

Dear Chapter Presidents,

Below is a checklist of items that **Chapter Presidents** need to be aware of as many have deadlines and need to be shared with the appropriate chapter officer or committee chair. **Members – Shining Stars Build Our Future** is our theme so please use these activities as a way of getting your members involved. They in turn will build and improve our organization. Thank you!



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

International Web site: www.dkg.org

- _____ **Attend** the Northeast Regional Conference in Portland, Maine. Information and registration is on the DKG website www.dkg.org. Join your Lambda State Sisters for this fun and activity filled opportunity.
- _____ **Remind** chapter treasurer to complete **Form 15** after June 30 and send to State Treasurer, Sharon Vinson **postmarked by July 15**.
- _____ **Set date** in **July/August** for the Chapter Finance Committee to conduct a financial review/audit.
- _____ **View** July Program of the Month, on the Lambda State Web site; review the many archived program ideas.
- _____ **Update** chapter yearbook with new Lambda State Leaders; watch State President's monthly mailings for information.
- _____ **Submit** Chapter News for *Newscaster* to State Editor Pat DeWitt by **August 1**.
- _____ **Plan and register** to attend Lambda State Fall Executive Board Meeting, **October 4-5, 2013** in Bloomington.
- _____ **Encourage** members to attend two Fall events; Creative Arts Retreat – October 11-13, 2013, Legislative Seminary – November 9, 2013.
- _____ **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.
- _____ **Begin** mentoring your chapter members to consider serving as a chapter leader the next year. _____
- _____ **Enjoy** these summer months – it is our chance to relax and enjoy the warmth of summer.



Below is a checklist that is specific for **Lambda State Leaders**.

- _____ **Attend** the Northeast Regional Conference in Portland, Maine.
- _____ **E-mail committee** news for the *Newscaster* to LaVonne Chaney by **July 10**.
- _____ **Send** info for President's monthly mailing due no later than **July 25** to LaVonne Chaney.
- _____ **Share** Lambda State theme **Members – Shining Stars Build Our Future** and the International Theme **Sharing Our Vision – Strengthening Our Society** during your summer committee meetings. Send out minutes in a timely manner.
- _____ **Register** for the Lambda Executive Board Meeting held on October 4-5, 2013 in Bloomington.
- _____ **Enjoy** these summer months. You are the shining stars that guide us.

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