



## New Mexico State Organization of DKG Officers and Committee Chairmen Report

### NMSO Spring Convention Executive Board Meeting April 26, 2024

Date: April 16, 2024

Your Name and Chapter: Jane Williams, Psi

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

(Committee Members):

Charges during this period:

- Compile reports for the Executive Board meeting
- Prepare correspondence as delegated by the President
- Read necessary correspondence at the state meeting as selected by the President
- 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
- Reminder emails were sent the night before the report deadline
- Submitted reports were provided to the webmaster for posting on the NMSO website
- 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 the Executive Board: N/A

Rationale: N/A

Respectfully Submitted,

*Jane Williams*