

**WASHINGTON STATE COUNCIL EPSILON SIGMA ALPHA**  
**MINUTES OF BOARD MEETING – JANUARY 12, 2026**

The Executive Board and General Board of the Washington State Council of Epsilon Sigma Alpha met via Zoom at 7 PM on January 12, 2026.

Roll call:

Marsha Ritter, President, presiding  
Pam Munson, First Vice President  
Beth Gibson, Secretary  
Gretchen Borck, Treasurer/Credentials Chair  
Pat Howerton, Jr. Past President/Parliamentarian  
Jerie Longacre, Educational Chair  
Sissy Roeder, Social co-Chair  
Kaitlyn Dublin, Social co-Chair  
Connie Guffey, Easterseals Chair  
Loretta Smalley – Disaster Fund  
Holli Neigel – Chaplain  
Carol Wilson – President, Beta Zeta chapter  
Kathy Wallace – MAL

**Reports from Officers and Chairs**

**Pam Munson, First Vice President:** Nominating committee has been in touch with membership to find candidates willing to serve in the 2026-27 year. So far, the current members holding Treasurer, Secretary, Social and Web Master posts have agreed to continue to serve. Holli indicated she is willing to continue as Chaplain. Jennifer does not plan to continue to do the Evergreen Newsletter. Pam reports that we continue to struggle to find people to fill the First Vice President position and other chairs. Her suggestion is to ask for chapters, as a group, to handle a position. She is asking current chapter presidents to present this idea to their membership and be ready to discuss at the spring meeting in March. The nomination form was included in the recent newsletter, and nominations are due by February 1, 2026.

**Jerie Longacre, Educational Chair:** Jerie hopes to have an educational to present at the March meeting but is still trying to develop a format that will work for a hybrid meeting (in person and zoom). The information for the upcoming International Council Leadership conference (Saturday, Feb 7<sup>th</sup>, beginning at 7 AM PST) was reviewed. The registration information has been distributed to the Evergreen newsletter. There is a line item in our operating budget to pay the expenses for our State Council President Elect to attend, but the expenses will be much less than in years past when the meeting was in person. Gretchen Borck presented the idea of having the State Council pay the registration fee of ANY Washington State members to attend the meeting, in the interest of encouraging participation and leadership development. Gretchen made a motion that the State Council offer to pay the \$50 registration fee (either by reimbursement

or by direct registration) for any member in good standing, and to take the expense from our non-operating funds. Jerie Longacre seconded the motion. Discussion: Gretchen reminded us that we no longer have a “savings account” as a separate entity, but there is approximately \$28,000 available within the checking account. This motion was voted on by members of the Executive Board only, by show of hands, with Co-chairs casting one vote only. Motion carried.

**Beth Gibson, Secretary:** no report needed at this time

**Gretchen Borck, Treasurer:** Gretchen presented her draft ledger, which will be presented at the Spring Meeting. Ending balance for checking account as of 12/31/2025 was \$28,627.61. Council dues have been paid to the IC, WSRC, and ESA Foundation. Current state membership is 72.

Gretchen requested that the executive board approve a reimbursement of \$121.22 for a Zoom license, which she obtained at a 30% discount. She received this offer (as a previous license holder) and bought it for the purpose of making it available to any member of the State Council, for chapter or committee meetings, as needed. Members would just need to contact Gretchen for login information. This will allow for meetings that last longer than 40 minutes, and additional functionality is available beyond the “free” version. This license will be valid through November 2026. Pam Munson made a motion that the expense reimbursement be approved; Sissy Roeder seconded the motion. Discussion: Pam asked that the expense item be included in the 2026-27 proposed budget at full price (\$173). This motion was voted on by members of the Executive Board only, by show of hands, with Co-chairs casting one vote only. Gretchen Borck abstained from the vote. Motion carried.

**Pat Howerton, Past President/Parliamentarian:** The proposed revisions to the State Council Bylaws and Standing Rules have been circulated by email. The file name of the attachment is “Bylaws Revised 25-01-03”. Pat explained that the major revisions were to bring the State Council bylaws into alignment with the International Council bylaws and removing dates and money amounts so that they become part of the Standing Rules instead. The revised bylaws specify that only ELECTED OFFICERS (not including elected chairs) are required to have previously held elected office at the chapter level. Pat said that the goal of the revision was to make them a flexible framework that does not need to be often revised to meet changing budgets and schedules. Pat made a motion that the Executive Board recommend approval to the membership, and that the proposed revision be published at least twice before the State Convention, so that it may be voted upon at the convention. Beth Gibson seconded. Discussion: The proposed versions will be included in the next two newsletters and posted on the State Council website. The hope is that the membership will thoroughly review these BEFORE for the convention, so that a reading is NOT required, and lengthy discussion is not needed. The vote at the State Convention will be an up-or-down vote. This motion was voted on by members of the Executive Board only, by show of hands, with Co-chairs casting one vote only. Motion carried.

**Mary Lambie, Philanthropic/Finance:** Mary could not attend due to illness. Beth Gibson commented that the Omicron chapter has created “Team ESA” fundraising teams online for the Alzheimer’s and MS walks and encouraged statewide participation. Mary makes herself available as a resource to all chapters.

**Trudy Roeder/St. Jude Chair:** Trudy was not in attendance; we are still adjusting to the changes in how the International Council treats fundraising reporting.

**Loretta Smalley, Disaster Fund:** Loretta contributed a very informative article to the December 2025 Evergreen newsletter. Members who might have been affected by recent flooding are advised to review the requirements and application form. Loretta reports that she recently received a check from the Gamma Epsilon chapter which will be forwarded appropriately.

**Connie Guffey, Easterseals:** Connie got a very lengthy “wish list” from Camp Stand By Me. The January Evergreen article included the link to the Amazon list. Connie is asking chapters to either order and have items delivered directly to the camp (be sure to use the “gift card” option to include a message from your chapter!) or bring them to the State Convention, and she will personally deliver them. The camp has expanded its number of weeks that they are open, and the number of campers has grown. Connie likes the “dinosaur” themed items.

**Sissy Roeder and Kaitlyn Doublin, Social:** The ladies are working on activities for State Convention. They would like to see more interpersonal actions, sharing ideas, updates, etc. Kathy Wallace commented that she enjoyed the “word search” that was included in the January Evergreen.

**Teresa Duhamel, PALS President:** Teresa could not attend, but Kathy Wallace confirms no report needed at this time.

**Holli Neigel, Chaplain:** Holli reminded us that her new email is [MissHolli75@gmail.com](mailto:MissHolli75@gmail.com). Marsha has offered to help her set up a “blast email” distribution list to facilitate distribution of the Chaplain’s Report.

**Jennifer Canessa, Evergreen Editor:** Jennifer has indicated that she will not serve as editor next year. We need to find a new editor.

### **Business Discussion**

Pam led a discussion about **arrangements for the Spring meeting**, which will be a hybrid (both in person and via Zoom), in Walla Walla. Sissy Roeder and Kaitlyn Doublin will host the in-person meeting at their home. Sissy will send out information on nearby hotels by email for any who want to attend and will need overnight accommodations. Secretary note: for convenience, an excerpt from Sissy’s email is included here for convenience. So far, Marsha, Gretchen, Beth, and Jerie are planning to attend in person.

=====From Sissy’s Email=====

*-Holiday Inn Express: 1433 W Pine St. Walla Walla, WA 99362  
(2 Queens for approx. \$125 per night)- 9.2 miles*

*-Hampton Inn: 1531 Kelly Pl. Walla Walla, WA 99362  
(2 Queens for approx. \$125 per night)- 7.9 miles*

*-La Quinta: 776 Silverstone Dr. Walla Walla, WA 99362  
(2 Queens for approx. \$150 per night)- 9.2 miles*

*-Best Western: 7 E Oak St. Walla Walla, WA 99362  
(2 Queens for approx. \$150 per night)- 9.7 miles*

=====

Gretchen reviewed **preparations for the State Convention**. The chapter "assignments" was published in both the November and December Evergreen newsletter. The installation will be on Saturday night. The memorial service will be on Sunday morning. There will be no Saturday afternoon event, which was once discussed. There will be a hospitality suite, with hors d'oeuvres and wine. Gretchen will have the registration form ready by the Spring meeting (March 22nd).

Marsha opened the floor for **discussion on our plan for 2026 moving forward**. All chapter's report having issues filling leadership positions. Several chapters have very small memberships. Gretchen reminded the attendees that her previous analysis of membership trends indicate that we are not in good shape. Loretta Smalley says she is having trouble getting participation in chapter events. She spoke of needing help with the Naselle FinnFest breakfast event (July 25<sup>th</sup>). Pam Munson suggested that she ask for help from the other chapters. More information to follow.