

ALPHA DELTA STATE



OHIO

**EDUCATIONAL
FOUNDATION**

FOUNDATION REPORT

July 1, 2017 – March 1, 2018

ALPHA DELTA STATE OHIO EDUCATIONAL FOUNDATION BOARD OF DIRECTORS

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**ALPHA DELTA STATE OHIO EDUCATIONAL FOUNDATION
ANNUAL MEETING AGENDA**

**Polaris Hilton Hotel ≈ Columbus, Ohio
April 14, 2018 ≈ 11:30 a.m. – Noon**

Call to Order	Dr. Norma Kirby, Chairman
Secretary's Report	Donna Myers, Secretary
Correspondence	Donna Myers, Secretary
Report of the Treasurer	Diana Haskell, Treasurer
Committee Reports	
Finance Committee	Betty Monahan, Chairman
Handbook, Policies and Procedures Committee	Jane Meese, Chairman
Scholarship Committee	Marilyn Slusser, Chairman
Logo Winner Introduction	Kathy McClendon, Logo Design Chairman
Biennial Seminar Report	Betsy Foreman, Biennial Seminar Coordinator
Unfinished Business	
New Business	
Announcements	
Adjournment	

These motions may be considered during the meeting:

- To approve the Alpha Delta State Ohio Educational Foundation Bylaws
- To adopt the 2018-2019 Budget

As stated in the ADSOEF Bylaws, Article IX: The rules contained in *Robert's Rules of Order Newly Revised* (current edition) shall govern ADSOEF proceedings.



ADSOEF CHAIRMAN'S REPORT

All members of Alpha Delta State are members of Alpha Delta State Ohio Educational Foundation and can participate in, make motions, and vote at the annual meeting. **Thank you** for attending the first Annual Meeting and supporting your Foundation!

Alpha Delta State Ohio (ADS) is the originator of Alpha Delta State Ohio Educational Foundation (ADSOEF). Members at the 2017 State Convention authorized the establishment of Alpha Delta State Ohio Educational Foundation. The A. Margaret Boyd Overseas Foundation was renamed Alpha Delta State Ohio Educational Foundation.

ADSOEF is recognized as a **non-profit 501(c)(3)** organization and began operation July 1, 2017. As a 501(c)(3) organization, ADSOEF provides funding for activities that support professional and personal growth of women educators in Ohio and promotes educational excellence for Ohio students.

ADSOEF maintains the following funds: A. Margaret Boyd International Study Fund, Esther H. Strickland Student Teaching Grant Fund, Annie Webb Blanton Scholarship Fund, Biennial Seminar Fund, Leadership Memorial Fund, Individual/Classroom/Community Project Fund, and the Without Donor Restriction (Unrestricted) Fund.

ADSOEF is managed by seven elected Directors and three non-elected Directors from Alpha Delta State Ohio who serve four-year staggered terms. The first election was March 2017 at the State Convention General Session. The Board of Directors elect a Chairman, Vice-Chairman, and Secretary. The three non-elected directors include the ADS President, the ADS Treasurer, and the ADS Immediate Past State President.

Our Logo: An **official logo**, a visual identity for Alpha Delta State Ohio Educational Foundation, was designed by Heather J. Storer, Alpha Chi Chapter.

You can learn more about ADSOEF and keep up-to-date through the ADSOEF link on the ADS website at alphadeltastate.weebly.com and through our Facebook page. Applications, policies, documents, forms and all-things ADSOEF can be accessed on the website.

ADSOEF Board of Directors meet face-to-face, online, and in committee meetings to conduct business. From July 1, 2017 to March 1, 2018 the Board of Directors have volunteered 2,089.3 hours valued at \$50,435.70 as determined by the IRS guidelines for the value of volunteer work calculated at \$24.14/hour. This time includes participating in ten (10) all-day board meetings, completing research, creating documents, attending committee meetings, informing members about ADSOEF, reviewing applications, and communicating via email and telephone, etc.

ADSOEF Directors encourage your participation, appreciate your input and truly value your support!

Dr. Norma Kirby, Chairman



ADSOEF COMMITTEE REPORTS

ARCHIVES

As Liaison to the ADS Historian, I have been collecting documents with cooperation from the ADSOEF secretary and Board of Directors for inclusion in the archives at The Ohio History Connection.

Patricia Cermak, Liaison to ADS Historian

BIENNIAL SEMINAR COMMITTEE

Embassy Suites by Hilton in Blue Ash is the host hotel for the Biennial Seminar June 18-20, 2019 in Cincinnati. This is easily accessed from both I-71 and I-75. The recently renovated hotel is bright and cheerful. All rooms are two room suites and include a cooked to order breakfast and complimentary happy hour.

Watch for additional information in *The Voice of Alpha Delta State* and at meetings. A sign-up sheet for those who would like to receive up-to-date information about the event is available in the Convention Foyer area. It's going to be a great time - make your plans to attend!

Betsy Foreman, Biennial Seminar Coordinator

COMMUNICATIONS/MARKETING COMMITTEE

All Board Directors have been cooperating to foster communication with Alpha Delta State chapters and members of ADSOEF through monthly articles in *The Voice of Alpha Delta State*, chapter presentations, a presence on the Alpha Delta State Website, Facebook, a presentation at the October 2018 Executive Board meeting, acknowledgement of donations, activities at the ADS Convention, and the ADSOEF Annual Meeting. Board Directors are in the process of developing a marketing plan for ADSOEF and welcome input from members. All ADS members are members of ADSOEF!

ADSOEF Board of Directors

FINANCE COMMITTEE

The Finance Committee is composed of two ADSOEF Directors and the ADS Treasurer. The Chairman of ADSOEF attends all meetings. The first budget was developed for the fiscal year, July 1, 2017 – June 30, 2018. This budget necessarily included a number of “one-time expenses” related to filing fees and costs associated with opening new accounts in the name of the new organization. All funds, now granted 501(c)(3) status, will be managed by the Alpha Delta State Ohio Educational Foundation. There will be an annual, external professional review.

The ADSOEF Finance Committee met on March 2, 2018 to finalize the proposed budget for the fiscal year, 2018 – 2019. That budget will be presented at the Annual Meeting, April 14, 2018.

Diana Haskell, Treasurer
Donna Myers
Elizabeth Monahan, Chairman

FUNDRAISING COMMITTEE

The ADSOEF Fundraising Committee accepts responsibility to adhere to ethical fundraising practices and to ensure the Foundation is viewed by contributors as a worthy cause. This committee conducts all business with honesty, transparency, responsibility, and respect for both our contributors and our beneficiaries. All activities of this committee are focused on earning public trust in our performance, operating in good faith, being good stewards of our resources, and upholding rigorous standards of conduct.

We are committed to providing appropriate and timely response to our contributors. The Board of Directors have established procedures for receiving contributions, thanking donors, and providing receipts for contributions. The Board has approved the purchase of Donor Perfect Software to ensure contributors' records are accurate and complete, and to assist the Board with honoring our contributors.

The ADSOEF Fundraising Committee is still in process of researching legal and ethical fundraising practices. As part of this study, we accept our obligation to adhere to IRS regulations and guidelines, to Ohio laws governing solicitation of contributions, and to timely and appropriate acknowledgement of contributions made to Foundation funds. The Handbook Policies and Procedures Committee has developed, and the Board has approved, a "Donor Bill of Rights" governing policy. The Directors approved a "Logo Usage Policy" for Board communications and events, and for members and chapters to use in promotional materials when conducting local fundraisers and activities for ADSOEF. The Handbook Policies and Procedures Committee is working to complete and get approval for fundraising policies and procedures.

DKG Ohio members are members of the Foundation and may apply for benefits. Members may also help grow their Foundation's funds by making tax deductible donations, to the fullest extent of the law, and by participating in fundraising activities. Members who choose to contribute may also choose which Foundation fund they wish to support. The Fundraising Committee has prepared contribution envelopes and a raffle for Alpha Delta State Convention 2018.

The entire Board of Directors is advising this committee.

Meier Bauer
Patricia Cermak
Diana Haskell, Treasurer
Dr. Norma Kirby
Jane Meese, Chairman



HANDBOOK, POLICIES AND PROCEDURES COMMITTEE

The Handbook part of this committee shall produce a guidebook for the ADSOEF Board of Directors that includes information regarding Foundation history, the Board of Directors and duties, formation documents, governing policies, operating policies and procedures, funds and funding, securing and distributing funds, communications and marketing, meetings/motions/decisions, and anything that assists Directors in managing all assets and affairs of the Foundation. This work is in progress.

The Policies part of this committee is working to respond to the Board directive for creating a separate policies document. We have spent countless hours developing, and getting Board approval for, **governing policies** including “Donor Bill of Rights”, “Whistleblower Policy”, and “Investment Policy”. The Board also approved the “Logo Usage Policy”, an **operating policy**. We are currently working to complete policies for Foundation ethics, document retention, financial stewardship, and fundraising. Work for developing policies involves bringing together decisions made by ADSOEF Board of Directors, researching IRS and Ohio Attorney General regulations and guidelines, complying with Ohio laws governing nonprofits and fundraising, seeking advice from professional nonprofit associations, discovering and analyzing examples from successful and trusted nonprofits, researching terms and topics, and applying everything to the mission and purposes of ADSOEF.

The Policies Committee has met on two separate all-day occasions, has developed outlines for financial stewardship, has attended all ten all-day Board meetings, and has spent countless hours in back-and-forth emails. Our purposes and goals are to prepare statements that are complete and careful, and that represent accurately the ethics, decisions and goals of the Board.

Procedures are in the works. They are in our Board minutes, research in IRS and Ohio Attorney General’s documents and guidelines, and samples we have collected from successful nonprofit organizations. The Procedures part of this committee shall bring together decisions, in writing, for current and future Board of Directors.

The entire Board of Directors is advising this committee.

Dr. Norma Kirby
M. Kathryn McClendon
Elizabeth Monahan
Jane Meese, Chairman

LEADERSHIP COMMITTEE

The Leadership Committee has been collecting ideas for seminar topics and presenters. If you have topics that you would like ADSOEF to pursue, please suggest these to the committee. We are also collecting the names of outstanding presenters; again, contact the committee with any suggestions. The committee plans to support members attending the Chapter Leadership Training offered in June 2018 by Alpha Delta State.

Elizabeth Monahan
Marilyn Slusser
Donna Myers, Chairman

SCHOLARSHIP COMMITTEE

The Scholarship Committee has been extremely busy during the first year of ADSOEF existence. Our first task was to contact the 2017-2018 Esther H. Strickland Student Teaching Grant recipients to assure them that they would be receiving their grants at the appropriate semester of student teaching. We awarded eight \$1,000.00 grants to the recipients. This was followed by reviewing and revising the applications for the Margaret L. White Scholarship and the Ruth Grimes Scholarship. These two scholarships are for graduate study at The Ohio State University and Miami University, respectively. We also promoted the use of these scholarships for current members. This was followed by reviewing/revising the Esther H. Strickland Student Teaching Grant application. All state universities were contacted offering this grant to students completing student teaching in the 2018-2019 school year. At the present time, we have received several applications, and the Committee will be reviewing them and making selections. The recipients will be notified and announced at the ADS State Convention in April 2018. The committee's next task will be to review/revise the A. Margaret Boyd application and have this available for our members. The committee added Stephanie Chatwood of Alpha Eta Chapter as a committee member. She has been very helpful in making committee decisions. This committee has worked very hard and is proud of its accomplishments. We look forward to continued work that will support educational excellence for our members and other educators.

Stephanie Chatwood, Alpha Eta
M. Kathryn McClendon, Zeta
Jackie Thase-Burch, Alpha Upsilon
Marilyn Slusser, Delta Kappa, Chairman

TECHNOLOGY COMMITTEE

Although established, the Technology Committee has not met. The goal is to develop a technology plan and policies for ADSOEF during the 2018-2019 year.

Dr. Norma Kirby
Diana Haskell
Jackie Thase-Burch



PROPOSED BUDGET

Alpha Delta State Ohio Educational Foundation Proposed Budget 2018 - 2019

Revenue		
Chapter Contributions	2200	
Direct Appeal Campaign	1000	
Individual Contributions	4000	
Interest	100	
Fundraising Events at Convention	1000	
Blanton Scholarship Fee	900	
Total Revenue	9200	
Expenses		
Business Expenses	250	Ohio Charitable Registration fee, federal taxes, etc.
Contract Services	7,049	CPA, honorariums, Donor Perfect software fees
Operations	2800	postage, printing, supplies, marketing, annual meeting
Insurance	365	Directors and Officers/ Fidelity Bond
Travel and meetings	4000	mileage and lodging per reimbursement policy
Donations	50	Ohio History Connection
Grants	10,000	Student teachers
Scholarships	10,000	Professional development, conference presenter
International Scholarship	2500	
Leadership Development	2000	Golden Gift, leadership training support
Lifelong Learning	8000	Greater Cincinnati Area June 18-20, 2019 FKA Biennial Seminar
Education Projects	5000	Classroom, community impact awards
Total Expenses	52014	
Presented at ADSOEF Annual Meeting April 14, 2018		

CONTRIBUTORS TO ADSOEF

July 1, 2017 – March 1, 2018

Your tax deductible contributions to ADSOEF have impacted education, educators, and students in Ohio communities.
Thank you for your donations and support!

Member Donors

Anonymous
Cynthia Y. Acklin
Margaret Archangel
Sharon Ault
Meier Bauer
Sara A. Burky
Agnes Campanale
Patricia Cermak
Claudia Grimes
Diana Haskell
Dr. Norma Kirby
Mary Jo MacCracken
M. Kathryn McClendon
Eileen McNally
Nancy McKnight
Jane E. Meese
Elizabeth (Betty) Monahan
Donna M. Myers
Phyllis A. Novy
Sandy Roe
Marilyn Slusser
June L. Smith
Jacqueline Tasso
Jackie Thase-Burch
Rebecca L. Thomas
Ann Todd
Mary Vasek
Michelle I. Worthing

Alpha Delta State

Marietta Community Foundation

Chapter Donors

Alpha Chapter
Zeta Chapter
Theta Chapter
Kappa Chapter
Lambda Chapter
Nu Rho Chapter
Sigma Chapter
Tau Chapter
Chi Chapter
Alpha Gamma Chapter
Alpha Delta Chapter
Alpha Theta Chapter
Alpha Iota Chapter
Alpha Upsilon Chapter
Alpha Phi Chapter
Beta Iota Chapter
Beta Lambda Chapter
Beta Upsilon Chapter
Beta Chi Chapter
Beta Psi Chapter
Gamma Theta Chapter
Gamma Iota Chapter
Gamma Mu Chapter
Gamma Nu Chapter
Gamma Xi Chapter
Gamma Phi Chapter
Delta Kappa Chapter
Delta Chi Chapter

CHAPTER PRESENTATIONS

The ADSOEF board members are making an effort to visit every ADS chapter so that members have a better understanding of ADSOEF including the mission, vision, goals, activities, and structure of ADSOEF. Below is a list of chapter presentations that have been completed or have been scheduled. A number of chapters have been contacted and will be scheduling the presentation during the 2018-2019 year. Our goal is to reach every ADS chapter by July 1, 2019. If you have not been contacted by an ADSOEF Board Member to schedule a presentation, please contact Dr. Norma Kirby.

Alpha
Beta
Gamma
Zeta
Theta
Kappa
Lambda
Omicron
Rho
Sigma
Tau
Upsilon
Omega
Alpha Gamma
Alpha Delta
Alpha Zeta
Alpha Iota
Alpha Mu
Alpha Xi
Alpha Omicron
Alpha Pi
Alpha Tau
Alpha Upsilon
Alpha Psi
Alpha Omega
Beta Alpha
Beta Epsilon
Beta Zeta
Beta Iota
Beta Kappa
Beta Lambda
Beta Chi
Beta Psi
Gamma Theta
Gamma Iota
Gamma Mu
Gamma Nu
Gamma Xi
Gamma Pi
Gamma Rho

Gamma Sigma
Delta Delta
Delta Epsilon
Delta Zeta
Delta Theta
Delta Iota
Delta Lambda
Delta Mu
Delta Phi
Delta Chi

ALPHA DELTA STATE



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