

Texas State Organization

The Delta Kappa Gamma Society International



2019- 2020 REPORT OF TEXAS STATE RECORDING SECRETARY
Mandy Story, Recording Secretary, 2019-2021
Iota Omicron Area 16

Goals:

1. To carry out the duties and responsibilities of the TSO Recording Secretary
2. To compile information and work with TSO coordinating councils
3. To mentor chapters in Area 10, 13, and 16 and assist area coordinators
4. To compile, preserve, and record an accurate record of the state president's biennium
5. To attend TSO and International conventions/conferences/trainings
6. To serve as a voting member of the TSO Executive Board and record minutes for all board meetings

Accomplishments and Activities Related to goals:

1. Collected state personnel reports, committee minutes, and executive board minutes
2. Served as a member of the Strategic Action Plan (SPA) Committee
3. Attended TSO Leadership Orientation for State Personnel, the executive board retreat, and the executive board meeting, taking minutes at the latter two events.
4. Participated in the Leadership Development of Chapter Presidents committee meeting
5. Maintained regular correspondence with area coordinators and chapter presidents in Areas 10, 13, and 16. I attended a tri-chapter banquet for Area 10 as well as their area luncheon.
6. Collaborated with the TSO Corresponding Secretary on a breakout training session for chapter secretaries at the TSO convention
7. Updated coordinating council contact information for TSO coordinating councils and served as the liaison between them and TSO.

Suggestions to chapters:

1. Maintain accurate records for chapter meetings to ensure that the chapter history is accurate and business runs smoothly
2. Be willing to support fellow chapter officers with your attendance at meetings
3. Distribute necessary information, minutes, and relevant communication as quickly and efficiently as possible.
4. Promote and encourage members to regularly check the TSO website, DKG websites, and read their respective publications to stay informed on current issues and business

