



# Daughters of Penelope

## Capital District No 3

January 1, 2010

Dear Sisters,

Enclosed you will find all the 2010 District #3 Convention forms.

**Please note that ALL forms must be postmarked by April 9, 2010. Pay careful attention as different forms have different mailing instructions.** Again, please pay careful attention when completing all forms as many have been updated this year. A Quick Guide showing all forms, along with mailing instructions has been included. We hope you find it useful.

Your District Lodge continues to work diligently to reduce the amount of paperwork needed by the Chapters. There are 3 main reasons. First, many Members have stated that the sheer number of forms needed to be completed was putting a strain on the Chapter Officers. Second, the mailing costs will be lessened. And third, we are making a conscious effort to be "Green". Of course, that which is necessary is still included. However, extraneous, redundant and superfluous material has been deleted. Last year the Lodge reduced the number of pages included in the packet by six (6) pages per packet.

**In keeping with the theme of paperwork reduction, this year, we are including a combined Chapter and Financial Form, which was introduced at last year's District Convention, to replace the individual forms used in previous years.** The use of this new form will further reduce the number of pages by an additional two (2) sheets of paper per mailing. The Chapter of the Year Point System and method for determining Chapter of the Year has not changed, only the recording method. With this additional reduction in paperwork, over the last two years, the Lodge has reduced the number of pages mailed to each Chapter by eight (8) sheets of paper! **That is a total reduction of 112 sheets of paper for the District!!!**

Also included in your packets are the draft minutes from the 2009 District Convention. **Be sure to make copies of these draft minutes for all appropriate Sisters including those who attended last year and those who will attend this year's Convention.** Keep in mind that last year a motion was passed that only Chapter Presidents would receive "hard" paper copies of material from the District, so it is now the Chapter's responsibility to make copies of material for Delegates and PDG's. The Lodge is in the process of making these materials available on the District web-site and they should be available shortly.

**Remember, to be eligible as a Delegate to the Convention, the Member MUST have attended at least four (4) Chapter meetings of her own Chapter during the prior year as set forth in the DOP Constitution and Bylaws. The Delegate must be in good standing as set forth in our Constitution and Bylaws with current dues paid. And the Chapter from which she comes must also be in good standing with the District.**

Hope to see as many of you as possible at the District Convention. Let's support our new Sisters of Hestia Chapter #416 by attending the District Convention! Remember, District Convention dates are May 21-23, 2010 in Fayetteville, NC.

If you have any questions, please contact District Secretary Kathy Matthews or me.

Yours in Theta Pi,

Christine Vassilakos  
District Governor

Cc: Nicky Stamoulis, Grand Secretary and District #3 Liaison  
District #3 DOP Lodge Officers  
District #3 DOP Chapter Presidents  
District #3 DOP Chapter Secretaries  
District #3 DOP Secretary File Copy

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