



The Delta Kappa Gamma Society International Texas State Organization

July 2017

Chapter Necrology Chairman:

I am very honored and excited to be the 2017-2019 TSO Necrology Chairman. This is your second year to hold this position in your chapter and I know that you are doing a wonderful job. We should not forget that it is our responsibility, to insure that the death of a member is recognized, recorded and remembered. As you continue to serve as Necrology Chair, please refer to your duties as outlined below:

1. **Form 6** (available on the website) is to be filled out immediately after a member's death and sent to me, **State Necrology Chairman**, not the Membership Chairman. You may use either regular mail or e-mail.
2. **Form 2** is to be sent to the **TSO Necrology Chair** whether there has been a death in your chapter or not. **Form 2** must be postmarked by February 1st. This form should include the deaths in the chapter since the last annual report. If there have been no deaths, then mark none and send to me.
3. Keep an information sheet on each member that is updated annually. This should include what they wish done with their Society jewelry. This is helpful when filling out **Form 6**.

The Chapter can honor a deceased member in a variety of ways:

1. a memorial service at a chapter meeting
2. ceremony at the funeral, if requested
3. members may take roses to the family or service

If you need any help or answer to any question, please feel free to contact me or any member of the committee. Committee members are listed, by the area, on the state website.

Please be prompt in reporting a sister's death on **Form 6**. If using e-mail, please put Necrology Form 6 in the information line.

I wish you the very best as you fulfill this important role.

Rene' Pittman
TSO Necrology Chairman 2017-2019
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