Committee on Jurisdiction** shall examine and submit to the delegation assembled at District Convention all propositions, revisions, and alterations of the District Constitution as found necessary by said committee.

- 3.03 The **Committee on Membership** shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to the recruitment of members, retention of members, post-membership educations, and colonies of the District as found necessary by said committee.
- 3.04 The **Committee on Programs** shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to the Programs of the District as found necessary by said committee. This includes, but is not limited to, the District Scrapbook, Awards, Website (when not a separate committee), District Leadership Conference, District Newsletter, and the District Publication. This committee shall be responsible for the reviewing of the applications and naming the host chapter of the District Scrapbook for the upcoming year. This chapter shall be responsible for updating the District Scrapbook and ensuring its arrival to all District functions and will work directly with the District Vice President for Special Projects. In the event that no applications are received or the host chapter is found to be delinquent in its duties, the scrapbook becomes the sole responsibility of the District Vice President for Special Projects. In addition, this committee, when discussing the *Eighth Note*, shall be joint and closed with Kappa Kappa Psi.
- 3.05 The **Committee on Ways and Means** shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to the finances of the District as found necessary by said committee. The committee shall assist the Secretary/Treasurer in preparing an operating budget for the ensuing year to be presented to the delegation assembled at District Convention for approval.
- 3.06 The **Committee on Credentials and Resolutions** shall examine, recommend, and submit to the delegation assembled at District Convention all propositions related to resolutions for consideration of the sorority. The committee shall also examine, recommend and submit to the District President all credentials of the District Officers, official delegates, and proxies to the convention. The committee shall be joint with Kappa Kappa Psi when necessary.
- 3.07 The **Committee on Nominations** at each convention shall carefully investigate the eligibility of members for election to the offices of District President, District Vice President of Membership, District Vice President for Special Projects, and District Secretary/Treasurer. The committee shall nominate one member for each office and present the names to the delegation assembled at the convention by official delegates. Additional nominations may be made from the floor of the Convention by Official Delegates. The Nominations Committee shall determine the eligibility of any other candidates who are nominated from the floor. This committee will be closed at all times.
- 3.08 The **Committee on Convention Site** shall examine, recommend, and submit to the delegation assembled at District Convention a full report on all convention site bids and all propositions related to the next District Convention. This committee shall be joint with Kappa Kappa Psi when necessary. This committee will be closed at all times.
- 3.09 The **Committee on Music Support and Development** shall examine, recommend, and submit to the delegation assembled at District Convention ways in which chapters can act as support and resources for music programs in the Southeast District. The Committee shall include recommendations regarding Music Appreciation Month for the Vice President of Special Projects in its report. This committee shall be joint with Kappa Kappa Psi when necessary.

- 3.10 The **Committee on Sisterhood and Spirit** shall examine, recommend, and submit to the delegation assembled at District Convention ways in which chapters can promote Sisterhood both at the District and chapter levels.

Section Four: Delegates and Proxies

- 4.01 Each active chapter of the Sorority shall be represented at District Convention by an official delegate, alternate delegate, or proxy. A Life Member may represent her or his own chapter at District Convention if no delegate from that chapter is present. Each Official Delegate or proxy must have a current membership card.
- 4.02 Any chapter may delegate its right to proxy to another chapter by submitting a written request to the District President prior to the opening session of the convention, designating the chapter to which such a right shall be given. In the event that a chapter is absent and does not submit such a request, the District President will appoint proxies alphabetically by roll call. The chapters already seated by written request shall be omitted in the first round of appointments.
- 4.03 Proxies shall be seated according to alphabetical listing of chapters with the chapter following the last one seated at the prior convention. Any delegate that has not claimed their seat by the beginning of the second separate session shall forfeit their seat to the proxy. The District Council can override this rule using their best judgment under extenuating circumstances.
- 4.04 Proxies shall be distributed in a manner such that no one chapter shall have an excess of more than one vote over the chapter with the second highest number of proxies.

Section Five: Reports

- 5.01 Before the first of December and the first of June, respectively, the Chapter president shall submit a copy of the Fall Activity Report and the Chapter Summary Report to the District President, the District Counselor, and the National Headquarters.
- 5.02 Chapter reports are due to the District Executive Council at District Convention. Presentations to the delegation in any manner the chapter so desires within a three minute time period, including preparation and relinquishment of the floor, are optional. This may include oral reports, audio-visual programs, or skits. Three (3) copies of the written report must be submitted to the District Executive Council. District chapters shall be required to include with their Chapter report a current list of chapter officers' addresses, e-mail addresses of all active and conditional members, along with available alumni addresses.
- 5.03 Chapter Progress Reports must be completed by the chapter and postmarked at least three weeks prior to the convention to be considered for the Outstanding Chapter Achievement Award.
- 5.04 All District Officers and Committee Chairmen shall submit three (3) typewritten copies of all reports to the District Executive Council by the end of District

Convention. One copy shall be given to the District President, one to the District Secretary/Treasurer, and one to the District Counselor.

Section Six: Publications

- 6.01 The name of the District publication shall be the *Eighth Note*.
- 6.02 Bids shall be accepted on an annual basis at the District Convention. In absence of any bids, the District Executive Councils of Tau Beta Sigma and Kappa Kappa Psi will select a university to publish the *Eighth Note*.
- 6.03 The *Eighth Note* shall be published by active chapter(s) in good standing, and the bid shall consist of a prepared sample of the chapters proposed publication. This bid shall be presented to the joint committee on Programs at their first session of the Convention, unless prior arrangements are made through the District Executive Council.
- 6.04 The *Eighth Note* will be published twice a year; once in the fall and once in the spring. The chapter(s) responsible for publishing the *Eighth Note* shall determine the deadlines for the submission of articles and the mailing dates.
- 6.05 The financing of the *Eighth Note* shall be subsidized by the District.
- 6.06 A minimum of one copy per issue of the *Eighth Note* will be sent to each chapter and colony in the District, as well as the District Officers, Presidents of the other Districts, and the National Officers.
- 6.07 Each issue should include:
1. At least one letter from a National Officer;
 2. At least two letters each from the Southeast District Councils of Tau Beta Sigma and Kappa Kappa Psi;
 3. Chapter Reports/Letters;
 4. A District and National calendar of events and deadlines.
- 6.08 Host chapter(s) of the previous convention and District Leadership Conference shall include a report in the fall issue of the *Eighth Note* and encourage all active members to attend future conventions and conferences.
- 6.09 In the event that the *Eighth Note* is not published in the fall, the publishing chapter(s) will forfeit its right to publish the spring edition. Furthermore, the District Governors of Kappa Kappa Psi and the District Counselor 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 having submitted bids at the previous convention.
- 6.10 The name of the District Newsletter shall be *SHELLS*.
- 6.11 *SHELLS* will be published at least twice per semester with publication dates at the discretion of the District Council.
- 6.12 The District Secretary/Treasurer shall be responsible for the distribution of *SHELLS*. One copy of *SHELLS* shall be sent to each chapter in either electronic or paper format, and to the District Website.

- 6.13 Each issue of SHELLS shall include at least one article by each District Officer, a calendar of upcoming events, reminders and announcements for the District, and any other content at the discretion of the District Council.

Section Seven: Meetings

- 7.01 **District Leadership Conference** is always a joint affair. Any chapter(s) interested in hosting should send a proposal to the Tau Beta Sigma and Kappa Kappa Psi District Presidents.
- 7.02 If bids are not received to host District Leadership Conference by the stated deadlines, a site will be determined by the joint District Councils, and approved by the District Governor(s) and Counselor(s).
- 7.03 A regularly called **District Convention** shall be held every year. A convention site will be chosen at the preceding convention in joint session.
- 7.04 In the absence of a decision on a location by the end of District Convention, the District Counselor(s) and Governors will determine the location for the next Convention.
- 7.05 The exact date of convention is to be determined by the host chapter subject to approval of the of District Counselor(s) and Governors.
- 7.06 All chapters bidding to host a district convention must adhere to the National Guidelines for Bidding and Hosting a District Convention. Each bid submitted must contain at least two (2) available dates. The National Officers in attendance at the convention must approve any exceptions.
- 7.07 Special Conventions of the District may be called upon a favorable vote of seventy-five (75) percent of the chapters of the District in good standing or upon recommendation of all the District Officers.
- 7.08 A ninety (90) day written notice prior to the date of all District Conventions shall be given to all National Officers, District Counselors, District Officers, and Chapters in the District by the National Executive Director and the District Secretary/Treasurer.
- 7.09 Official Delegates or Proxies from a majority of the chapters of the District in good standing together with at least two (2) of the District Officers shall constitute a quorum at all District conventions.
- 7.10 The business at the convention is to be determined by the District Officers with approval by the District Counselor.
- 7.11 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.
- 7.12 Robert's Rules of Order shall govern all separate sessions.

Section Eight: Reading Band/Auxiliary Clinic

- 8.01 At each District Convention there will be a Reading Band, open to all college band members or directors, but without reference to a membership in the Sorority, unless extenuating circumstances prevent it.
- 8.02 The organizational director of the Reading Band shall be the host chapter(s) of the District Convention. It will be their duty to provide director and music.
- 8.03 At each District Convention there will be an Auxiliary Clinic open to all college band members without reference to a membership in the Sorority, unless extenuating circumstances prevent it.
- 8.04 The organizational director of the Auxiliary Clinic will be the duty of the host chapter(s) of the District Convention. It will be the duty of the host chapter(s) to provide a clinician.

Section Nine: Awards

- 9.01 All chapters, colonies, and alumni associations must be in good standing with the National Headquarters and District to be eligible for recognition.
- 9.02 All awards presented by the District Convention shall be coordinated by the host chapter(s) and the District President.
- 9.03 The District President and District Secretary/Treasurer of Tau Beta Sigma shall oversee the organization and receipt of awards given at the convention banquet.
- 9.04 The **Farthest Traveled Award** shall be presented, in the form of a plaque to the chapter or colony who traveled the farthest to convention according to the official Rand McNally mileage.
- 9.05 A **Best Chapter Representation Award** shall be given, in the form of a plaque, to the chapter with the greatest percentage of active members in attendance at District Convention.
- 9.06 A **Chapter Participation Award** shall be given in the form of a plaque, to the greatest number of active, life, and prospective members in attendance at District Convention.
- 9.07 A **Colony Participation Award** shall be given, in the form of a plaque, to all colonies in attendance.
- 9.08 A **Best Display Award** shall be given, in the form of a framed certificate, in accordance to the criteria established by the host chapter(s). The District Counselors and any attending National Officers may serve as judges for the award. The selection of the recipient of the Best Display Award shall be overseen by both the Tau Beta Sigma and Kappa Kappa Psi District Presidents.
- 9.09 A **Merit Certificate** shall be awarded to the chapters who have fulfilled their National and District obligations by the specified deadlines. District obligations are defined by the submission of Chapter Progress Reports and copies of all required National forms to the District President and District Counselor, submission to the fall and spring *Eighth Note*, and attendance at District Convention and District Leadership Conference by the chapter delegate.

- 9.10 All **Outstanding Chapter Achievement Award(s)** shall be presented in the form of a trophy to outstanding chapter(s) in the district as decided by the District President, Secretary/Treasurer, National Officer(s) in attendance, and the District Counselor(s) on the basis of the Chapter Progress Report and the chapter's individual merits. Each Chapter shall be judged against their own accomplishments. Additional criteria considered will include whether or not chapters contributed to the District Scrapbook. Chapters must be Merit Certificate recipients during the current year to be eligible for Outstanding Chapter Achievement Award. There is no limit on the number of chapters receiving the Outstanding Chapter Achievement Award.
- 9.11 An **Outstanding Chapter Assistance Award** shall be given, in the form of a framed certificate, to the chapter(s) that have demonstrated outstanding assistance through motivational activities to other chapters at the District level. In the selection process, the District Executive Council will consider a demonstrated effort to keep periodic contact with surrounding chapters. A nomination form will be published by the District Vice President for Special Projects in the fall edition of the *Eighth Note*. Nominations can be made by the assistant recipient as well as the assistant provider. Nominating chapters must send in completed nomination forms to the District Vice President for Special Projects at least six weeks prior to District Convention. There is no limit to the number of chapters receiving the Outstanding Chapter Assistance Award.
- 9.12 A **Recognition Award** shall be presented, in the form of a plaque, to the chapter(s) who have at least 50% of their current eligible members obtain Life Membership during the fiscal year. This percentage is comprised of members who leave the chapter in good standing in addition to any alumni wishing to obtain life status. Chapters will apply for this award through the District Secretary/Treasurer at least one month prior to District Convention.
- 9.13 The **Shells Umbrella Full Participation Certificate** shall be awarded to the Chapter(s) who donated at least one dollar per active to the Rainy Day Fund since the last District Convention.
- 9.14 The **Shells Umbrella Award** shall be presented, in the form of a framed certificate, to the chapter donating the largest overall amount to the Rainy Day Fund since the last District Convention.
- 9.15 In order for a chapter to be considered for either the Shells Umbrella Award or Full Participation Certificate, Rainy Day Fund donations must be received by the District Secretary/Treasurer at least one month prior to the District Convention.
- 9.16 Host chapter(s) shall not be eligible to receive the Participation Award, Display Award, or Best Chapter Representation Award.

Section Ten: Mail Outs

- 10.01 All District Officers shall submit copies of all correspondences to the National Officers, National Headquarters, District President, and District Counselor.

- 10.02 The District President will send out reminders to each chapter regarding all Activity Reports and district obligations one month prior to deadlines set.
- 10.03 The District Secretary/ Treasurer will send the Rainy Day Fund information packet to all chapters in the district by September 1. Contents of this packet shall include: the items of Section Eleven pertaining to the Rainy Day Fund from the constitution, requisition form, and donation information.
- 10.04 The District Secretary/ Treasurer will send the Southeast District Fund Raiser order form at least six weeks prior to the convention to be returned to the District Secretary/ Treasurer no later than two weeks before convention.
- 10.05 The outgoing District Secretary/ Treasurer shall take typed minutes and make three (3) copies of the minutes. Both written and tape recorded minutes will be given to the incoming District Secretary/Treasurer, District President and the District Counselor(s).
- 10.06 The incoming District Secretary/ Treasurer will compile and send out copies of the minutes of the past District Convention and any other minutes of the District to the chapters in the District, the District Executive Council, the National Officers , and the District Website within six (6) weeks of that meeting.
- 10.07 The District Secretary/ Treasurer will send out copies of the District Directory by October 1st, and a revision, including new officers and summer addresses of District Officers and Chapter Presidents to all chapters in the District, the District Executive Council, and the National Officers by May 1st.
- 10.08 The District Secretary/ Treasurer will send out Chapter Progress Report forms to each chapter at least six weeks prior to convention.
- 10.09 The District Vice President of Special Projects will send the District Scrapbook host chapter application to all chapters in the district at least six weeks prior to convention.
- 10.10 The host chapter of the District Scrapbook will send out reminder notices for submission of material to the scrapbook at least twice a year.
- 10.11 The current publishers of the *Eighth Note* will send out reminders of due dates for article submissions once a month prior to their due dates to all chapters in the District, the District Executive Council, and the National Headquarters.
- 10.12 Any mail outs not previously discussed shall be postmarked three weeks prior to the due dates.

Section Eleven: Finances

- 11.01 District revenue shall be derived from a per capital allotment provided by the National Organization. This money shall remain in the National account until requested in writing, signed by both the District Counselor and District Secretary/Treasurer.
- 11.02 The **Rainy Day Fund** shall be an emergency fund of contributions/donations from district chapters to assist those chapters who are in need of financial aid.

Remaining funds at the end of the fiscal year in excess of \$200.00 shall remain in the Rainy Day Fund for the following year. The Rainy Day Fund will also be used to pay the first year chapter fee of newly chartered chapters. Donations will only be solicited by the District Secretary/Treasurer in the event that the balance falls below \$400.00.

- 11.03 Financial need will be determined by the District Executive Council based on proper documentation.
- 11.04 To obtain Rainy Day funds, the chapter must contact the District Secretary/Treasurer for advisement. Upon the District Secretary/Treasurer's recommendation, the chapter shall submit two consecutive bank statements and a typewritten fundraiser proposal. This proposal will include monies needed to start the project, expected profits, expected date of realization of profits, and a statement reporting the chapter's financial situation. This statement is required for the chapter's request for emergency funds.
- 11.05 All requests are subject to the approval of the District Officers, and an approved proposal would be considered a donation to the requisitioning chapter.
- 11.06 The District Secretary/Treasurer shall keep record of all donations and contributions apart from the operating budget. The funds must be deposited with the National Headquarters.
- 11.07 All **District fund requisitions** must be submitted to the District Secretary/Treasurer within sixty (60) days of the expense. If the District Secretary/Treasurer does not receive the requisition within sixty (60) days, the expense will not be reimbursed.
- 11.08 District Officers may spend up to half their budgeted funds in the first half of their term in office to insure capital coverage for the second half of their term. Any funds left over from the first half of the year of their term would be carried over to the second half.
- 11.09 District Officers may not claim any allocated funds for reimbursement of meals.

Section Twelve: Joint Session

- 12.01 Robert's Rules of Order shall govern all joint chapter meetings.
- 12.02 These procedures specify the Rules of Order governing the joint Session of the Southeast District of Kappa Kappa Psi and Tau Beta Sigma.
- 12.03 Sessions of the joint chapter 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 presiding officers.
- 12.04 The agenda for each joint session shall be considered by the presiding officers prior to each session.
- 12.05 A motion shall only be considered when moved by a delegate of one organization and seconded by a delegate from the other organization.

- 12.06 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 in convention.
- 12.07 Voting delegates for joint chapter meetings shall consist of all delegates representing individual chapters in the district.
- 12.08 A joint resolution or a motion shall be passed upon a simple majority vote of Kappa Kappa Psi voting delegates and a simple majority vote of Tau Beta Sigma voting delegates in joint session.