



New Mexico State Organization of DKG Officers and Committee Chairmen Report

NMSO Fall Convention Executive Board Meeting November 3, 2023

Date: October 15, 2023

Your Name and Chapter: Jane Williams, Psi/Grants

Your State Office or the State Committee You Chair: Corresponding Secretary

Charges during this period:

- Compile reports for the Executive Board meeting
- Prepare correspondence as delegated by the President
- Read necessary correspondence selected by the President at the state meeting
- Prepare and distribute voting cards to the Executive Board members
- Make agendas available to all.

Outcomes:

- Emails were sent requesting all officer and committee chair reports.
- Voting cards were distributed to executive board members
- Folders were prepared and provided to the President, Recording Secretary and Corresponding Secretary

Recommendations requiring action by Executive Board: N/A

Rationale:

To prepare materials for the website, the officers and voting members for the fall executive board meeting.

Respectfully Submitted,

Jane Williams