

Alpha Sigma Kappa Educational Foundation

2019 National Meeting

July 27, 2019 at 11am CDT

- I. Call to Order:
 - a. Motion: Allison Quiroga (BeAl)
 - b. Second: Samantha Coffman (ZeAl)
 - i. Professional Alumnae: 52 Sisters; Quorum: 6 Sisters + Board Members
- II. Attendance:
 - a. National Foundation Board Members
 - i. Jessica Reese McIntyre, President/Chairwoman (EpAl), in person
 - ii. Rebecca Bartlett, Treasurer (GaAl), on phone
 - iii. Mary Matthews, Secretary (EpAl), in person
 - iv. Jenifer Henslee Peck, Advisory Member (BeAl), on phone
 - v. Manette Macias, Advisory Member (IoAl), on phone
 - b. Non-Board Members
 - i. Victoria (Tori) Kenney (AlAl)
 - ii. Erin Cooper (BeAl)
 - iii. Nicole Jandick (EpAl)
 - iv. Tara Naber (EpAl)
 - v. Samantha Martin (EpAl)
 - vi. Morgan Bixby (EpAl)
 - vii. Samantha Coffman (ZeAl)
 - viii. Eva Hanlon (Auxiliary, ThAl)
 - ix. Renee Layoun (EpAl)
 - x. Kellee Hartjen (EpAl)
 - xi. Atisha Morrison (Auxiliary, ThAl)
 - xii. Allison Quiroga (BeAl)
 - xiii. Ali Mostrom-Kidder (EpAl)
 - c. Guests (Active Sisters)
 - i. Erin Donaldson (EpAc)
 - ii. Natalie Melton (MuAc)
- III. Approval of the 2018 National Meeting Minutes:
 - a. Errors Identified: None
 - b. Approved
 - i. Motion: Nicole Jandick
 - ii. Second: Atisha Morrison

IV. Board Member Updates

a. Chairwoman/President – Jessica Reese McIntyre

i. Donations:

1. If you would like to send in a Donation – specify the Chapter Scholarship it should be applied to; if not done, it will be applied to the National Scholarship.
2. When you donate, you will receive a receipt for your taxes
3. Donation Methods Available
 - a. PayPal: ask.educational.foundation@gmail.com
 - i. There is a button on our website that takes you directly to PayPal.
 - ii. Website: www.askwits.org
 - b. Google Pay (formerly Google Wallet): ask.educational.foundation@gmail.com
 - i. Not on our website
 - c. Mail a Check:
 - i. Make check out to Alpha Sigma Kappa Educational Foundation
 - ii. Mail to: 4407 SW 33rd Street, Des Moines, IA 50321
 - d. Facebook: <https://www.facebook.com/AlphaSigmaKappaFoundation>
 - e. Zelle: Coming Soon!

ii. #GivingTuesday Campaign Update:

1. Did not come close to meeting the planned amount
2. Other Charities have gotten in on the GivingTuesday and as such, the Foundation will have to up their advertising efforts
3. More Marketing this year
4. Looking into other platforms to advertise on to get the word out

iii. Facebook Birthday Gifts:

1. This is a promising mechanism
2. The check from May and June was \$500. This is a runner up scholarship amount

iv. Other Ideas/Methods:

1. Jewelry has been pretty successful
2. AmazonSmile – make sure you select Alpha Sigma Kappa Educational Foundation
3. Other donation methods beyond jewelry, please contact the foundation at ask.educational.foundation@gmail.com

v. Website update:

1. Our website is: www.askwits.org
2. It is in constantly being updated – if anyone wants to help out, please contact Jessica
3. Currently, we are saving funds from our operating expenses to allow for a third party to build it

vi. Other updates:

1. Updates from the Foundation currently come out in September and March – if this needs to change to coordinate with Alum Chapter Newsletters/updates please contact us

2. Please talk with us to move your Alum Chapter Scholarship to the Foundation – your members will be able to write off the donations to the scholarship this way
 3. Any Foundation member can propose changing our documents, please contact the Foundation if you have any questions.
- b. Secretary – Mary Matthews – No updates needed
 - c. Treasurer – Rebecca Bartlett – No updates needed
- d. Advisory Members – Jenifer Henslee Peck and Manette Macias
 - i. Fifth Annual Alpha Sigma Kappa National Scholarship will be handed out this weekend
 1. Had great participation from Active Members in terms of applying for the scholarship
 - a. Received 16 essays from 10 Chapters
 - b. Essays came in throughout the open period which was an improvement from years past
 2. Struggled with Alum attendance
 - a. Planning on revamping scholarship (see later meeting minutes) to allow for electronic participation
 - b. Committee met on June 23rd and selected three recipients. Announced during banquet.
 - i. Second Runner up gets \$300
 - ii. First Runner up gets \$500
 - iii. Overall winner gets \$1000
 3. Topic adjustments – future
 - a. Essay Prompts – more prominent
 - b. More publicity – both for Actives and Alums
 - i. Per Kellee Hartjen – Facebook traffic is down. There was an Instagram count down with the ability to ask questions.
 - ii. Reach for PR in future
 - iii. Foundation Instagram is coming – publicity when this goes live

V. New Business

- a. Budget – Discussion
 - i. General FYI – we are set up for Company Matching; talk with your Company’s HR/Payroll if this is something your Company participates with
 - ii. New Budget - \$1834.64 is going into savings
 1. Erin Cooper – where is this going? Does not believe that “earmarking” is allowed for non-profits
 2. Rebecca Bartlett – Not “earmarked” but is being saved for web help/endowed scholarship. It is being listed as General Savings
 - iii. Vote to approve Old Budget (2018-2019)
 1. Motion: Kellee Hartjen
 2. Second: Samantha Coffman
 3. Results: Approved
 - iv. Vote to approve New Budget (2019-2020)
 1. Motion: Erin Cooper

2. Second: Samantha Coffman
 3. Results: Approved
- b. Proposed Documents For Approval – Discussion
- i. Motion: Erin Cooper
 - ii. Second: Tori Kenny
 1. Scholarship Committee Policy
 - a. Discussion about the changes:
 - i. All Shall = Wills
 - ii. Committee responsibilities listed
 - b. Discussion about future calls for members:
 - i. Standing call for date would be helpful
 - ii. More social media for call
 - c. Standing Meeting will be 4th Sunday of June; time independent
 - d. Motion: Erin Cooper
 - e. Second: Allison Quiroga
 - f. Results: Approved
- c. Elections – Treasurer & 1 Advisory Member
- i. Motion: Erin Cooper
 - ii. Second: Allison Quiroga
 - iii. Treasurer – Rebecca Bartlett
 1. Statement: “I hope to continue serving as the Foundation’s treasurer. I enjoy being able to use my experience and knowledge to give back to our organization. For those that don’t know me, I joined ASK in the Spring of 2002. I served as National Director of Finance from 2010-2016 and have been the Foundation’s Treasurer since 2017. I work as an Executive Administrator for a Fire Department and I have my CPA license. I am married and have 3 children, age 10, 2 and 1. I hope to continue to work with the other officers of the board to manage the budget and other financing goals of the Foundation.”
 2. Discussion/Questions – None
 - iv. Advisory Board Member – Manette Macias
 1. Statement: “My name is Manette Macias, an Iota Alumna, Alpha class member. I joined ASK-WiTS in 2016 and have remained involved in the organization at various levels since; primarily with the National Education Foundation. I would like to run for re-election as an Advisory Board Member and National Scholarship Co-Chair. Over the past two years I have enjoyed watching our number of applicants grow and amount of scholarships awarded rise. I want to keep up the work we've been doing to encourage Active essay submittals and continue to work on Alumna participation, as well as overall awareness of this benefit that we offer our organization. Recently, I have been able to take advantage of project management trainings and leadership courses through my work and I want to utilize what I'm learning and translate that to the committee. Our board is brimming with wonderful ideas to improve our current processes and I feel I can be a great resource to make these (or as many as possible) ideas become a reality.”

- 2. Discussion/Questions – None
 - v. White Ballot Motion: For Both – Erin Cooper
 - vi. Second: Nicole Jandick
 - vii. Results: Rebecca and Manette were reelected
 - VI. Old Business
 - a. Discussion
 - i. Alum participation in the National Scholarship Committee
 - 1. General Feeling is that it would increase if it was electronic
 - 2. Plan for the the form includes:
 - a. Textbox with choice 1 thru 5 (Jessica Reese McIntyre)
 - b. Comment box for each choice (Atisha Morrison/Mary Matthews)
 - c. Might make more sense to use A thru E in order for there to be no confusion on ranking (Kellee Hartjen)
 - 3. Electronic Form will be coming once it is created for review. There might be a Beta Test Group
- VII. Announcement
 - a. #GivingTuesday is December 3, 2019
 - b. Special Meeting in conjunction with the National Meeting in January 2020 is cancelled
 - i. If a Special Meeting is needed, it will be called as necessary in accordance with the Foundation’s Bylaws and Governing Documents
 - ii. An update will be sent out by The National Board of Directors of Alpha Sigma Kappa
 - c. Our next scheduled meeting will be at the 2020 National Convention in Ft. Worth, TX
 - d. Please feel free to reach out to us via: ask.educational.foundation@gmail.com or if you have a specific questions for Jessica Reese McIntyre, you can reach her at jreese08@gmail.com
- VIII. Motion to Adjourn Meeting
 - a. Motion: Erin Cooper
 - b. Second: Tara Naber
 - c. Meeting closed at 11:51 am