



INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS
DELTA KAPPA GAMMA

Illinois Lambda State Organization

To: Members of Lambda State Executive Board
From: Dr. Kammie Richter, Lambda State Executive Assistant
Re: Cover letter for monthly mailing



April 2016

We are all grieving the loss of Sandy McGaughy, our past Lambda State President. While I only knew her for a short time, her attitude was so very positive and her laughter contagious. Many of us have lots of happy memories of her from DKG events, and will dearly miss seeing her.

If you have not yet made arrangements to attend the Lambda State Convention in April, time is short to make it by April 1 to avoid late fees. Take advantage of the wonderful opportunity available to you for a great lunch at Paco's Sol Bistro in addition to visiting the Oglesby Mansion and Millikin Homestead and the Hieronymus Mueller Museum for only \$30!

Note that you will be able to study the following before convention as they are in the attachments: the proposed budget, the treasurer's report of available funds, and motions to be made.

There are reminders concerning your **tree** statements due to Sylvia, officer lists due May 15, and the chapter visitation schedule. See the documents below for a complete list!

The following documents are included in this April mailing:

- 1) Cover letter from Executive Assistant
- 2a) President's letter
- 2b) April checklist
- 3) Proposed budget
- 4) Available funds
- 5) Motions to be considered
- 6a) Visitation letter to chapter presidents
- 6b) Visitation scheduling form
- 6c) Visitation letter for visitors
- 6d) Visitors list
- 6e) Chapter visitation schedule
- 7) Form 110 – New officer list

Sincerely,
Dr. Kammie Richter, Lambda State Executive Assistant

ExecAssistLambdaSt@gmail.com