

Dear Chapter Presidents,

Below you will find the checklist of items that you need to be aware of this month. Please notice the deadlines and share this information with the appropriate chapter officer, committee chair, or membership. Continue to honor your members. Remember that ***Members – Shining Stars Build Our Future***. Please keep your chapter members aware of the opportunities available to them through their membership in Delta Kappa Gamma.

Lambda State Web site: www.deltakappagamma.org/IL
International Web site: www.dkg.org



- _____ **Register** to attend the Fall Lambda State Executive Board Meeting at the Northfield Inn Suites, Springfield, on **October 4-5th**. The registration form can be found on the state Web site under **Events**.
- _____ **Set date** in August for the Chapter Finance Committee to conduct a financial review/audit.
- _____ **Update** the chapter yearbook including new state officers and committee chairs.
- _____ **Encourage** members to attend the Creative Arts Retreat, **October 11-13th**. Form is under **What's New** on the Lambda State Web site.
- _____ **Plan** to attend the Legislative Seminar on **November 9th** in the Carnegie North Room in the Lincoln Library. Registration forms will be on the Web site after the committee meets on August 20th.
- _____ **View** the August Program of the Month on the Lambda State Web site.
- _____ **Send Form 6 Report of the Death of a Member**, to State Membership Chair Judith Vaughn; State Treasurer Sharon Vinson; Executive Coordinator, PO Box 1589, Austin, TX 78767; State President LaVonne Chaney
- _____ Honor members old and new and invite outstanding educators to your meetings. Remember ***Members – Shining Stars Building Our Future***.
- _____ Tell State President LaVonne Chaney lavonnec45@gmail.com how you are honoring your shining stars. They will be shared in a variety of ways including the *Newscaster*, monthly mailings, and convention booklet. We all have a story – let's share it!
- _____ Enjoy the remaining days of summer. We will hope for continued mild weather, but this is Illinois! Many of you will already be working in your classrooms, so it is an exciting time for you as you prepare for the young minds that you will soon influence.



Following is the checklist that is specific for **Lambda State Leaders**.

- _____ **Send** information for Presidents' monthly mailing due not later than **August 24**.
- _____ **Register** and plan to attend the Fall Lambda State Executive Board meeting on **Oct. 4- 5th**.
- _____ **Send** a copy of the motions you plan to make at Executive Board meeting to the State President.
- _____ **Plan** what you would like included in the Executive Board packet and send it to the State President. Only include information that hasn't previously been sent out.
- _____ **Check** the Lambda State Web site and send any updated information to the State President for posting.
- _____ Enjoy the remaining days of summer. We will hope for continued mild weather, but this is Illinois! Many of you will already be working in your classrooms, so it is an exciting time for you as you prepare for the young minds that you will soon influence.