

Kappa Kappa Psi Southwest District Council  
Meeting Minutes  
12 April 2017

1. **Meeting called to order:** 7:39pm via Google Hangouts by Toni Castle
2. **In attendance:** Makenzie Darby, Annie Jane, Keegan Turney, Clinton Wieden, Toni Castle
3. **Open Business:**
  - a. Packets
    - i. Have 3 people interested so far
      1. Will probably get a lot of applications on Wednesday
    - ii. General Instructions for Review:
      1. Go through, look at all the applications, pick our top 2 or 3 officers (doesn't matter what position originally applied for)
      2. Then we go into discussion for at next meeting, notify each candidate, have them ready to either receive phone call or a hang out meeting, talk to them, interview questions, etc.
        - a. Gone in past based solely on the applications and don't necessarily interview.
    - iii. Will try to have a week turnaround
  - b. Requisition Form
    - i. Use Fill and Sign.
    - ii. Double click on it, it will open up the form so you can fill it out.
      1. Can add your signature
    - iii. If Word doc, save it as a PDF and then can open it up where need to.
    - iv. Makes paperwork very easy.
    - v. Potentially make a How To video!
  - c. Officer Budgets
    - i. Wondering what is covered by the District for National Convention.
    - ii. Anything you spend now, don't have in the spring!
    - iii. Remember it is at the governor's discretion to move things around in budget, try to stay as close to possible please.
  - d. Reorganize Drive
    - i. Moving from Dropbox to the Drive.
    - ii. Goal is before the Fall will be updated.
  - e. Chapter Assistance Grant
    - i. Have set deadlines for submission and review.
      1. Will set deadline for the 1st of each month
    - ii. Look and see how we want to help chapters.

1. What type of applications we can potentially get: paying for hotel room, or delegate registration for conventions, or putting a few delegates in one hotel room
  2. Maybe be a little bit more picky and see the extent of financial need
  3. Potentially try to get them on a bus or in group if possible
  - iii. Side note, food is gonna be expensive this time around because Disney.
  - iv. Form will be updated and changed accordingly.
  - f. Badges of Brotherhood
    - i. Needs to differentiate from the other awards we have.
    - ii. Can't be a participation award, has to exist not just for the prize
    - iii. Requirements need to go above and beyond.
    - iv. By August 1st need to see if would like to continue project or not.
      1. Have all summer to revamp it if needed.
  - g. Find the JAC Form
    - i. May be somewhere in the Dropbox
- 4. Meeting adjourned: 8:50 pm**  
Next Meeting: Monday the 24th, 8:00 PM CST